

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

Minutes

April 11, 2013, 4 pm

Present: Frank, Val, Warren, Jan, Cindy, Ray, Norm, Lynn

1. Call to Order
2. Devotions –Val
3. Approval of the February 4, 2013 minutes - approved
4. Treasurer’s Report – Warren – approved – and already on the website – Thanks you!
5. Chaplain’s Report – Cindy
 - a. Revision of Report – much improved format, now including important requested stats for R&D.
 - b. Evaluation by Spiritual Services – evaluation with the hospital has been postponed. Norm will accompany on this when it is rescheduled.
 - c. Sabbatical – on going. With delays and deadlines the actual sabbatical may not happen until 2015. She has refocused her emphasis for this time to be on Healing Hands. There is a need to assemble a group of people with particular gifts relating to coordinating the design of the Sabbatical.
 - d. Confusion with Lutheran referrals- there has been some confusion about the interfaith chaplain who is also Lutheran. Cindy has emphasized that all Lutheran-specific referrals must be directed to Cindy and not to the interfaith chaplain.
 - e. Proposal for expending vacation days per encouragement from Chaplain Care and Oversight – she currently has 2 years worth of days to use. With some noted exceptions she will be taking Thursdays off through the end of the year to spend these down. This has been approved by Noelle in the UI Chaplaincy office. This won’t affect her interfaith hours but should spend down her vacation days without greatly affecting general coverage. M/S/C to accept this plan.
 - f. A DVD was made of Cindy’s presentation at Zion in West Union. This will be made available for viewing on the website and Facebook page.
6. Committee Reports
 - a. Resource Development - Jan
 - i. Newsletter – still needs articles! Needs material tomorrow! The theme is ‘New Life/Easter’.
 - ii. Targeting congregations for contributions – getting into new congregations and thanking those that have been contributing are the focus.
 - iii. Bill Dyer proposal - Bill coordinated with Jan on a proposal for a temporary staff position as a development person with the Board. This position could include attending synod assemblies, indentifying contacts, training volunteers, and following up on contacts. It was suggest this also

include help in recruiting board members. This temporary position would be a good trial opportunity to help the Board form a better vision for a future full time position and its cost. M/S/C to accept proposal as written with expectations of the Board in accepting this proposal:

1. monthly reporting to the Board on goals and contacts
 2. monthly meeting with R&D - first meeting May 15, 1pm
 3. Contract to begin April 15, 2013 and end July 15, 2013.
- iv. Lynn will write up the contract to accept Bill as Development Director for LCO. He will be acting as an independent consultant on contract to this Board and attend Board meetings as a visitor.
- b. Chaplain Care and Oversight – met April 4.
- i. Much discussion ensued concerning establishing the standard for carry over of vacation, continuing education, and sick day hours (reference chaplain report above). It was recommended that the chaplain not supply preach more than 6 times per year.
 - ii. Greg took the sabbatical issue to the Deans meeting. They were very open to the idea of encouraging pastors to help supply chaplaincy hours while she is on Sabbatical. She to write out specifics of what is required of volunteers for providing that coverage. Other details of discussion are mentioned in the chaplain report.
 - iii. Next meeting scheduled for July 16.

7. Unfinished Business

- a. Chaplaincy Scholarship Awards – Ray – on-going; with approximately \$18,000 remaining it has been suggested we seek three individuals to each receive \$6,000 awards.
- b. Grant applications – Frank – Community Foundation of Johnson County – shall be submitting application soon
- c. Affiliation with ELCA – Frank and Cindy – ongoing
- d. Zion Lilly grant – Frank – we’ve learned that this grant is only available to pastors in congregations, so we must seek other avenues for Cindy’s Sabbatical.
- e. Leighty Foundation Grant – Frank has submitted a request.

8. New Business

- a. Further grant applications - Thrivent – Val has submitted for funds to support the newsletter.
- b. Need a 2012 audit – M/S/C for Val will manage the audit.

9. Announcements, comments, open forum

- a. Next meeting –Gloria Dei – Tuesday, June 11, 4:30 pm
- b. Call for devotions for June - Norm

10. Adjournment – 6:26 pm