

FINAL MINUTES
Tuesday, October 25, 2016

PRESENT: Ordained: Brase*, Hoft, Knox*, Rothchild, Rueger*, Saunders*
Lay: Brendes, Doellinger, Eastburn*, Nuehring*, Schroeder, Swales*,
Venteicher*, White (*voting members)

1. Call to Order: Chairman Rueger called the meeting to order at 9:00 a.m. Rev. Rueger led the board in the Service of Prayer & Preaching including Hymn 873, and a reading from Luther's comments on Luke 18:9-17.

2. Approval of Agenda: The board made the following additions to the agenda: New Business – 8. Amended job description for the Communications/Technology Coordinator, 9. Camp Board of Directors appointments. By consensus, the board approved the agenda as amended.

3. Approval of Minutes: Moved and seconded to approve the July 19, 2016 Board Meeting minutes as published. Minutes were approved.

4. Correspondence: The board received LCEF Summer Quarterly Update. Kari Markla and Deje Jensen accepted the Early Childhood Co-consultant position.

5. Treasurer's Report: Treasurer Nuehring presented the Treasurer's report. The report included IDE 5-Year Comparison Receipts, IDE Income & Expense Detail, IDE Statement of Financial Position, IDE Death Benefit Review for Annuities, IDE Loans Payable, IDE 2016 Workshops, and IDE 2016 Congregational Remittances, all updated for the quarter ending September 30, 2016.

The Treasurer reported: a. District support from Congregations up from last year at 68.04% of budget compared to 67.73% in prior year. We received \$415k above the budgeted amount of \$1,200,000. If we receive the same amount in 2016, we will finish the year \$31k above the budgeted amount of \$1,200,000. b. Actual expenses were higher than budget through September by \$11k (\$50k for Charles City). Total revenue is trailing budget by \$65k through September. c. Investment Committee met on October 18, 2016. Until elections are over, it will be a tough market to predict. d. Need to approve housing allowance for 2017.

Moved and seconded to accept the Treasurer's Report. Report approved. (The Treasurer's Report, Exhibit A, is attached to the protocol copy of these Minutes.)

6. President Saunders' Report: The President reviewed his report. The Vacancy Update included New Hope, Charles City, Chris Gorshe, vacancy pastor; Trinity, Davenport, Senior Pastor; Calvary, Deep River, Stuart Rethwisch, vacancy pastor; Immanuel, Grinnell, Fred Berry, vacancy pastor; Messiah, Mason City, Clarke Frederick, vacancy pastor; St. Matthews, Sherrill, Kris Kincaid, vacancy pastor; St. John, Waverly, Keith Brustuen, vacancy pastor; Faith, Waterloo, John Wegener, vacancy pastor; and Zion, Wilton, Jeffrey Pautz, vacancy pastor.

Pending calls were Martin Schultz, St. Paul, Wood River, Illinois, to Trinity, Davenport; and David Menet, Walnut, Illinois to Faith, Waterloo. Declined calls were Bert Mueller, Westgate to St. Paul, Woodworth, Illinois. First, Belle Plain, and St. Paul, Luzerne have formed a multi-congregation parish. School vacancies were St Paul, Latimer – principal/teacher combination.

President Saunders commented on a variety of Synod issues and answered questions.

Moved and seconded to approve the President's report. (President Saunders' Report, Exhibit B, is attached to the protocol copy of these Minutes.)

7. ATTP Doellinger's Report: ATTP Doellinger reviewed her report. She highlighted her attendance at several conferences/meetings, including the Education Executive Orientation by the LCMS School Ministry Office, which she found very helpful. The IDE Early Childhood Conference will be held March 25th. She will attend the IACS meeting followed by an IDE Principal's meeting to discuss *Protect Your Ministry*. Contributions to the Iowa Lutheran Student Tuition Organization are up 2%. She continues to work on setting up preschool visits. (ATTP Doellinger's Report, Exhibit F is attached to the protocol copy of these Minutes.)

8. ATTP Rev. Dr. Rothchild's Report: ATTP Rothchild reviewed his report. He distributed pictures from the Eastside Mission in Davenport for future reference. (Exhibit I attached to the protocol copy of these minutes.) They are looking at possibly buying the neighboring vacant lot.

The Mission Committee has revised the Funding Plan for New Hope Lutheran Church, Charles City (Exhibit D attached to the protocol copy of these minutes) to serve as a guide for future budgeting. Original funding plan was insufficient for calling a pastor at this time. The committee's subsidy recommendations are a part of the proposed 2017 budget.

