

## Luther Park Annual Meeting Minutes February 3, 2024

Board Members Present: John Moen, Ted Bensen, Martin Halom, Josie Wilterdink, Christine Anderson, Kris Jenson, Beth Kley, Jeff Merritt, Anna Sorenson, Jon Strand, Mike Vetsch, Bethany Walker

Board Members Absent:

Others Present: Executive Director Eric Klein

Parliamentarian: Pastor Brad Peterson

- Call to Order: Called to order at 10:02 am by John Moen
- Devotions: Executive Director Eric Klein
  - 2 Corinthians 5:17 In the bustle of life, it's easy to get wrapped up in routines. Good to see things from a new lens. Stand and point at the sky, rotate your finger in clockwise motion. Begin to move your hand down along your body. Your hand is no longer going clockwise, but counter clockwise. We need to change perspective. New staff, new board, new vantage point. When we view others and situations through the beautiful lens of Christ's love, we can bring light and love into the world.
- Parliamentarian: Pastor Brad Peterson
- Presentation of Facebook Live Procedures: Pastor Martin Halom
  - All are welcome, either in-person or on Facebook. All voices are welcome and need to be heard. Liz Caya will monitor and keep vote counts.
- Presentation of Agenda: Motion to Approve or Revise
  - Carl Ames, Central Lutheran, Mondovi, moved. Bill Evans, Bethany Lutheran, Rice Lake, second. All approved.
- Roll Call:
  - Declaration of Quorum to Conduct Business: 44 Churches represented by 86 Delegates, quorum met.
- Acceptance of New Member Churches:
  - None
- Introductions:
  - Staff - Executive Director Eric Klein
    - Liz Caya; Associate Program Director, knows everything!
    - Bill Reed; Property Manager
    - Jan Ramlet; Housekeeper
    - Joan Stuart; Head Cook
    - Beth Kley; Cook

- Abby Vander Laan; Program Director
    - Mickey Mueller; Office Manager
  - Board - Board President John Moen
    - Vice President: Ted Bensen, Treasurer: Martin Halom, Secretary: Josie Wilterdink
    - All Board: Jeff Merritt, Mike Vetsch, Beth Kley, Christine Anderson, Kris Jenson, Anna Sorenson, Jon Strand, Bethany Walker
- Minutes of 2023 Annual Meeting: February 4, 2023 - Motion to Approve or Revise
  - Carl Ames, Central Lutheran, Mondovi, moved. Joan Moe, Hope Lutheran, Eau Claire, second. All approved.
- Summer 2023 Slide Show: Associate Program Director Liz Caya
- Board President Report: John Moen
  - Full report is in the Annual Report
  - Thanks to Ted for creating the full annual report.
  - Many thanks to Interim Exec Director Dick Iverson. The Exec Board was in the full process of searching for Executive Director and Program Director.
  - Many thanks to the full office team at Luther Park.
  - Much work was made and is still on-going in updating and clarifying the financials.
  - New Mission Statement, Vision Statement, and Core Values
  - Many thanks to those that participated in specific fundraising efforts like Retire the Debt with Dave and the Heart for Park Auction
- Executive Director Report: Eric Klein
  - Full Report is in the Annual Report
  - Only a partial year of work at Luther Park
  - Looking at things with fresh eyes, a new perspective. New staff in many areas. How to look at things we have and how we can use them in new or different ways.
  - Many refreshing projects happening; painting, cleaning
  - New camp week ideas; fishing, farm
  - New visions on how to use different Luther Park sites; Woods, Farm Center
- Finance Committee Report: Pastor Martin Halom, Treasurer
  - Full Financial Report is in the Annual Report
  - Many thanks to the finance committee: Pastor Brad Peterson, Pastor Anna Sorenson, Jon Strand, Dave Lehmkuhl
  - From a year ago, we have come a long way and made many changes. We now have full online banking access. We now have access to online QuickBooks Finances. This makes tracking and accounting much easier.

