

**Southeastern Minnesota Synod  
Executive Committee  
Minutes  
March 18, 2003**

Vice-president Shirley Gangstad called the meeting to order at 4:15 PM in the Synod Office Conference Room, Assisi Heights, Rochester, Minnesota.

Members present were: Bishop Harold Usgaard, Ms. Shirley Gangstad, Vice-president, Ms. Betty Ann Hernke, Secretary, Ms. Kathy Tanabe, Rev. Philip Lewison, Ms. Deborah Norrie, Recorder.

Mr. Jeffery Setterlund, Treasurer, was absent (excused).

Rev. Phil Lewison led devotions based on Isaiah 43.

There was no pre-printed agenda for this meeting due to Ms. Norrie's recent illness and absence from the office. The agenda was agreed upon as follows:

Secretary's report

Treasurer's report

Old Business

audit followup

assembly (council report, resolutions)

other old business

New Business

follow up on February council meeting regarding disability coverage to program staff

April council meeting planning

other new business

Adjourn

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Minutes of the February 18, 2003 minutes were distributed and presented by Ms. Betty Ann Hernke. Kathy Tanabe made a motion to accept the minutes as written.

**Moved;**

**Seconded;**

**Carried to accept the minutes of the February 18, 2003 meeting as written.**

In Jeff Setterlund's absence, Deborah Norrie presented the treasurer's report. The January accounting report was distributed and reviewed. The check register was reviewed by the committee. Because of her absence, the February deposits have not been processed. The bank balance is estimated to be about \$158,000. The ministry partners payments for February and March have not been paid as of this date. Rev. Phil Lewison made a motion to accept the treasurer's report.

**Moved;**

**Seconded;  
Carried to accept the treasurer's report.**

#### Old Business

Bishop Usgaard reviewed the resolutions received for the pre-assembly mailing. Ms. Norrie reviewed the revised Synod Council report on the Synod Constitution revisions.

Ms. Norrie reported that the audit is done and Steve Christopherson will attend the April Council meeting to present the audit. The auditors are still concerned about the lack of checks and balances in the office. Ms. Norrie will ask the auditors for specific things they would like done by a different person and report to the committee.

There was no other old business.

#### New Business

Rev. Barbara Knutson expressed concern about adequate disability coverage for Bishop Usgaard and the Synod Ministers. Ms. Norrie will talk to Barbara and clarify her concerns, determine if we have a gap that needs to be covered, and report to the committee.

The Synod Council meets April 11 - 12, 2003. Bishop Usgaard is working on the program for Friday evening. The Executive Committee is responsible for worship. Shirley Gangstad will preach Friday evening. She will notify the office of the texts she will use.

The meeting was adjourned at 6:00 PM and closed with the Lord's Prayer.

Respectfully submitted by,  
Ms. Betty Ann Hernke, Secretary  
Ms. Deborah Norrie, Recorder