The 2018 IDE convention will be June 29-30 at the Kirkwood Hotel and Convention Center in Cedar Rapids. The Proclaiming Christ Jesus! Campaign stands at a total of \$648,664 received and pledged. (Exhibit E attached to the protocol copy of these minutes.) (ATTP Rothchild's Report, Exhibit C is attached to the protocol copy of these Minutes.)

9. Unfinished Business:

A. Ratification of email vote on CCM nominations: By email vote the board approved the nomination of Cory Andrews, Heidi Abegg, Michael Umayam and Jacob Spencer for the CCM. Moved and seconded to ratify the nominations of Cory Andrews, Heidi Abegg, Michael Umayam and Jacob Spencer for the CCM. Motion carried.

10. New Business:

A. Amended job description for the Communications/Technology Coordinator position: Office Committee chair Eastburn presented the amended job description for the Communications/Technology Coordinator position (Exhibit K attached to the protocol copy of these minutes). Proposed changes were the salary level moved to SL I-A and the following added under the "Position Qualifications": "The ability to solve practical problems with a variety and a number of variables, and with limited standardization. Use judgement to interpret instructions." Moved and seconded to adopt changes to the job description in the IDE Employee Handbook. Motion carried.

B. Employee Handbook Changes: Office Committee chair Eastburn presented the proposed changes to the IDE Employee Handbook (Exhibit J attached to the protocol copy of these minutes). Changes to sections II. H. Overtime and Minimum Wage, III. D. Holidays, III. J. Personal Business, VI. A. Payday and VI. H. Overtime were required to comply with new Department of Labor guidelines concerning the increased trigger level of salary, hours etc. between exempt and nonexempt employees. Moved and seconded to adopt changes to the IDE Employee Handbook as outlined in exhibit J. Motion carried.

C. 2017 Budget Approval: The board reviewed the proposed 2017 Budget (Exhibit H attached to the protocol copy of these minutes). The Treasurer and Office Committee explained adjustments from the current budget for 2017. Moved and seconded to approve

the 2017 proposed budget. Motion carried. (Final 2017 IDE Budget, exhibit M, is attached to the protocol copy of these minutes.)

Moved and seconded for it to be resolved that Iowa District East authorizes and establishes the 2017 housing allowance for all called employees equal to 50% of each called employee's gross salary. Motion carried.

11. Camp IoDisECa report: Camp IoDisECa Executive Director Daniel Sanchez reviewed the camp's purpose, improvements, finances and future. The goal is to provide a quality camping experience as a "Lutheran" camp in support of IDE congregations, members, youth, church workers and pastors. The camp board has started a retained earnings fund to address significant opportunities, needs and challenges. Daniel answered a number of the board's questions.

12. Lunch Break: The board adjourned for a dine-in lunch at 12:02 pm. Rev. Rueger led the board in a meal prayer. The meeting resumed at 12:40

13. New Business (cont.):

D. LCEF Earnings Distribution: Moved and seconded to assign the LCEF earnings distribution of \$34,355.67 to help fund Camp IoDisECa in 2017. Motion carried.

E. Appointment of Reconcilers: President Saunders nominated Dave Knuth, Trinity, Cedar Rapids and Dick Hoelz, Zion, Hiawatha to fill the vacant District Reconciler position. The board voted and selected Dave Knuth. Moved and seconded to appoint Dave Knuth, Keith Egger, Rev. Michael Knox and Rev. Gary Sears as District Reconcilers. Motion carried.

F. School's Committee Appointment and Approval of Congregation's Constitutions were deferred by consensus.

G. Set BOD meetings for 2017: By consensus, the board set the following 2017 meeting dates: January 31, April 18, July 25, October 24.

H. Camp Board appointments: During his report Daniel Sanchez recommended Steve Woolery, Faith, Waterloo and Rich Oelrich, St. John, Keystone be appointed to the camp board. Moved and seconded to appoint Steve Woolery and Rich Oelrich to the Camp IoDisECA Board of Directors. Motion Carried.

14. Next Meeting: The next meeting will be Tuesday, January 31, 2017, 9:00 a.m. at the district office. Rev. Dr. Saunders will lead devotions.

15. Adjournment: By consensus the meeting adjourned. The meeting was declared adjourned at 1:03 pm.

16. Closing Devotions: Rev. Rueger closed with prayer.