

**WLC STRATEGIC COUNCIL MEETING MINUTES – SEPTEMBER 2017 - UNAPPROVED**

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| <b>Meeting:</b>         | September 2017 Strategic Council Meeting       | <b>Facilitator:</b>  | Bryan Hughes, President                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Date:</b>            | 09/12/2017                                     | <b>Minute Taker:</b> | Troy Wenck, Secretary                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Location:</b>        | Woodbury Lutheran Church – Valley Creek Campus | <b>Participants:</b> | Voting Council Members: <ul style="list-style-type: none"> <li>• Bryan Hughes, President</li> <li>• Renee Boehme, Vice President</li> <li>• Troy Wenck, Secretary</li> <li>• Bob Petrich, Lead Elder</li> <li>• Cynthia Gustafson</li> <li>• Brian Schouviller</li> <li>• Linda Tank</li> </ul> Non-Voting Participants: <ul style="list-style-type: none"> <li>• Pastor Tom Pfothenauer</li> <li>• Vicar Christian Jones</li> <li>• Mark Stutelberg, Business Administrator</li> </ul> |
| <b>Start/End Times:</b> | 7:00 AM – 8:30 AM                              | <b>Absentees:</b>    | Voting Council Members: <ul style="list-style-type: none"> <li>• Lisa Smith, Treasurer</li> <li>• Tim Reberg</li> </ul> Non-Voting Participants: <ul style="list-style-type: none"> <li>• None</li> </ul>                                                                                                                                                                                                                                                                               |

| AGENDA ITEM                       | DISCUSSION POINTS                                                              | MOTIONS, DECISIONS AND/OR ACTION ITEMS                                                                                                                                         |
|-----------------------------------|--------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Opening                           | <ul style="list-style-type: none"> <li>• Meeting opened with Prayer</li> </ul> |                                                                                                                                                                                |
| Open Forum                        | <ul style="list-style-type: none"> <li>• None requested</li> </ul>             | <ul style="list-style-type: none"> <li>• None</li> </ul>                                                                                                                       |
| Approval of Prior Month's Minutes | <ul style="list-style-type: none"> <li>• None</li> </ul>                       | <ul style="list-style-type: none"> <li>• <b>Action Item (September)</b> – <b>Troy Wenck</b> to distribute August minutes for review by all, and approval via email.</li> </ul> |

