

Minutes for
CENTRAL STATES SYNOD EXECUTIVE COMMITTEE
January 25, 2019

New Synod Office: 402 W 14th St., Kansas City, MO 64105

Present: Bishop Roger Gustafson, Dennis Allerheiligan (Synod Vice President), Scott Schulte (Treasurer), Rev. Chad Langdon (Secretary), Chelsea Deines, Susan Boxberger, and Rev. David Strommen. Present from the Synod staff was Rev. Susan Candea (Bishop's Associate and Director for Evangelical Mission).

1. CALL TO ORDER

Meeting was called to order at 10:11am by Dennis Allerheiligan. He opened with prayer.

2. DWELLING IN THE WORD

Dwelling in the word was skipped because we got a late start.

3. INFORMATION AND CONSENT ITEMS

3.a. Secretary's Report

Chad Langdon presented minutes from the October 19-20, 2018 meeting of the Synod Council taken by Loren Mai, who was the secretary at the time. It was MSC (Susan B., David) to approve the minutes.

3.b. Treasurer's Report

Scott Schulte presented the Treasurer's Report in 3 parts: a review of the current financial picture, the Proposed Spending Budget for 2019, and discussion about the proposed Spending Budget for 2020 (which was to happen near the end of the meeting).

3.b.i. Review of current financial picture

Scott presented a written report covering our financial status as of 11/30/18, after 11 months of the fiscal year, ending January 31, 2019. Highlights:

- \$1,516,984 was received as income from congregations.
- \$766,192 was contributed to Churchwide.
- \$803,697 was spent as Synod expenditures.
- Total Support & Revenue was \$1,574,883, which is \$11,683 less than anticipated and \$54,033 less than last year.
- Total Expenditures were \$1,569,889, which is \$16,678 less than anticipated, and \$40,846 less than last year.
- There is a net surplus of \$4,994, as compared to an \$18,181 surplus last year.
- Other notes include:
 - December 2018 giving was very large, as we received \$211,085.
 - We are close to meeting our anticipated giving if we have a good January.

- Synod expenses are less than budgeted, but we still have some outstanding grants to pay.
- Total Support & Revenue is lower than expected and much less than last year's amount.

3.b.ii. Proposed Spending Budget for 2019

Due to changes in our financial situation, adjustments are needed to the FYE 1/31/20 Proposed Budget that was approved at the 2018 Synod Assembly. Scott presented a Revised Spending Budget for FYE 1/31/20 for discussion.

- Changes from the Proposed 2019 Budget to the Revised 2019 Budget include:
 - Anticipated Giving lowered from \$1,680,000 to \$1,640,000 in order to be more realistic.
 - Reimbursements lowered from \$64,400 to \$50,000 in order to be more realistic.
 - Churchwide giving is lowered from \$845,000 to \$825,000 because anticipated income was lowered.
 - Changes to Synod Salaries & Benefits were proposed to reflect changes in health insurance coverages of family members. The budget line item was lowered from \$508,147 to \$492,295. It was noted that some of the health insurance coverages not reflected in this budget can come from spending Wellness Dollars if necessary.
 - Travel budget was reduced from \$51,000 to \$45,000, which seems to be more in line with what we spent last year. The new offices also have technology that can be utilized for better virtual meetings & possibly help lower this cost.
 - Rent & Occupancy was lowered from \$40,800 to \$36,502. Rent for the new offices is \$2,000/month, but we need to include moving expenses in this budget. In future budgets Rent will be \$24,000.
 - Office Operations was able to be lowered from \$50,000 to \$46,400 due to some technology changes.
- There were questions and discussion about:
 - Moving expenses – The final cost of moving the Synod Offices will total about \$11,600.
 - Bishop Transition Set Aside – What is the most we would need to accumulate and set aside in the event of a change in bishop? Scott said that we would need a maximum of \$120,000 to cover the severance packages outlined in our policy documents.
 - Family Health Insurance Coverage - As of the meeting, there is still a little uncertainty about who will be enrolled in family insurance coverage. The best estimate is reflected in the Revised Budget, but there is a chance we may need to find about \$12,000 somewhere else to cover everything.
- It was MSC (Scott, David) that we approve the FYE 1/31/20 Revised Budget, with the provision that we may have to amend it before Synod Council regarding the \$12,000.

- Scott reported that an error had been found in the Portico contribution for the retirement of a staff member and it would be addressed by using funds from the wellness fund.

3.b.iii. Proposed Spending Budget for 2020 – This was discussed later in the meeting.

(Scott left at 11:00am for a work call.)

3.c. Bishop's Report – This was presented later in the meeting.

