

## Elders Board Minutes – May 12, 2020

**Elders present (Absent):** (Bob Hinze), Bobby Merritt, (Brad Owens), Chuck Tomac, Gary Watkins, John Rondema, Hugh Bennett, Lee Lugibihl, Mike Sheets, Rolf Christensen; Pastor Mark

**Growth Session:** Pastor Mark sent out chapter 2 from the *During the Transition*, a guide that includes a lot of Barna research. Elders identified highlights from the chapter to share what might be important as we go through transition from one pastor to another.

### A. Regular Business Items

- Approve minutes for last month: Approved via email
- Directors Board Elder Representatives: Sharing by Hugh/Brad – Recap of financial review; we are in pretty good position with offerings holding consistent; the transition to the new accounting firm has smoothed out issues. DB approved continuing to pay preschool staff through the school year, with agreement of how staff would continue to work and support preschool families. There was a need for the funding of more equipment to enhance live streaming, with streaming continuing after the CORONA crisis is over. A congregational meeting will be scheduled for June 28. Hopes for a celebration when the crisis is over.

### B. Information or Consent Agenda Items:

- Approved by Consent:
  - Membership change as recommendations by elders: One family unit from COV:Reg Worshipper to NA/Former COV
- Information
  - Chuck provided an update on preschool staff activities, services to children and families, sharing that we are offering online preschool as well as packets for parent pickup; all preschool families are participating.
  - Update on communion by appointment – Holy week about 20 family units participated; for the future, families can make an appointment with Pastor Mark for personal communion.
  - Pastoral Search Committee- Request from EB for an update this Sunday.
  - DFM Search Committee – Met last Tuesday with Michelle turning over the committee to Chris Bolf as chair; next meeting is next Tuesday, hopefully with Dust Kunkel, our LCMS NW District liaison/support involved.
  - Elder Mentoring– The Elder Election Process for 2020 was reviewed. Tom Hester has accepted the nomination. Mentoring assignments have been made by Pastor Mark; mentoring should take place between May 17 and July 13. Chuck will email a copy of the Mentoring Guide to elders.

### Prayer Time

### C. Discussion/Action Items:

#### 1. Review Draft Ministry Plan for 2020-21

The board reviewed the modified ministry plans that had been submitted; there were a couple pending. The board also began revision of the Elders Ministry Plan and the elders portion of the Shepherding & Congregational Care plan. There was a question about whether the Directors Board should also have a ministry plan, without any clear recommendation from Elders Board; this will be brought to the Directors Board for consideration.

#### 2. Evangelism Leadership Planning

Tabled.

**Next Monthly Topic:** Finalize next annual ministry plan; Consider lead pastor's review of staff

### Pending elder meeting topics in proposed priority order: (agreed upon, Oct. 22, 2019)

- Protecting BSLC's Ministry – Continue the review of policy/procedure documents
- Guest Speakers Policy (DB Request)
- Complete written procedure(s) for 'Member Care'
- Elder Board Policies - Cataloging, Accessibility, Overview, Review Plan
- Biblical Eldership (How do we want to function? Called/elect?)
- Mass mailings for special services

## Ongoing Work of Elders – Annual Topics

Topic	Timeline
Assessment of congregation’s active ministry plan * Staff accountability update (w/connection to ministry plan)	January (Mid-year check-up) Monthly updates through SMR (staff to format SMR to clearly include)
Staff Performance: A. Mid-year staff performance check-up B. Review/revise policies for staff accountability	A. February B. February – alternate years
Annual Elder Election Process – Nominations * Staff accountability update	March
Review and comment on draft annual ministry plan	April
Finalize next annual ministry plan	May
Consider lead pastor’s review of staff	June
Review of lead pastor.	June
Annual Elder Election Process – Candidate Affirmation	July
Plan for/assign adult Bible Classes (Sundays)	July
Board facilitator for coming year	August
Review of membership & confirmation processes * Staff growth goals shared	September
Doctrinal “check-up” – Areas needing strengthening? Living It out as a body	October
Assessment of spiritual care of the congregation (small groups/shepherding: review, update, how to best support and encourage) Note: Coaches to establish a rubric & process for assessing	November
* Staff accountability update (written report if no meeting)	*December
Below: Former Topics – to <u>no longer</u> be included in annual topics:	
Review of progress on present congregational goals	Covered through annual ministry plan & assessment; address needs for growth/shortfalls within that process.
Deacon Ministries – encouragement for teams doing well and support for those struggling	Shared well through SMR

\* Not yet adopted by EB; recommended for consideration by Lee and Chuck.

*Revised and adopted, 2/24/15; August topic added informally, Aug. 2016*