

## Minutes for the LCO Board Meeting

Date: 12/1/2009

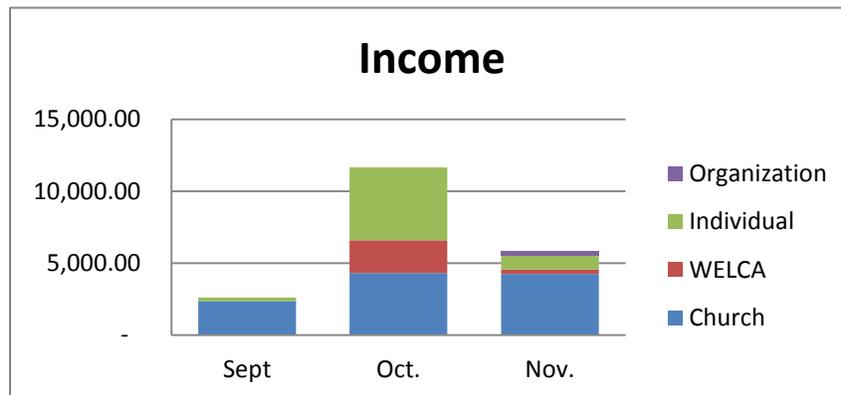
Present: Jan Pohl, Cathy Soppe, Val Lembke, Frank Scamman, Phil Borleske, Ray Runkel, Lynn Thiede, Warren Boe, Cindy Breed

The meeting was called to order at 6:36 by President Phil Borleske. Cathy Soppe led the devotions. Cindy volunteered to do the devotions for the next meeting on Feb. 2<sup>nd</sup>.

The Secretary reported that the minutes included the bylaw changes. The minutes were approved.

The Treasurer reported that income for this year at \$45,293 exceeds income to this point last year by over \$6,000. Last year, however, LCO received almost \$19,000 in December. Expenses year to date are \$58,779 and are 94.5% of last year's at this time. Cathy asked how much response there had been to the letters that have gone out. The following table provides some insight into this question:

Month	Monthly Income	YTD Income
August	371	25,168
September	2,608	27,776
October	11,668	39,444
November	5,849	45,293



Cindy's letter went out in September and the other letter went out in Early October. Jan reported that there are 1,862 churches, WELCAs, and Individuals on our mailing list. Cathy, Lynn, and Val were informed of the printed materials that we have available and their location. Most are stored in cabinets above the coat closet at Gloria Dei. They include envelopes, FAQ, Bulletin inserts, and a general piece about the chaplaincy. Warren said that he would send the bylaws to the board.

Jan moved that the treasurer's report be accepted and Ray seconded, and the report was approved.

Cindy presented her report which included a nice narrative of a day in her life as chaplain. Jan suggested that Cindy write this presentation up and we could use it in a future newsletter. Cindy reported that she was finished serving as dean of the Brighton Conference as of Jan. 1<sup>st</sup> 2010. Cindy will have her professional evaluation at UIHC as she completes her 13<sup>th</sup> year there as chaplain. Frank Scamman will be asked to work with her on this evaluation. Synod reports have to be submitted by March 1, 2010.

Phil reported that Carol Mahnke has resigned from the board but has agreed to serve on the Chaplain Care Committee. Warren moved that Carol be appointed to the Chaplain Care Committee, Cathy seconded and the motion passed.

Jan reported on the Resource Planning Committee discussion at its meeting earlier in the day. She suggested that we send certificates to churches and WELCAs who had provided local support over the past 5 years since LCO was started. We should make a pitch to get into church budgets. The next newsletter will be sent in March. The plan is to send newsletters in March, June, September, and December. Bill Penix will edit the next newsletter and Jan will try to find someone who is willing to edit the newsletter on a regular basis. The next Resource Planning Committee meeting is 10 am on Jan. 12 at Gloria Dei in Iowa City.

#### Unfinished Business:

Scholarships for ELCA CPE students: Ray Runkel said that we need to go to the bishops of the three Iowa synods to get approval to offer scholarships from the CPE scholarship fund we administer. Ray will work with Roy Nilsen to write a resolution to be presented at the 2010 synod assemblies. Phil will send the resolution to each of the synods. Phil will prepare a letter to announce the scholarships to possible candidates for the awards.

Jan visited Zion Lutheran Church in Muscatine and requested they consider giving LCO 0.5% of their annual budget.

Val Lembke agreed to chair an audit committee to do an informal audit review of the treasurer's books sometime in January or February. Jan moved we accept Val as chair of the audit committee, Lynn seconded and the motion passed. He will recruit member(s) to join this committee.

The budget for next year was considered. Warren proposed that we keep the same budget as last year with the exception that the pension/medical amount would be increased. The motion passed. It was also agreed that we keep consultant funds in the budget and that we adjust the budget for CPA dues to \$250 for next year. Continuing education funds will be kept at the same level as last year. Warren moved and Ray seconded that the budget be approved with those changes and that the chaplain position be continued at 75% time for the next year. The motion passed. The budget for next year is included at the conclusion of the minutes. [The budget is going to be delayed for a short while.]

It was suggested that we get the Publicity Committee re-established and functioning again, but it was decided that we should increase the size of the Resource Planning committee and charge that committee with handling publicity as well. It was suggested that we include a request for volunteers for the board and its committees in both our next newsletter and the Synod's newsletter, Crossroads.

#### Upcoming Meetings:

Resource Planning Committee 10 am Tuesday, January 12<sup>th</sup> 2010 at Gloria Dei in Iowa City

Board Meeting 6:30 pm Tuesday, February 2<sup>nd</sup>, 2010 at Gloria Dei in Iowa City

Board Meeting 6:30 pm Tuesday, April 13, 2010 at Gloria Dei in Iowa City

Board Meeting 6:30 pm Tuesday, June 1<sup>st</sup>, 2010 at Gloria Dei in Iowa City  
Annual Meeting 6:30 pm on Tuesday, August 3<sup>rd</sup>, 2010 at Gloria Dei in Iowa City

The meeting was adjourned at 8:15 pm.

Respectfully Submitted by,

Warren Boe