4. OLD BUSINESS

4.a. Review of New Ministries

- Laotian Ministry – Issues & discussions about the Laotian Ministry will be tabled until the next meeting due to the recent death in Pastor Ben's family.
- Lutheran Church of Hope, Des Moines – The synod staff reported on conversations about starting a satellite site of Hope in Kansas City. Hope-Des Moines put together a written proposal that outlines their dreams and intentions. The Central States Synod Mission Table and local clergy have said that we'd rather be in partnership with this new ministry than not. The Bishop has had multiple contacts with Churchwide advisors and the staff of Hope-Des Moines about this new ministry. There are concerns about where they have been meeting, which is located between Kaw Prairie and Salem. A site location task force was formed from those two congregations and the task force said it was ok to launch. Secretary Boerger from Churchwide recommended that the satellite site become a Synodically Authorized Worshipping Community under Central States Synod.
 - There are still potential questions about accountability, but the understanding is that if they grow to the size of needing an ordained pastor, that pastor would go through Central States Synod call process and be completely under Central States Synod jurisdiction.
 - There are still questions about Communion & how that works.

It was MSC (Chelsea, Chad) to approve this satellite site of Hope-Des Moines as a SAWC. See attached for the official document & signatures.

4.b. Nominating Committee

- The nominations grid was presented for elections at the 2019 Synod Assembly to fill positions on the Consultation and Discipline Committees.
 - It was MSC (Susan B., Chelsea) to approve the following openings:

Consultation Committee:	Term ending
Female Clergy	2025
Male or Female Clergy	2025
Discipline Committee:	
Female Clergy	2021
Male Clergy	2025

Male Clergy	2025
Female Clergy	2025
Lay Female	2025

- Resolutions Committee & Nominating Committee grids were presented. Kris Ross & John Heerboth were nominated to be appointed on the Resolutions committee, with terms ending in 2021. Barbara Jones was nominated to be appointed to the Nominating Committee, with a term ending in 2021. Mary Halliburton was nominated to be appointed to the Synod Compensation Guidelines Committee.
 - It was MSC (David, Chelsea) to approve these 4 people for these positions.

4.b.i. Synod Council Opening - We still need to appoint a young adult male to serve on Synod Council. It was suggested we contact William Strommen to be nominated to the Synod Council as the Young Adult Male. Chad Langdon agreed to contact to him.

4.c Update on new office space

- Special thanks were offered to the staff for their hard work during this transition. We also wanted to thank our synod attorney, Andrew, for his work on the lease.

5. NEW BUSINESS

5.a. Synod Council appointments

- Synod Secretary - The Bishop has appointed Chad Langdon to serve as Synod Secretary until 2019 Synod Assembly.
 - It was MSC (Susan B., Chelsea) to ratify the appointment, per Constitution S8.55.
 - The Synod Secretary position will be added to the 2019 Synod Assembly election grid. A new secretary will be elected to a 4-year term. They can be a layperson or clergy.
- Youth Position – Grace Vannoy has resigned her position on the Synod Council because she moved to Illinois for college. Theo Keese from Stuttgart, KS will be asked fulfill the rest of this term. Dennis will contact him about his willingness to serve.

11:55am break for lunch.

12:25pm Dennis reconvened the meeting. (Scott Schulte has rejoined the meeting.)

5.d. Synod Assembly Update – (Dawne Bockelman joined the meeting to provide updates on the upcoming assemblies.)

- 2020 Synod Assembly Update:
This Assembly will be held in St. Louis. Dawne has scoped out a lot of options for hosting the Assembly and provided a written report with several options. Based on her research, she recommends the following locations:
 - 1st choice is the Airport Renaissance in St. Louis.
 - 2nd choice is the Airport Marriot.

- 3rd choice is the Sheraton Westport Chalet.

It was MSC (David, Scott) to approve the recommendations and move forward with the Airport Renaissance location as our first choice, with the Airport Marriot as the backup option.

- 2019 Synod Assembly Update:

Dawne provided a written report containing a logo graphic and the Synod Assembly Budget. The theme will be “Baptized into Hope.” The budget for expenses is estimated at \$108,500.

- Voting machines – ELCA reps are recommending that we don’t use voting machines because they have had problems with them at other assemblies. It would cost approximately \$6,000 to use the machines. We had discussion about using them, but nothing was decided.

It was MSC (David, Susan B.) to set the registration fee at \$210 so that we can meet expenses.

(Dawne left the meeting.)

5.b. Roster Report

- The Bishop presented a written Roster Report.
- It was MSC (Bishop Gustafson, Chelsea) to approve (en bloc) retirement status for the following rostered leaders:

	effective date:
Rev. James Bennett	1/1/19
Rev. Brian Elster	10/1/18
Rev. David Fulton	12/1/18
Rev. Steven Little	11/1/18
Rev. John Mann	1/1/19
Rev. Kendra Nolde	1/1/19

5.c. Approval of Congregational Constitutions

- Susan C. presented a list of congregations that have changed/updated their constitutions. These changes were reviewed by Susan C. and Austin Krug, and recommended for approval. These congregations were:
 - Messiah, Springfield, MO
 - Holy Cross, Creve Coeur, MO
 - Messiah, Lindsborg, KS
 - St. Paul, Herrington, KS
- It was MSC (Scott, Susan B.) to approve these congregational constitutions.

