

**Southeastern Minnesota Synod Council
Minutes
May 7-8, 2004**

The Southeastern Minnesota Synod Council met in retreat in Canticle Hall, Assisi Heights, Rochester May 7-8, 2004.

Friday evening, May 7th, the council met for dinner and discussion in the Earth Center.

Members present: Bishop Harold Usgaard, Vice president Shirley Gangstad, Secretary Betty Ann Hernke, Treasurer Jeff Setterlund, Rev. James Ahlquist, Rev. Daniel Baker, Ms. Ann Beatty, Ms. Marilyn Carpenter, Rev. Cindy Fisher-Broin, Rev. Randall Johnson, Rev. Barbara Knutson, Dr. Rebecca Koelln, Rev. Scott Olson, Mr. John Petersburg, and Ms. Beverly Sundheim.

Members absent: Rev. Mary Sue Dreier (unexcused), Mr. David Horning (excused), Ms. Cathy Mannel (excused), Rev. Richard Spande (excused)

Staff present: Rev. Audree Catalano, Larry Iverson, Deborah Norrie, Carolyn Goulet, Beth Gabriel, Cheryse Sloan and Kathy Bolin. Annie Lynsen was absent and excused.

Rev. Richard Mork, Outreach Director, Division for Outreach, ELCA, was also present.

Dinner was served at 6:00 PM. Bishop Usgaard led in brief introductions of the council members and led prayer. Staff members were assigned to one of 4 dinner tables. Council members were given numbers and moved from table to table for each dinner course. Synod Council and Synod Staff enjoyed dinner and interesting conversation as they got acquainted.

Following dinner, council members were assigned to groups for orientation. Synod staff members were stationed at assigned spots in the Earth Center and the synod office. The council groups moved from station to station to get a brief glimpse of the following items:

- Global Missions and Companion Synods – Kathy Bolin
- Partner Synod and an explanation of voting member – Shirley Gangstad
- How mission support and the budget work – Jeff Setterlund
- How congregational pledges (intents) work – Larry Iverson
- Assembly & Theological Conference – Carolyn Goulet
- Four church sizes and what they mean – BettyAnn Hernke
- River Crossings, Synod web site & ELCA web site – Annie Lynsen via video tape
- Conferences – what they do & how they relate to the synod – Cheryse Sloan
- Candidacy, First Call and sabbaticals – Audree Catalano
- Call process, mobility and Congregational profiles – Beth Gabriel

The meeting adjourned at 9:00. Bishop Usgaard and members of the Executive Committee led worship in Clare Chapel. Following worship, members of the council enjoyed fellowship time in the Earth Center.

On Saturday morning, May 8, 2004, the council met in the Sun Center, Assisi Heights at 8:00 AM for Breakfast with the Bishop.

As the council enjoyed breakfast, Shirley Gangstad reviewed the Synod Council notebooks that each council member received.

Bishop Usgaard spent some time explaining the process resulting in the strategic plan, *Called Into God's Marvelous Light*. He reviewed the 2005-2007 goals and the assignment of those goals. He then broke the council into 4 groups to discuss the four points of the strategic plan, the goals that have been set and how the council will work with them.

1. Joyful witnesses
2. Christ-centered disciples
3. Strong leaders
4. Communications

At 9:00 AM in Clare Chapel, the council was led in Morning Prayer by Shirley Gangstad and other members of the Executive Committee.

Following worship the Lay & Clergy Leadership Development Team, the Mission Planning & Action Team and the Congregational Renewal Team met in team meetings.

Following lunch, Shirley Gangstad called the business meeting of the synod council to order at 12:45 PM in the Sun Center, Assisi Heights, Rochester.

Members present: Bishop Harold Usgaard, Vice president Shirley Gangstad, Secretary Betty Ann Hernke, Treasurer Jeff Setterlund, Rev. James Ahlquist, Rev. Daniel Baker, Ms. Ann Beatty, Ms. Marilyn Carpenter, Rev. Cindy Fisher-Broin, Mr. David Horning, Rev. Barbara Knutson, Dr. Rebecca Koelln, Rev. Scott Olson, Mr. John Petersburg, Ms. Beverly Sundheim.

Members absent: Rev. Mary Sue Dreier (unexcused), Rev. Randall Johnson (excused), Ms. Cathy Mannel (excused), and Rev. Richard Spande (excused).

Staff present: Larry Iverson, Rev Audree Catalano, Carolyn Goulet, Deborah Norrie, Recorder.

The minutes of the council meeting February 21, 2004 were presented by Secretary BettyAnn Hernke. Marilyn Carpenter made a motion to approve those minutes. The motion was seconded and carried.

Voted

SC.04.05.01 to approve the minutes of the Synod Council meeting February 21, 2004.

A thank you note from Marilyn Bunge for flowers sent by the synod for Waldo's funeral was read to the council.

A thank you note from Carolyn Goulet for the 5 year recognition and bouquet of flowers at the synod assembly was read to the council.

Mr. Jeffery Setterlund presented the Treasurer's Report.

1. The Mission Support report for April 2004 was distributed. Total Mission Support for the quarter was \$476,532, 85% of the budget, 99% of the historical budget and \$16,000 ahead of 2003.
2. The March accounting report was distributed to the council. Mr. Setterlund and Ms. Norrie pointed out things on this report that the council will want to become familiar with and answered the council's question. Mr. Setterlund pointed out that the Board Designated Operating Reserve is \$104,626. This reserve was a cause for concern three years ago but now has been built back up. Historically, the council has wanted the reserve fund at \$100,000. Constitutionally, the reserve fund cannot be more than 16% of the synod budget.
3. The checkbook balance as of May 6, 2004 was \$112,776.42.