| AGENDA ITEM                                                       | DISCUSSION POINTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | MOTIONS, DECISIONS AND/OR ACTION ITEMS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
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| Consent Agenda Topic:<br>Senior Pastor Report                     | <ul style="list-style-type: none"> <li>• ChurchINK recommendations being implemented.</li> <li>• Pastor Ben Gonzales declined our call and accepted a call to the ALLEY.</li> <li>• The Assistant Financial Administrator position description was reviewed. Plan is to staff that position by end of year, likely with an individual currently familiar with the process.</li> <li>• The REACH position descriptions for local and Global were reviewed. Mike Sabann and Regina Kiehl being considered for the positions.</li> <li>• The CALMS position descriptions were reviewed. There would be no cost to WLC to extend a non-tenured call to the Gillard's allowing them to retain rostered status within the LCMS.</li> <li>• Pastor Tom distributed a proposed SMP process for review by all. Consensus was that the proposed steps could be accomplished in time for a mid-November Congregational approval on a provisional call for Dean.</li> <li>• The Call Committee will be investigating whether one of the candidates, Adam Hangst has interest in our vacant Valley Creek position.</li> </ul> | <ul style="list-style-type: none"> <li>• <b>Action Item (September) - Tom Pfothenhauer</b> to ensure adequate information gathering happens at the Oak Hill Campus about their priorities for their new Campus Pastor. (Consider Town Hall Meeting)</li> <li>• <b>Decision:</b> Cynthia Gustafson moved and Brian Schouviller seconded a motion to extend a 1-year renewable non-tenured call to Jake and Michelle Gillard as Executive Director for the CALMS organization. The motion was approved unanimously.</li> <li>• <b>Decision:</b> Brian Schouviller moved and Bob Petrich seconded a motion to expand the current Call Committee to also have responsibility for the vacant Oak Hill position, and increase the representation on that call committee from the Oak Hill campus by approximately 3 people.</li> <li>• <b>Action Item (September) – Cynthia Gustafson</b> to advise Oak Hill Campus that Council is moving forward with planning for re-staffing the Oak Hill Campus Pastor position through the current call committee as one team, with the addition of some additional OH members.</li> <li>• <b>Action Item (September) – ALL</b> to consider future discussion on culture of ‘us vs. them’ ‘we vs. they’ and ‘over there vs. here’ when considering actions and impacts on OH and LR campuses.</li> </ul> |
| Financial Report:                                                 | <ul style="list-style-type: none"> <li>• Mark Stutelberg provided financials through August 31, 2017. <ul style="list-style-type: none"> <li>1. We are \$342,000 over budget, 6% over on contributions and 5% under on expenses</li> </ul> </li> <li>• Long Term Capital Improvements Fund will be at +/- \$50,000-\$70,000 at end of year</li> <li>• Cost of stairs was \$240,000 and parking lot was \$130,000.</li> <li>• Tom and Mark are budgeting for Multiply</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <ul style="list-style-type: none"> <li>• <b>Action Item (August) – Mark Stutelberg and Tom Pfothenhauer</b> to assemble plan for use of budget surplus if it continues to hold.</li> <li>• <b>Action Item (September) – Mark Stutelberg and Tom Pfothenhauer</b> to assemble preliminary budget for review at next meeting for Multiply, including ‘priority list’ of what items are needs (staff salaries, mortgage) and what items are budgeted if funds allow.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Perpetual Calendar<br>September:<br>Review government regulations | <ul style="list-style-type: none"> <li>• None</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <ul style="list-style-type: none"> <li>• <b>Action Item (May) – Mark Stutelberg</b> to assemble list of regulatory requirements needed per item 2.1.14 (not due until 7/31/17)</li> <li>• <b>Action Item (May) – Mark Stutelberg and Tom Pfothenhauer</b> to formalize crisis management plan(s). <b>(July Update) – Expect finalization in October with police department input.</b></li> <li>• <b>Action Item (May) –Tom Pfothenhauer</b> to work with Mary to distill dashboard down to critical data in simpler format that can be absorbed in two minutes. <b>(July Update) – Expect finalization in August.</b></li> <li>• <b>Action Item (May) – Troy Wenck</b> to update and distribute revised policies per discussion for review and approval. <b>(July Update) – Troy to redline with Cynthia’s recommendations and distribute for review prior to finalization by admin staff.</b></li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Elders Update                                                     | <ul style="list-style-type: none"> <li>• <b>(Bob, did you provide one?)</b></li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <ul style="list-style-type: none"> <li>• None</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |

| AGENDA ITEM                      | DISCUSSION POINTS                                                               | MOTIONS, DECISIONS AND/OR ACTION ITEMS                                                                                                                                                                                                                         |
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| Ministry Planning:<br>Third Site | <ul style="list-style-type: none"> <li>• None</li> </ul>                        | <ul style="list-style-type: none"> <li>• <b>Action Item (July)</b> – All to attend Eaglebrook service in coming weeks if possible, and bring back ideas of what aspects we think may be transferable improvements to the worship experience at WLC.</li> </ul> |
| Other Topics                     | <ul style="list-style-type: none"> <li>• None</li> </ul>                        | <ul style="list-style-type: none"> <li>• None</li> </ul>                                                                                                                                                                                                       |
| Closing                          | <ul style="list-style-type: none"> <li>• Meeting closed with Prayer.</li> </ul> |                                                                                                                                                                                                                                                                |

**Council Agenda Items Based on Policy Manual Perpetual Calendar**

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|-----------|----------------------------------------------------------------------------------------------------------|
| January   | Present Budget to Congregation, Senior Pastor Quarterly Strategic Update                                 |
| February  | Review By-Laws, Orientation of New Council Members, Review Council Policies, Resolution of Sale of Stock |
| March     | Review Endowment and make appropriate distributions                                                      |
| April     | Senior Pastor Quarterly Strategic Update                                                                 |
| May       | Annual Council Strategic Retreat                                                                         |
| June      | Senior Pastor Performance Review                                                                         |
| July      | Senior Pastor Annual and Quarterly Strategic Update                                                      |
| August    | Council Nominations, Resolution of Sale of Stock                                                         |
| September | Review government regulations                                                                            |
| October   | Budget Narrative, Senior Pastor Quarterly Strategic Update                                               |
| November  | Review Risk Management and Internal Controls, Preschool Financial Reporting – Status Update              |
| December  | No items                                                                                                 |