

Lutheran Chaplaincy Outreach Board of Directors
Gloria Dei Lutheran Church, 123 E. Market St., Iowa City, IA

Minutes
February 5, 2013, 4 pm

1. Call to Order – 4:08 pm
2. Devotions – Frank
3. Approval of the December 4, 2012 minutes - approved
4. Treasurer’s Report – Warren - approved
5. Chaplain’s Report – Cindy
 - a. Revision of Report – continued discussion on clarifications and adjustments to be made.
 - b. Facebook page – growing in ‘friends’ and attention. It’s a good venue for sharing reflections and experiences. The board is encouraged to post on the wall!
 - c. UIHC evaluation will be Feb 25. Norm will participate/observe as a representative of the Chaplain Care & Oversight committee.
 - d. CTIM – Sat. Mar 9, 8:30 – 3pm – Cindy will not be attending but recommends the Board be represented at this event. Board will reimburse \$20 fee for member who will attend.
 - e. Synod Assembly list for 2013: W IA April 26-28; SEIA May 31-June 1 in Des Moines; NEIA June 2-9 at Luther, Decorah; N. IL. June 14-15 at Augustana in Rock Island. Cindy will not be attending all of them but encourages board participation. Resource and Development will coordinate our presence for these events.
 - f. Cindy will be attending the SEIA WELCA gathering Aug 2-3. She has a good relationship with this organization and would like to continue contact with them.
 - g. Oversight Committee – met Jan. 31 at Olive Garden. Cindy is engaging many suggestions discussed concerning the number of presentations she makes to congregations and assemblies, and setting goals for the New Year.
 - h. Sabbatical – ongoing prayerful consideration.
6. Committee Reports
 - a. Resource Development - Jan
 - i. Newsletter – Next one April. Deadline March 1. Theme: new life. Requests short articles from each board member.
 - ii. Visioning the hiring an executive director. Considering what we could afford and the specific job requirements of the position.
 - iii. Shared a sample letter to congregations for applying for funds from their endowment and trust fund.

- iv. Targeting congregations for contributions
 - v. New brochure for church councils and pastors
 - b. Chaplain Care and Oversight – met Jan 31 at Olive Garden. A great deal of discussion was had concerning the parameters of the chaplain position. We need to have specifics in writing for purposes of oversight and evaluation. We had considerable discussion also concerning setting goals, time management, and parameters for the frequency of public presentations. Next meeting April 4.
- 7. Unfinished Business
 - a. Chaplaincy Scholarship Awards – Ray – criteria is now on the website. Cindy will post it on Facebook.
 - b. Grant applications – Frank – Community Foundation of Johnson County – we will apply in July as the window for applications opens.
 - c. Affiliation with ELCA – Frank and Cindy - ongoing
 - d. Revision of Bylaws – Frank – approved. Warren will post on web site.
 - e. Zion Lilly grant – Frank – the Chaplain Care and Oversight will pursue this for Cindy’s sabbatical.
- 8. New Business – no new business
- 9. Announcements, comments, open forum
 - a. Next meeting – April 2, at 4:30p, Gloria Dei
 - b. Call for devotions for April - Val
- 10. Adjournment – 6:03pm