

WLC STRATEGIC COUNCIL MEETING MINUTES – JUNE 2017 - APPROVED

Meeting:	June 2017 Strategic Council Meeting	Facilitator:	Bryan Hughes, President
Date:	06/12/2017	Minute Taker:	Troy Wenck, Secretary
Location:	Woodbury Lutheran Church – Valley Creek Campus	Participants:	Voting Council Members: <ul style="list-style-type: none"> • Bryan Hughes, President • Renee Boehme, Vice President • Bob Petrich, Lead Elder • Lisa Smith, Treasurer • Troy Wenck, Secretary • Tim Reberg • Linda Tank • Brian Schouviller Non-Voting Participants: <ul style="list-style-type: none"> • Pastor Tom Pfothenaur • Mark Stutelberg, Business Administrator • Arthur Grant
Start/End Times:	7:00 PM – 8:30 PM	Absentees:	Voting Council Members: <ul style="list-style-type: none"> • Cynthia Gustafson

AGENDA ITEM	DISCUSSION POINTS	MOTIONS, DECISIONS AND/OR ACTION ITEMS
Opening	<ul style="list-style-type: none"> • Meeting opened with Prayer 	
Open Forum	<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • None
Approval of Prior Month's Minutes	<ul style="list-style-type: none"> • May meeting minutes were presented and will be approved via email upon final distribution of requested changes. • April action items were reviewed. 	<ul style="list-style-type: none"> • None
Consent Agenda Topic: Senior Pastor Report	<ul style="list-style-type: none"> • West end steps are under construction with parking lot to follow upon completion. • Draft audit report expected by 6/23 • Leadership Development process and handout reviewed. • Financial Administrator Position Description was reviewed. 	<ul style="list-style-type: none"> • Action Item (June) – Tom Pfothenaur to make adjustments to Financial Administrator Position Description after review of the Audit based on its recommendations.
Financial Report:	<ul style="list-style-type: none"> • May contributions below budget but YTD numbers are ahead. • Net Income over budget is inaccurate because all Easter income has been included but only the budgeted \$60K Easter special offering expense. After adjustment for that irregularity, Net Income would be about \$35,000 (2.5%) favorable to budget. 	<ul style="list-style-type: none"> • Action Item (June) – Mark Stutelberg to make adjustment to reflect full expense of Easter Offering to match full giving of Easter offering such that the Income Statement accurately reflects the full gift and full expense. • Action Item (June) – Mark Stutelberg to issue balance sheets quarterly reflecting the close of each fiscal quarter.
Perpetual Calendar May: Policy Review	<ul style="list-style-type: none"> • The president will conduct the Senior Pastor's review in the coming weeks. 	<ul style="list-style-type: none"> • Action Item (June) – All to give Senior Pastor feedback items to Bryan by 6/23.

AGENDA ITEM	DISCUSSION POINTS	MOTIONS, DECISIONS AND/OR ACTION ITEMS
Elders Update	<ul style="list-style-type: none"> • Not discussed 	<ul style="list-style-type: none"> • None
Ministry Planning: Third Site	<ul style="list-style-type: none"> • Not discussed 	<ul style="list-style-type: none"> • None
Other Topics	<ul style="list-style-type: none"> • Reviewed Status of Multiply and draft collateral materials. Launch date is 9/30/17-10/1/17 	<ul style="list-style-type: none"> • None
Closing	<ul style="list-style-type: none"> • Meeting closed with Prayer. 	

Council Agenda Items Based on Policy Manual Perpetual Calendar

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