

# LCO Board Mtg. 4-13-10

Tuesday, April 13, 2010

6:32 PM

**Members present:** Phil Borleske, Frank Scamman, Lynn Thiede, Jan Pohl, Cindy Breed, Cathy Soppe, Ray Runkel

**Call to Order:** Phil called the meeting to order at 6:30 pm.

**Devotions:** Frank gave devotions

**Minutes:** 2/2/10 minutes approved -- corrections p2, the next meeting will be April 13th with Frank Scamman doing devotions

**Treasurer's Report:** Warren reported that income year to date is 14,670 which is down about 1000 from last year. Expenses are down about 1000 from last year also, but the newsletter will cost us a fair amount shortly. [The newsletter cost including postage was \$2,050] Report approved.

## Chaplain's report:

- Thanks for two weeks off
- Asked for questions about whether monthly report is useful, and members of the board said that it was.
- She gave a copy of the competency/performance review report and we discussed it.
  - Asked for CE for 4/23 -- \$50 approved
  - CE at retreat Center in October 21-24 (\$200 approved)
- Handed out the latest calendar display and presentation information and indicated that someone was needed to set up the display at SEIA WECA conference.
- Ray will be at all of the Iowa assemblies representing LCO when the synods vote on our resolution on CPE fund disbursement.

## Committee Reports

### *Chaplain Care Committee met on March 23*

- Jan is chair of committee
- Al Kruse has resigned from both board and committee. We expressed regret
- We have Invited Bill Dyar to do a workshop on fundraising. She suggested that we work as a board on the issues of promotion acting as committee of the whole.
- Warren took Cindy's quiz and made it into talking points and distributed to everyone on the board. It was indicated that the answer is wrong on who pays Cindy in the talking points.
- It was suggested that we look at the churches and WELCAs who have supported LCO over the past 5 years and reward them with certificates. Warren will put the list together and have certificates to be signed at the June meeting. We should also put together a priority group of those churches who have been served by Cindy.
- We should take advantage of people like Bob Githens and Al Kruse who don't want to be on the board but are willing to do other things for LCO like go to various meetings of WELCAs and synod assemblies.
- Try to get all at workshop on 4/24

### *Oversight committee report.*

Committee will be convened shortly.

*Chaplain care committee will be meeting April 20.*

**Unfinished business**

1. ELCA CPE Student scholarship resolution will be introduced at each synod assembly. If approved, we can disburse funds.
2. Ray suggested that we should have membership on the LCO board from each synod and then to have board members approved by the synods so that we would have standing within the church. We should consider joining Lutheran Services in America which would also provide us an endorsement of the ELCA. A possible task force on this could consist of Ray, Jan, Al Kruse, Val, Roy Nilsen, and possibly Leonard Larson to consider how this might be done.
3. Suggest a resolution that would urge support of LCO by congregations and auxiliary at each synod assembly.
4. Document retention was discussed. Wartburg seminary maintains an archive of records of Lutheran organizations. Warren suggested that we have an electronic copy saved by two other members. Jan moved we add that the suggested bylaw on document retention be added to the bylaws, Ray seconded and the motion passed unanimously. [The suggested bylaws are included are attached with these minutes.] [This vote to add this to bylaws will be done again at the next meeting since board members since they didn't have the proscribed 10 days advance notice before being given a paper copy of this material.]
5. Conflict of interest policy would be added to the section on board members. Cathy moved and Jan seconded that we add this to our bylaws. This vote to add this to bylaws will be done again at the next meeting since board members since they didn't have the proscribed 10 days advance notice before being given a paper copy of this material.
6. Val Lembke did an audit of the treasurer's financial records and made the following recommendations to President Borleske.
  - a. Add a second name to the bank account
  - b. Discussed the control problem that ensues because the treasurer handles both income and expenses. He suggested adding a level of expense at which the board would have to approve the expense, possibly something over \$500.
  - c. He also suggested that a ledger account be created for our creditors.
7. Action on Audit Report: Jan moved and Lynn seconded that Frank Scamman and Warren Boe be the people who have access to the LCO bank accounts. The motion passed unanimously.
9. There will be a workshop with consultant Bill Dyar that will be held April 30, at UIHC.
  - a. Cindy will send an email to everyone with directions to the room which she will reserve for us. It will be the Atrium A and B off elevator E.
  - b. It will start at 9:30 a.m. Warren will bring donuts; Phil will bring coffee and a larger pot.
  - c. Jan will do devotions for the workshop with Bill Dyar on 4/24/10.
10. Cindy will be gone last week in April on vacation

11. Next board meeting will be 6:30 pm at Gloria Dei on Tuesday, June 15th. Lynn will do devotions for the meeting on June 15th

The meeting adjourned at 9 pm.

Submitted by

Warren Boe, Acting Secretary