5.e. Kansas Interfaith Coalition

- A written report was presented about Kansas Interfaith Coalition. They are asking that the Central States Synod move into a recognized partnership with this organization. An official partnership would make them eligible for certain grants so they can continue their advocacy work. It could be a mutually beneficial relationship. This will be passed on to the Synod Council for further discussion.

5.f. Update on the Gathering Table building

- Susan B. & Susan C. presented a written report and recommendations about this building that the Synod now owns. Highlights from the discussion include:
 - The building is in poor condition. A lot is not in usable condition.
 - There is a severe lack of organization.
 - A discussion happened about the building, the ministry, leadership & accountability.
 - There are 4 recommendations in the written report. Dennis will ask Leroy Zimmerman to get involved and spearhead some kind of help. Susan C. is going to put together a small task force to institute the 4 recommendations. Then we talked about a 5th recommendation that should be completed first – a complete assessment of the viability of the building by doing a complete building inspection, to be paid for by the ministry. Susan C. will look into getting the building inspected. If its not viable, we need to look at how to do the ministry in a different space.
 - The 5 recommendations in order are:
 - 1) Perform a complete building inspection to assess the viability & safety of the building.
 - 2) Create a more clear and focused mission statement for the ministry.
 - 3) The rooms need to be decluttered and organized based on the purpose of the ministry.
 - 4) Repairing and maintaining the plumbing.
 - 5) Developing a plan for regular maintenance and cleaning of the property.
 - It was MSC (David, Scott) to approve these recommendations and pass them along to the Gathering Table for follow-up.

5.g. Property in Chapman, KS update

- This property was sold to a Nazarene church 3 years ago. Per the contract of the sale, for 3 years, they were to give 5% of their offerings to Prairie Winds Parish and 5% of their offerings to Camp Tomah Shinga. Susan C. will review the contract to make sure that this obligation was fulfilled. A final report of this transaction will be presented to Synod Council in March.

At this point in the meeting, there was a discussion about the upcoming officer elections at the Synod Assembly. It was noted that all 4 officers (Bishop, Vice President, Secretary & Treasurer) are up for election. The Constitution in S8.55 says that Vice President, Secretary & Treasurer are all elected to four year positions, even if the previous officer was unable to finish their term. Per S18.13, we will not be able to amend the Constitution before we need to do these elections. Susan C. is going to check with ELCA offices to get guidance for how to eventually put it in the Constitution that we want our officer elections to become and remain staggered so we do not run into this situation again.

ITEMS FROM EARLIER IN THE AGENDA WERE DISCUSSED HERE**3.c. Bishop's Report**

The Bishop presented a written report. Discussion highlights:

- We will be focusing on Congregational Vitality starting at the Synod Assembly.
- We talked about the ramifications of Loren Mai's resignation from the roster.

3.b.iii Proposed Budget for 2020

- Scott & the Bishop talked about trying a new approach to the budgeting process called a "clean sheet" approach. Rather than just continually modifying the same basic budget we've had for years, they suggested that we start with our priorities and build the budget accordingly. From the Bishop's perspective, big priorities in the coming years for the Synod are Congregational Vitality & Leadership Development.

(The Bishop left the meeting at 2:15pm to deal with an emergency situation.)

- Discussion among the Executive Committee continued around the questions:
 - What are our priorities / responsibilities as a synod?
 - What staffing fits our priorities?
- Suggested priorities from the Executive Committee included:
 - Provide, maintain & grow congregation leadership (rostered, lay, campus ministry, youth, candidacy, assemblies, convocations)
 - Pastoral care & oversight for rostered ministers
 - Nurturing mission through congregations
 - Strengthening relationships
 - Interpreting work of the church
- We then ranked these suggested priorities by assigning them a value based on how important we thought they were and what percentages of resources (time & money) should generally be spent on each one. Based on the assigned %, we estimated an approximate amount we could be spending on this as it relates to projected (minus what we send to Churchwide & the Bishop's salary because both of those are basically fixed costs). This is what we came up with as a starter for further discussion:

Suggested Synod Priorities:	%	Approx. value
1. Provide, maintain & grow congregational leadership	45%	\$312000
2. Nurture mission through congregations	20%	\$140,000
3. Pastoral care & oversight for rostered ministers	15%	\$105,000
4. Interpreting work of the church	10%	\$70,000
5. Strengthening relationships	<u>10%</u>	<u>\$70,000</u>
Total:	100%	\$697,000

5.h. Bishop's Review

Because of time and the Bishop's absence, the Bishop's Review was tabled.

6. ADJOURNMENT AND PRAYER

It was MSC (Scott, David) to adjourn the meeting. We closed with the Lord's Prayer at 3:15pm.

UPCOMING MEETING DATES

Synod Council: March 15-16, 2019

Executive Committee: May 3, 2019

Synod Council: June 6, 2019

Synod Assembly: June 6-8, 2019

Respectfully Submitted,

Rev. Chad Langdon

Secretary, Central States Synod