

**North Wisconsin District – LCMS
Board Orientation and Board of Directors Meeting
August 1 & 2, 2022**

Minutes

NWD Board Members Attending

Rev. Dr. Dwayne Lueck, District President
Rev. Timothy Shoup, First Vice President
Rev. Ryan Fehrmann, Second Vice President
Rev. Preston Paul, Third Vice President
Rev. Donald Engebretson, District Secretary
Mr. Dwayne Maroszek, Treasurer
Mr. Bryon Graff
Mrs. Chrystal Lindeman
Mr. David Mellem
Dr. Jeffrey Nielsen
Mr. David Post
Mr. Craig Timm, Chair
Mrs. Althea Wirtala

North Wisconsin District Staff Present

Mr. Bill Jordan
Mr. DJ Schult

NWD Board Unable to Attend

Rev. Aaron Gehrke
Mr. Brian Betts

Guests

Rev. Dr. Timothy Roser

Recording Secretary

Lori Kavajecz

Monday, August 1, 2022

Board Orientation was held at St. Mark's Lutheran Church in Wausau beginning at 9:00 a.m. President Lueck opened with Devotion.

The following topics were covered:

- Team Building Activity – DJ Schult
- Review roles of the District President, Board of Directors, Staff and Standing Committees – President Lueck
- Demographics – Bill Jordan
- District/Camp Board Relationship – Dr. Roser
- Board Governance Overview – DJ Schult
- Board Policy Manual – Dr. Roser
- Staff Roles – DJ Schult and Bill Jordan
- Treasurer Role – Dwayne Maroszek
- District Mission Work – President Lueck

The meeting adjourned at 3:30 p.m. The group was invited to Willow Springs Garden for Fellowship and Supper at 5:00 p.m.

Tuesday, August 2, 2022

President Lueck called the meeting to order at 9:08 a.m.

Opening Devotion – Rev. Shoup provided the Opening Devotion.

Adoption of Agenda

A **motion** was made and seconded to adopt the agenda as presented.

APPROVED.

Election of Chair

President Lueck opened the floor for nominations to elect the Board Chair. Rev. Shoup nominated Mr. Timm given his past experience as Board Chair. No other nominations were submitted. Mr. Timm stated he would let his nomination stand. A **motion** was made and seconded to appoint Mr. Timm to the position of Board Chair for the North Wisconsin District Board of Directors.

APPROVED.

Election of Vice Chair

Chairman Timm opened the floor up for nominations to elect the Board Vice Chair. Rev. Paul nominated Mr. Graff. No other nominations were submitted. Mr. Graff stated he would let his name stand. A **motion** was made and seconded to appoint Mr. Graff to the position of Vice Chair for the North Wisconsin District Board of Directors.

APPROVED.

Appoint Treasurer

President Lueck shared that Mr. Maroszek has been the District Treasurer for the last two years and has done a great job and recommended his reappointment. A **motion** was made and seconded to approve the reappointment of Mr. Maroszek as the District Treasurer for the 2022-2025 triennium.

APPROVED.

Conflict of Interest Compliance Form

Board members were asked to review and sign the Conflict of Interest form that was included in their board packets and return them to Mrs. Kavajecz by the end of the meeting.

Consent Voting Agenda

- May 2 & 3, 2022 NWD Board minutes
- Resolution to Approve Appointment of General Counsel
- Resolution to Approve Appointment of District Staff
- Approval of Schedule of Board of Directors meetings for next triennium (2022-2025)

A **motion** was made and seconded to approve the Consent Voting Agenda as presented.

APPROVED.

2025 District Convention Venue & Date

President Lueck proposed that the 2025 District Convention be held at the Central Wisconsin Convention + Expo Center in Rothschild and be scheduled for June 1 & 2, 2025. A **motion** was made and seconded to approve the location and date for the 2025 District Convention.

APPROVED.

Treasurer's Report

Management Letter/Auditor's Report

Mr. Maroszek shared that the District is required to have an annual audit performed with an audit company of their choice. The District had previously retained Wipfli LLP located here in Wausau. Mr. Maroszek sent out RFPs and from those returned he reviewed them with the staff and it was determined to retain Hawkins Ash for the 2021 audit. Moving to this new firm saved the District \$12,000. The audit took place the week of February 14, 2022. Mr. Maroszek stated that both the District and Camp audit showed no issues with the financials. He also shared that a Management letter was provided that explains potential other weaknesses in the internal controls and suggestions to improve. Given the size of our staff, segregation of duties is a weakness that shows up in the letter. He shared that a monthly financial statement is provided and reviewed at the monthly staff meetings.

NWD Unaudited June 2022 Financials & Consolidated P & L

Mr. Maroszek shared that the end of month financials for June 2022 show that we are at \$740,000 in congregational income; budgeted \$706,000 and that we are at \$960,000 for expenses; budgeted \$930,000. There was nothing out of the ordinary to report.

