

**WLC STRATEGIC COUNCIL MEETING MINUTES – FEBRUARY 2018 - APPROVED**

<b>Meeting:</b>	<b>February 2018 Strategic Council Meeting</b>	<b>Facilitator:</b>	Bryan Hughes, President
<b>Date:</b>	2/15/2018	<b>Minute Taker:</b>	Renee Boehme, Vice President
<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>• Lisa Smith, Treasurer</li> <li>• Cynthia Gustafson</li> <li>• Tim Reberg</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>• Mark Stutelberg, Business Administrator</li> <li>• Vicar Christian Jones</li> </ul>
<b>Start/End Times:</b>	6:30 AM – 8:00 AM	<b>Absentees:</b>	Voting Council Members: <ul style="list-style-type: none"> <li>• Bob Petrich, Lead Elder</li> <li>• Troy Wenck, Secretary</li> </ul>

<b>AGENDA ITEM</b>	<b>DISCUSSION POINTS</b>	<b>MOTIONS, DECISIONS AND/OR ACTION ITEMS</b>
Opening	<ul style="list-style-type: none"> <li>• Meeting opened with prayer</li> </ul>	
Open Forum	<ul style="list-style-type: none"> <li>• None</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>• January minutes were reviewed.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Decision:</b> Brian Schouviller moved to accept the January meeting minutes and Tim Reberg seconded the motion. The motion carried unanimously.</li> </ul>

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Consent Agenda Topic: Senior Pastor Report	<ul style="list-style-type: none"> <li>• See Senior Pastor Report</li> <li>• <b>Call Committee update</b> - Have 10 good candidates identified. Will begin phone interviews. Feeling optimistic we will find a good match.</li> <li>• <b>Strategic Planning Process</b> - Completed analysis on congregation age demographics. Strong population in the &lt;30 segment, but we need to dive deeper to understand level of engagement. John Foster completing further analysis. Sub committees have not yet been formed. Please forward names to Tom of those who express interest to participate.</li> <li>• <b>Endowment Team Strategy</b> - Haven't done anything with this is 6 months. Do we continue with this fund? Team leader to present at next council meeting on background of fund, challenges. Need to form a council team to oversee 1) How it's funded 2) How the funds are used - support the mission and vision of WLC 3) How they are distributed/issued.</li> <li>• <b>2018 Capital projects underway.</b> Have obtained estimates on paint, carpets, lights, wood floor updates for VC of \$200K and carpet, chairs for OH for \$45K. Pre-school and signage projects are also being assessed. Council will be updated on the roof.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Action Item (November)</b> –Tom Pfothenauer to develop strategy to respond to Mark Sheppard's retirement in May 2018. <b>(December Update)</b> - Set up a committee of knowledgeable members that can define the type of individual we are looking for and begin the search process. Needs to be able to design a worship service as well as drive music ministry forward in a multi-campus, dynamic environment like Woodbury Lutheran. <b>(January Update)</b> - Tom has begun process to identify possible replacements and is assembling a team to update job description. Also scheduling a celebration of his service</li> <li>• <b>Action Item (January)</b> –Tom Pfothenauer to review 2018 and 2019 goals as listed in the Senior Pastor Report and update them as necessary to align with current plans. <b>(January Update)</b> – Complete after strategic planning process.</li> <li>• <b>Action Item (January)</b> –Tom Pfothenauer to review perceived declining attendance at Oak Hill, verify if it is a trend, and identify actions to mitigate drop while Associate Pastoral position is vacant. (increased attention from Tom or other staff?) <b>(January Update)</b> – Looks like attendance is down +/- 20 people. Tom to assess and then mitigate drop if necessary.</li> <li>• <b>Action Item (February)</b> –John Foster to present strategic planning update to council at <b>May</b> meeting.</li> </ul>
Financial Report:	<ul style="list-style-type: none"> <li>• Giving remains strong.</li> <li>• Mark Stutelberg provided financials through 1/31/2018.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Action Item (February)</b> –Mark Stutelberg to verify why there is an \$8,000 income discrepancy between the income statement (\$68K) and the balance sheet (\$76K) fix it, and report back the outcome.</li> </ul>
Perpetual Calendar February: Review By-Laws, Orientation of New Council Members, Review Council Policies, Resolution of Sale of Stock	<ul style="list-style-type: none"> <li>• Council Policies were discussed.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Action Item (February)</b> –Troy Wenck to distribute the recently revised Council Policies for review by all.</li> <li>• <b>Action Item (February)</b> –Council to approve resolution for sale of stock in <b>May</b>.</li> </ul>

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Elders Update	<ul style="list-style-type: none"> <li>Worship discussions and prayer time have centered around the pastoral vacancy/presence at OH, the smaller worshipping community for the 5:00 pm and 11:00 Genesis services at the VC campus and the community outreach challenges at the LR campus.</li> <li>Pastors are reviewing names of men who can be raised up to serve as elders.</li> </ul>	<ul style="list-style-type: none"> <li><b>Action Item (December)</b> – All to forward names for candidates for consideration to serve as Elders to Bob or any pastor.</li> </ul>
Ministry Planning: Future Sites	<ul style="list-style-type: none"> <li>To be addressed as part of strategic planning process</li> </ul>	<ul style="list-style-type: none"> <li>None</li> </ul>
Other Topics	<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

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