

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

Minutes

Tuesday, August 2, 2011, 6:30 PM

Present: Frank Scamman, Phil Borleske, Jan Pohl, Warren Boe, Cindy Breed, Val Lembke, Lynn T. Thiede

Absent: Ray Runkel

Visitor: Nancy Keel

1. Call to Order – Frank called the meeting to order at 6:25 PM
2. Devotions – Frank – discussed a recent church retreat at EWALU
3. Approval of June 7, 2011 minutes – approved as corrected
4. Treasurer's Report – Warren – It was approved to send \$1000 to Mailworks in advance for the August newsletter. The treasurer's report was approved.
 - a. Credit card possibilities:
 - i. PayPal would cost 2.2% of amount of transaction plus 30 cents per transaction
 - ii. DonateNow is another option, but cost prohibitive.
 - iii. It was approved that Warren set up PayPal for donations on our website.
5. Chaplain's Report – Cindy – Her full time work, with the quarter time inter-faith/non-denominational work for the hospital, is going very well. She is easily able to compartmentalize her work for the hospital and work for LCO, with mornings dedicated to the hospital and the rest of the day to LCO. She is overdue for an evaluation so Frank is to set up one with the acting head of Spiritual Services before September 1. Cindy and husband Ed will celebrate the 25th anniversary of their ordination on August 14 at St. Andrews in Cedar Rapids. Frank, as Board President, will participate in the service.
6. Committee Reports
 - a. Resource Development - Jan
 - i. Newsletter – The August mailing is focusing on congregational commitment and should be out in the next couple of weeks. November will be an abbreviated one combined with our fundraising letter. Theme will be 'Telling the Story'. Each is challenged to find a testimonial to share – just a paragraph will be enough. Verbal permission is sufficient for direct quotes. Deadline for articles is November 1.
 - ii. New members - Nancy Keel has been a great help as 'word smith' for the newsletter and also with work on brochures. Thank you, Nancy!
 - iii. Targeting users for contributions – see above
 - iv. Presentations to potential contributors – we need work here
 - v. Thrivent Choice – some money is coming in
 - vi. Resource Development will need to meet on a monthly basis for a while in order to accomplish current needs.

- b. Chaplain Oversight – no report
 - i. New head
- c. Chaplain Care – met July 13th. Looking for a few more members. Next meeting will be October.

7. Unfinished Business

- a. Chaplaincy Scholarship Awards – Ray – Warren will add a navigation bar on the website for scholarship application instructions.
- b. New Board members – Frank – has contacted three people – no response as yet. Warren has also made a solid contact for potential membership.
- c. Grant applications – Frank – Frank is renewing the grant application to Hope Lutheran.
- d. ooVoo – Frank – He has explored it. It has good potential for our needs over Skype.
- e. Proposal-for-funding document – Frank’s draft has been circulated and can be the basis for follow-up contact after a phone call.
- f. Discussion of Dyar comments – He was very forthright in expecting action.

8. New Business

- a. Further grant applications – pending
- b. Frank is sending a letter to the ELCA Division for Church in Society requesting affiliation of LCO with the ELCA. He requested approval of the process – approved.
- c. Election of Officers – Because of the difficulty in recruiting new members to the Board, the bylaws were amended to allow 3 3-year terms. Opened nominations for officers: Frank, Jan and Lynn are in the middle of 2-year terms. Warren was reelected as treasurer.
- d. Val Lembke presented his audit report for 2010. The report was approved and will be posted on the web site.

9. Announcements, comments, open forum

- a. Next meeting – October 13, 2011
- b. Call for devotions for October – Lynn will lead devotions

10. Adjournment – 8:40 pm