A **motion** was made and seconded to approve the June 2022 month-end financials. **APPROVED.**

Approved at November 1, 2022 North Wisconsin District Board of Directors

Budget Review

To familiarize the new Board with the budget, Mr. Maroszek shared an overview on how the budget is prepared that will be brought before the Board in November.

District President's Spouse Travel Expense

Chairman Timm stated that in the past two trienniums a motion was approved to allow for the business travel expenses of the spouse of the District President to be paid when traveling with the District President on District/Synod business. A **motion** was made and seconded to support the ministry of the District President and his spouse by paying the business travel expenses incurred by her for any travel related to District/Synod during this triennium. **APPROVED.**

2022 District Handbook / Board Policy Manual

President Lueck stated that this topic was covered more thoroughly during the Board Orientation yesterday and reminded the Board once again that these are great resources as they continue their work for the District.

Role of Standing Committees

Chairman Timm directed the Board to the attachment in their packet that shared the purpose and responsibilities of each of our Standing Committees. He presented the following assignments to represent each committee:

Administrative Services Committee (ASC)

Mr. Brian Betts
Rev. Donald Engebretson
Mrs. Chrystal Lindeman
Mr. DJ Schult
Rev. Timothy Shoup

Governance Committee (GC)

Rev. Aaron Gehrke
Mr. Bryon Graff
Dr. Jeffrey Nielsen
Mr. DJ Schult
Mrs. Althea Wirtala

Audit & Investment Management Committee (AIM)

Mr. Dwayne Maroszek
Mr. David Mellem
Mr. David Post
Mr. Craig Timm

Stewardship Committee (SC)

Rev. Ryan Fehrmann
Mr. Bill Jordan
Rev. Preston Paul

Chairman Timm shared that the District Employee Handbook also requires the formation of a Sexual Harassment Committee. The following individuals have been assigned:

Mr. Brian Betts
Mrs. Chrystal Lindeman
Rev. Dwayne Lueck

Review Outcome Policies

President Lueck provided a brief overview of the Outcome Policies. Board members asked how they can help to encourage and support District staff to stay on task and reach completion of the goals under each policy. After discussion, it was determined that the Board will review the outcomes at their November meeting to make sure they are still in alignment with our Strategic Plan. It was requested that information on this topic be shared in the Google folder prior to the meeting to help the Board prepare.

Constitution and Bylaw Changes

District Secretary Engebretson submitted the following constitution revisions for approval:

- Peace – Antigo
- Our Redeemer – Bessemer (*contingent upon minor change in Article 7*)
- Trinity – Medford (*contingent upon requested change in Article 9*)
- St John – Algoma
- St Paul - Manawa

A **motion** was made and seconded to approve the Constitution and Bylaws as noted above.

APPROVED.

State of the District – August 2022

President Lueck shared a brief overview of the State of the District. He also shared a report on his recent activities.

Staff Reports

Bill Jordan

NWD Business Manager

- District Convention
- LWML Convention in Green Bay; also tech guy for electronic voting
- Negotiated a new contract with LCMS Foundation for gift planning
- Concordia Plans work for staff – benefit elections, etc.
- Special assignments as requested

LCEF

- Continued work with congregations on lines of credit, new building projects, etc.
- Promote Consecrated Stewards (*Synod-sanctioned program*)
- LCEF Sundays
- Demographic reports when requested
- Heading to Barrington, IL for Quarterly Leadership Summary meeting end of week

DJ Schult

- Making Disciples for Life – National Lutheran Schools Week theme and Chapel Talks theme
- Currently have 19 elementary, 3 high school and 30 stand alone schools
- 20 of our 22 schools are NLSA (*accredited*)
- 18 of 22 schools are voucher schools
- 5 new principals and 2 staff vacancies
- Only 26% of Synod teachers are rostered
- TEC21 – National cohort program for LCMS teachers to better implement technology in the classroom. Cohorts meet monthly in Green Bay and Wausau. Offered in the NWD for 7 years and impacted 133 NWD teachers. NWD supports this financially. Two outstanding cohort leaders for NWD are Sue Lilienthal and Mike Schmidt.

Other Business

Signing and Presentation of Certification of Election to District President

Vice Presidents Shoup and Paul had to dismiss themselves from the meeting early. Vice President Fehrmann and District Secretary Engebretson signed the Certification of Election and it was presented to District President Lueck by Chairman Timm. Signatures of Vice Presidents Shoup and Paul will be obtained at the November meeting.

Resolutions

Board members were reminded to review the Resolutions from the 2022 District Convention found in the Google Folders - Resolutions.

Investments

Mr. Maroszek asked for a few minutes to discuss the investments for the District. He shared that we have investments that are controlled by the LCMS Foundation which are showing a negative return of 18% and we have District-controlled investments that are running at a negative 13%. As a total our investments are down about 16%.

Rev. Fehrmann closed the meeting with a prayer of thanksgiving and safe travel.

The meeting was adjourned at 1:45 p.m.

Respectfully submitted,

Reverend Donald Engebretson, District Secretary
Lori A. Kavajecz, Recording Secretary