The council asked the following specific questions:

1. Is there money for a potential office move? No, there is not.
2. How will the strategic plan be financed? The Executive Committee will have recommendations for that in the future.

John Petersburg made a motion to accept the Treasurer's report. The motion was seconded.

Voted

SC.04.05.02 to accept the Treasurer's Report.

Old Business

The 2004 Synod Assembly evaluations were distributed to the council for their information. Ms. Gangstad explained how to read the evaluations and called their attention to page 10 about resolutions. She invited comments from the council about the assembly. A comment was made that perhaps the whereas statements of resolutions shouldn't be read in an effort to save time. The subject of resolutions at the assembly was discussed by the council. Bishop Usgaard informed the council that the Executive

Committee would be considering a change in the assembly rules to not accept resolutions after the deadline.

Ms. Gangstad noted that written staff and Executive Committee reports were included in the council packet. Staff members present will answer questions. A council member asked the bishop to comment on the office space situation.

Bishop Usgaard noted that we have a lease for space at Assisi Heights through May 2005. The task force will meet May 13, 2004 to begin the process of sorting out the best space for the office. What are the needs and what would be the best stewardship are the concerns of this task force. The Executive Committee will keep the council informed.

The auditors arrived at this point and the council broke from the agenda to receive the audit report. Mr. Steve Christopherson and Ms. Kelly Boynton of Smith Schafer & Associates, Rochester, presented the audit report to the council. No action was necessary since the synod assembly had already accepted the audit report.

The council resumed agenda items. There was no other old business.

Ms. Gangstad asked each team to report the name of the chairs selected at the morning meetings. Congregational Renewal chair, Marilyn Carpenter; Lay & Clergy chair, John Petersburg and Mission Planning co-chairs, Ann Beatty and Rev. Barbara Knutson. Ms. Gangstad also informed teams that the council would not receive oral reports at the council meeting. That information will be available in team minutes distributed to the council. However, if a team needs council action on an item of business, the chair should inform the Vice president to include that item on the agenda.

S11.05.01 of the Southeastern Minnesota Synod constitution states: "There shall be an Executive Committee consisting of the four synod officers and two persons elected annually by the Synod Council from its own membership." Ms. Gangstad explained that the council would be electing one clergy and one lay representative to the Executive Committee. Balloting was by paper ballot with the first ballot a nominating ballot. Rev. Audree Catalano and Larry Iverson served as tellers.

The Synod Council is responsible for assigning assembly resolutions for action. Rev. Daniel Baker made a motion to assign resolutions for action. The motion was seconded.

Voted

SC.04.05.03 To assign 2004 Synod Assembly resolutions to the following teams, committees for action:

2004-01: A renewed vision for Missionary Sponsorship in the Southeastern Minnesota Synod – Global Mission/Companion Synod Committee.

2004-02: Morogoro District Support Fund – Global Mission/Companion Synod Committee

- 2004-03: Synod Constitution Amendments – no action required; the changes have been reported to the ELCA and the updated constitution will be published in the 2004 handbook.**
- 2004-04: Recommended Amendments to the Synod Constitution – no action required; the changes have been reported to the ELCA and the updated constitution will be published in the 2004 handbook.**
- 2004-05: New Mission Starts – Referred to the Synod Council and assigned to the Mission Planning & Action Team**
- 2004-06: 2005 Minimum Compensation & Benefits Guidelines – no action required. The corrected guidelines will be published in the August edition of *River Crossings* and on the web site.**
- 2004-07: The Strategic Plan for the Southeastern Minnesota Synod, 2005-2007 – Synod council**
- 2004-08: Invitation to Bishop Sijifredo Buitrago, IELCO – Global Mission/Companion Synod Committee**
- 2004-09: Retirement Moving – Lay & Clergy Leadership Development Team**
- 2004-10: Call Young People into Assembly – Executive Committee**

The teams and committees will be informed of these assignments and be asked to submit their recommendations and/or action to the Synod Council by November 1, 2004.

The results of the first round of elections for Executive Committee representatives was announced. The nominees were: Rev. Dan Baker and Rev. Scott Olson; and, Mr. John Petersburg and Ms. Ann Beatty. The council was asked to vote for one in each category. Rev. Catalano and Mr. Iverson again served as tellers.

Bishop Usgaard asked the council if they had any points of clarification or questions about the strategic plan. The major concern of the council is how this will all get done. The bishop explained that these things will be priorities.

The election results were announced. The representatives to the Executive Committee will be Rev. Scott Olson and Ms. Ann Beatty. Their term is May 8, 2004 until the scheduled council meeting in April 2005.

There was one other item of new business. Rev. Anne Hokenstad has been selected by the Minnesota Lutheran Campus Ministry Board to serve the Mankato campus ministry. This call comes from the Synod Council.

Rev. Barbara Knutson made a motion to extend a Letter of Call to Rev. Anne Hokenstad. The motion was seconded.

Voted

- SC.04.05.04 To extend a Letter of Call to specialized ministry to Rev. Anne Hokenstad to serve Minnesota State University, Mankato Lutheran Campus Ministry effective June 29, 2004.**

Ms. Gangstad announced the next meeting of the Synod Council September 17-18, 2004.
The Congregational Renewal Team is responsible for worship.

The meeting was adjourned at 2:23 PM and closed with the Lord's Prayer.

BettyAnn Hernke, Secretary
Deborah Norrie, Recorder