

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

Minutes
Tuesday, December 7, 2010

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

1. Call to Order - Frank called the meeting to order at 6:45.
2. Devotions - Frank offered devotions from Hebrews.
3. Previous minutes - The October 12, 2010 minutes were reviewed and accepted.
4. Treasurer's Report - The treasurer's report was reviewed and accepted. Warren presented the 2011 budget proposal that was moved, seconded, approved.
5. Chaplain's Report – a printed report was handed out including an LCO Presentations and Display list through 2011. These were reviewed and accepted.
6. Committee Reports
 - a. Resource/Development
 - i. Next newsletter to go out in March.
 - ii. It is still difficult to recruit new members
 - iii. Reviewed lists of congregations served and whether they have given to LCO
 - iv. We plan to contact those congregations that have not given to discuss partnership/giving opportunity.
 - v. Grant writing is being explored for future consideration.
 - vi. Discussed strategic planning as next step
 - b. Chaplain oversight - still seeking a new head for this committee.
 - c. Chaplain Care - no report.
7. Unfinished Business
 - a. Chaplaincy Scholarships – Ray reported progress. A list of criteria for applicants needs to be assembled. Potential requirements are being explored, including financial need and synodical endorsement. Inclusion of lay applicants (e.g. Deaconess, AIM) has been discussed. Several persons have been contacted and have agreed to serve on a selection committee.
 - b. New Board members – still searching for candidates.
 - c. Grant Application to Hope Lutheran – we received a \$1250.00 check.
 - d. GoToMeeting – Frank and Bill reviewed this programming that allows meetings via computer. Warren suggested trying out another free programming system – Elluminate - through the University to see if it will work successfully to our purposes before we invest money in GoToMeeting. It was moved and seconded for Warren to present this at next meeting.
 - e. Charity Ledger – this donor accounting data base system was reviewed. Warren will set up and manage this system. The costs of \$345.00 for purchase and \$100 annual maintenance fee were approved last meeting.
 - f. Board member liability was discussed and the suggestion made to contact an attorney for advice and guidance on this subject

8. New Business

- a. Further grant applications - other potential grant sources and possibilities for funding LCO were discussed, with particular interest in exploring the potential opportunities through Ely Lily grants.
- b. Strategic Planning - Work toward making Cindy full time. We need to get our yearly cash flow stable before soliciting funds to start an endowment.
- c. We must do the 'gum shoe' work of contacting congregations Cindy has served that have not yet contributed to LCO.
- d. Board expansion – we need to bring nominees to the Feb 1 meeting.
- e. The Southeast Conference has contacted Frank to set up a meeting.
- f. Bill Dyer – Frank will contact him about meeting with us in February or March, to help us develop a formal strategic plan.
- g. Correction to LCO Directory – Phil's email is P.Borleske @yahoo.com (add the '.' After the P)

9. Announcements

- a. At the request of Cindy, it was moved to approve \$575 per month housing allowance for 2011. The motion was seconded and approved.
- b. The next meeting will be February 1, 2011, 6:30 pm at Gloria Dei

10. The meeting adjourned 8:17pm with Lord 's Prayer.

Respectively submitted,
Lynn Thiede, Secretary