- Many hours of time and energy were put into simplifying and understanding the finances by the entire team.
  - There was much confusion one year ago about the finances revolving around the Ministry Center. More money was raised than spent, which did not make sense. Every record was poured over to create a full document of all giving and spending. A few years ago, Luther Park was hit with a very hard financial year, and money was moved from the Ministry Center monies to use for the camp operations monies. A reserve account has been created to ensure monies given to the Ministry Center will only be used on the Ministry Center.
  - We also performed an audit this past year. First, it was very difficult to find a firm that would even perform the audit for us. Eric and Martin have worked to get all the very deep and detailed paperwork to the firm. This is a much more in-depth process than anyone anticipated. However, this means that the audit was unable to be complete in time for today's meeting. Question on the floor of how much the audit will cost. We allotted \$18,000 in the budget, however it will only cost approximately \$7,500.
  - Finally, we apologize for the state of the finances and report one year ago. However, we have put in place ways to account for money deposits and transfers and committees that are working to make sure that all information is correct.
  - Comment on the floor to commend the board for their work to audit and rectify inaccuracies and misinformation.
  - Question on floor if monies used for operational costs will be moved back to "repay" the Ministry Center. Reserve account will keep money separate. There are many projects that need to be funded, especially the basement of the Ministry Center, repaying the Endowment, capital improvements to Covenant, and payment of the debt for the Ministry Center; there is a payment plan built into the 2024 budget and the board will determine where surplus money can be allocated. Question on floor of the amount of misdirected funds; the best estimate at this time is less than \$94,000.
  - Stephanie Nelson, Modena Lutheran, Modena, moved. Gary Gienapp, Our Savior's Lutheran, Chippewa Falls, second. All approved.
- Endowment Fund Committee: Chair Scott Davis
    - Acknowledgement of other members. Secretary Paula Davis, Treasurer Wayne Kendrick, Board Representatives Martin Halom and Christine Anderson, and Executive Director Eric Klein.
    - Established long ago to give back to camp, but was neglected in the past few years. As part of the 2022 Strategic Planning process the Endowment Committee was renewed and updated.
    - New job descriptions were created for Endowment committee members. Developed processes for the board and committees. Established communication.
    - By-Laws were not being followed and many were outdated. Realigned and updated the By-Laws.
    - Reinvested funds for higher interest yield.

- Steve Nelson, Modena Lutheran, Modena, moved. Carl Ames, Central Lutheran, Mondovi, second. All approved.
- Old Business:
  - Nothing
- New Business:
  - New Mission Statement, Vision, and Core Values: Christine Anderson, LP Board Member
    - Audrey Kusilek, Bethany Lutheran, Rice Lake, moves. Carl Ames, Central Lutheran, Mondovi, second.
    - Christine Anderson presented. In March 2022 various representatives met to begin the Strategic Planning process. As part of that, over the course of a year, changes to the Mission Statement, Vision Statement, and the creation of Core Values were created.
    - Mission (what we're doing): Luther Park invites people of all ages to explore the life changing love of God.
    - Vision (where we're going): Luther Park will expand our ministry of the Gospel in ALL seasons, on ALL sites, with ALL people.
    - Core Values (how we will get there): Relationships, Safety, Community, God's Grace, Celebration of God, God's Creation, Adventure, and Fun.
    - All approved.
  - Proposed Luther Park Constitution Updates: Vice President Ted Bensen
    - Carl Ames, Central Lutheran, Mondovi, moves. Kris Jenson, Shepherd of the Hill, Elk Mound, second.
    - Ted Bensen presented. There were many typos and grammatical errors in the previous version, almost like a draft version.
    - Constitution Revisions include: C1.02 correction of errors, C2.02 replaced new mission statement, C3.01 correction of errors, C3.01.01 deletion due to it being only applied to the original version of the constitution, C3.01.03 becomes .02 correction of errors, C4.01 deletion of sentence to align with by-laws, C5.01 updated wording to align with current terminology, C7.01 rewording to align with modern technology, C7.02 correction of errors, C7.03 rewording, C7.04 rewording for logic, C7.06 rewording to align with modern technology, C7.07 rewording, C8.01 rewording to align with modern technology, C9.01 reworded entirely for clarity, C9.03 rewording to align with modern technology, C10.01 rewording to align with modern practices (Question on floor of who will be completing the process, an outside auditing firm will complete. The constituency will be able to request an audit. Jon Strand commented that firms strongly recommended to not do full audits unless mandated externally.), C10.02 rewording, C10.03 rewording, C12.01 rewording to align with new board membership reflected in by-laws.

