

**2013, April 14 National Lutheran Secretariat Executive Committee (NLSEC)
Teleconference Meeting**

The meeting was called to order at 7 pm Sunday, April 14. Present on teleconference: Beverly Abt, Steve Barnett, Ed Broestl, Carolyn Hawkins, Judy Laabs-Foss, Nancy Peterson, and Diane Purcell. Pr. John Bradford, Steve Gielda, Rick Hanzlik, Watson and Magdala Ray were excused.

Ed led the group in the prayer to the Holy Spirit. He reminded everyone that next month's meeting will be on the third Sunday, May 19th, in deference to Mother's Day on May 12th.

In discussing the recommended changes to the NLS Constitution and ByLaws, Diane noted that she had difficulty opening the document with the changes. Ed will send out a test pdf file with corrections and strikeouts visible to Diane, and if that works, he will send to all EC members.

Carolyn noted some revisions necessary with the use of the words "approval" versus "ratification" in the explanatory letter to the Lay Directors (LD). Please send any other changes to Ed by Tuesday, and he will send out on Wednesday. Nancy will send the most recent LD list.

Ed continued the discussion on the nomination process. We want to find the best way to engage the NLS membership in the process. He has received names for the nominating committee from Steve G, Judy and Carolyn; he recommended that outgoing EC members suggest people who have been active in their particular areas. Judy noted that past nominating committees usually have consisted of former EC members or past speakers. Ed and Nancy will talk Thursday to select two people to serve with her on the nominating committee.

Ed next updated the EC on the Executive Director (ED) Task Force. The hope is that a full-time ED will be in place by January 1, 2016. Diane and Ed will work on the wording of "endowment" versus "foundation" from the legal aspect. Generally, a minimum of \$25,000 is required to start a foundation. The capital campaign, entitled "Leadership for the Future," will begin in May with a letter to past and current EC members and all LDs, explaining and asking for a three-year pledge period. We are also seeking matching funds from Thrivent. The announcement of the full campaign will be in July at the NLSAM. Ed will send out to the EC a draft letter after April 28th, when the task force next meets. The final letter will be sent out the first full week of May. The task force is working on pledge card design and wording; posters will be produced later for the NLSAM.

Reports were as follows:

Secretary: No report

Newsletter Editor: Judy reminded all that the next newsletter deadline is tomorrow, April 15th.

Treasurer: Steve B will send out financial reports in the next day or so. Reminders for dues have gone out; payments have been made for Rediscover/Recommit events. The Virginia Beach

community start-up event was also funded. A replacement check has been received from the 2012 NLSAM HC for an approximate \$3,700 contribution.

Financial Advisor: Diane announced that she received the first approval letter for the trademark from the attorneys handling the process; the final approval should be available in about 90 days.

Spiritual Director: No report

VP-Outreach: In Steve G's absence, Ed reported that at least one Rediscover/Recommit event will have been held in each of the regions by the end of the year. These events will probably continue for about 18 months; after that, they will be an additional "tool" to use for growing and encouraging communities.

AV/Website Administrator: Ed reported that he has been working with Rick on several items, including a determination of the types of reports which will be needed by the EC from the database.

VP-Administration: Carolyn is setting up a weekly teleconference with the co-chairs and registration chair. The revised registration form with the breakfast cost corrected to \$6.50 needs to be posted on the website. Beverly will send out the revised form. Carolyn indicated that there will be gathering music before business meetings, forums and worship; Diane noted that the 15 minutes of gathering time music before worship services provides people with more opportunities to sing some of the VdC standards as well.

Steve noted that he will be sending in the registration fees (6 persons) for the EC (all elected positions) and 4 of the appointed members (for a total of 10), excluding John Bradford, whose funds are dealt with through the Distribution Center. Registration for all six EC members as well as the four appointed positions will be paid for from Wednesday noon to Sunday. He asked Beverly to check with Watson regarding the possibility of early arriving EC members to stay on campus Tuesday evening.

Host Committee Chair: The HC held a teleconference yesterday rather than a face-to-face meeting. June 8th will be a walkthrough tour and workshops for the volunteers on campus, and then the HC will meet in the afternoon. The HC newsletter article will be sent out tomorrow. Beverly requested an updated copy of the proposed schedule for the weekend; Carolyn will send that out to her to disseminate to the HC. The fundraising so far is just less than \$8,000. HC members will wear blue aprons; volunteers are being asked to wear royal blue shirts.

Executive Director: Nancy reported that 24 of 44 surveys have been returned; two or three may be eligible for an additional candidate this year.

President: Action items were reviewed for inclusion on the chart.

Ed led a prayer based on the group's prayer requests and then led all in the Lord's Prayer.

The next teleconference meeting will be on Sunday, May 19th, at 7:00pm EDT.

The April 14th teleconference meeting was adjourned at 8:45pm.

Respectfully submitted,

Magdala Ray, Secretary, transcribed from audio recording