- Question on floor to include exactly how communication will happen. Communication will be using online sources in written form and sent in some written form to the constituent congregations. Concern on the floor is that many churches are not forwarding Luther Park information into the congregations. Delegates should be proactive to facilitate that transfer of information.
    - Anna Sorenson called the question. Vote and All approved. Discussion ended.
    - Vote on standing motion. All approved.
- Proposed Luther Park By-Laws
  - Audrey Kusilek, Bethany Lutheran, Rice Lake, moved. Sandi Gunderson, Chetek Lutheran, Chetek, second.
  - Ted Bensen presented.
  - B2.04.01 rewording for clarification, B2.04.05 rewording for clarity, B2.04.06 rewording for clarity, B2.04.07 rewording to reflect modern terminology, B3.04.01 rewording, B4.04.02 rewording to reflect modern practices, terminology, and corrections, B4.04.03 rewording to align with modern needs.
  - All approved.
- Proposed Endowment Fund By-Laws Updates: Chair Scott Davis
  - Carl Ames, Central Lutheran, Mondovi, moved. Vicki Frankhauser, Our Savior's, Bloomer, second.
  - Scott Davis presented.
  - Throughout Section I, better understanding of committee procedures and responsibilities. Sections II.14, III.10, and III.1.1, increased language for accountability and protection. Expanded financial benefits to Luther Park from 90% Interest to 90% interest earned AND market-based investments to not exclude 5% year-end balance. Section IV.2, revised procedures to ensure required updates can be made. All Sections, significant grammar and spelling corrections.
  - All approved.
- Special Meeting: Sunday, April 21, 2024
  - Via Zoom at 4:00pm
  - Second Vote on Constitution Updates
  - Second Vote on By-Laws Updates
  - Second Vote on Endowment Fund By-Laws Updates
  - Agenda cannot be added to,
  - Wayne Kendrick moves to include an audit report at this special meeting. A motion cannot be accepted now, but can be a suggestion. It is unknown if the board will have the full audit report at that time. A motion can be made at the beginning at the special meeting. Wayne edits; moves that if the full written audit report from the audit firm is available, it will be presented by the board at the special meeting. Bill Evans, Bethany Rice

Lake, second. Question on the floor of whether the board must first approve the audit report presented to the board by the audit firm before providing the report to the corporation. Suggestion on the floor is for the issue to be brought to the next following board meeting. All approved.

- Jean Moats, St. John's Lutheran, Alma, moves to recess for lunch and return later to continue the meeting. Vicki Frankhauser, Our Savior's Lutheran, Bloomer, second. Motion is denied; the meeting will continue without recess.
  - Proposed 2024 Budget: Pastor Martin Halom
    - Danella Christianson, Our Savior's, Stanley/Fall Creek moves. Pete Kolpack, Living Water, Cameron, second.
    - Increases in revenue.
    - The board supports funding for staff development for our new, younger staff.
    - New line item for loan payments.
    - Question on the floor: increase in banking fees? Accounting firm costs have increased slightly and the line is more representative.
    - Question on the floor: Why are kitchen costs increasing? Need to equip the kitchen appropriately.
    - Question on the floor: If we are increasing summer staff numbers, are increases to pay encompassing those hired as summer staff? Yes.
    - All approved.
  
- Election of Board Members:
  - Four At-Large Nominees
    - Christine Anderson (Incumbent)
    - Ted Bensen (Incumbent)
    - Pastor Martin Halom (Incumbent)
    - Pastor Katie Wagner
    - No nominations from the floor.
    - Kris Jenson, Shepherd of the Hill, Elk Mound moved. Joan Moe, Hope Lutheran, Eau Claire, second. All approved.
  
- Election of Nominating Committee
  - No nominations on the floor.
  - Cluster 1: -
  - Cluster 2: -
  - Cluster 3: -
  - Cluster 4: -
  - The board will appoint.
  
- Installation of Board/Endowment Fund Committee Members: Pastor Diane House, Synod Minister

- All members came forward. Pastor Diane provided a blessing on the blessings and talents, much hard work, of the board and committee members, quoting from St. Paul in 1 Corinthians 12.
- Out-Going Board Member Recognition
  - Pastor Mike Vetsch
  - Limerick provided by Ted Bensen in appreciation of Mike's attention to details.
- Announcements
  - Many thanks to the staff that make this meeting possible.
  - Spring Work Day: Saturday, April 20, 2024
  - Heart for Luther Park: Sunday, August 4, 2024
  - Next Annual Meeting: Saturday, February 1, 2025
  - Lunch in Dining Hall
- Adjournment
  - Carl Ames, Central Lutheran, Mondovi moved. Jeff Merritt, Christ Lutheran, Menomonie second. All approved.
  - Adjournment 12:35 pm.
- Lord's Prayer and Table Prayer: Pastor Mike Vetsch