

EXECUTIVE COMMITTEE MEETING  
NATIONAL LUTHERAN SECRETARIAT  
MONDAY, JANUARY 18, 2016

The NLS Executive Committee meeting was called to order by Steve Barnett, Vice President of Administration, at 7:25 p.m. EST, on, January 28, 2016, via teleconference.

Opening Prayer given by Pastor Doug.

Those in attendance: Steve Gielda, President; Steve Barnett, VPA; Carol McGill, Secretary; Brenda Accola, Treasurer; Pastor Doug Givan; Paul Schmidlin, Executive Director; Carol Reedstrom, Newsletter; John Bradford, Distribution; Paul Sabateir-Smith, Palanca; and, Tracy Schmidlin, Chair, 2016 National Gathering.

Absent: Wendy Showalter, Vice President Operations; Diane Purcell, Financial Advisor; Rick Hanzlik, Web/Technology; and, Karen Benefeld, Archivist.

Quorum present.

Minutes -- Steve B. moved to approve minutes. Second by Brenda. Approved.

**2016 National Gathering, Steve Barnett and Tracy Schmidlin.** Never know whether or not we are going to receive money from Thrivent. The Board has always guaranteed the \$4,000.

Brenda moved that the Board guarantee the \$4,000 to the Host Committee, if needed, and if it is not received from Thrivent. Second by Doug Given. Discussion.

Doug Given called the question. Motion carried.

Main motion carried.

The latest registration form is the correct one. Tracy will send finalized form to Board members tonight.

Steve Gielda takes over meeting.

**Pr. Doug & John Bradford re: Spiritual Director Manual**

SDM has been revised by Dave Rankin, Gold Coast. Cost is \$5. Raise to \$6 to encourage people to download themselves.

Donations from those who download it themselves? Can we just agree to charge \$1 more? SD Manual and talk outlines should be available on the Share Site for the Secretariats to download.

Promote the revised SD manual in discussions with Lay Directors and alert Rick Hanzlik about putting it on website.

Pilgrim Guide to be updated to comply with Minnesota needs. With those changes we would generate more revenue because Minnesota would then buy the guide from us. Carol R. will get a copy and send to Steve G. by Feb. 4. John B. has enough guides to last 5-6 mos. Sells about 4,000 a year. Has to order 3 years' worth to get price down. Decision needs to be made by end of March.

Would it be possible to have the Pilgrim Guide as an "app"? Something to think about.

Future discussion about charging more for the items we sell.

**Doug Given – Pastoral Video** –working with Wendy to come up with script. Introduction letter is drafted. Some lay directors may want a talk tract. Some may want something to get them started. Put something together as an option to use. How to counter some possible objections—potential push-backs and how to overcome that. Add to the letter some push-backs and grace-filled responses. How to get DVD into the hands of lay directors. Steve G. will talk with Rick: Post on website where it can be downloaded. Want to get the cycle of learning started. Plan is to have this ready by the time of 4<sup>th</sup> Day meeting Feb. 5-6.

Attended Columbus, OH, Annual Meeting this past weekend.

Prayer Partnering – how does the Board want to handle this? Doug will be sending something out to the Board regarding a renewed spirit, praying for each other, etc.

**Steve G. – User Group on Constant Contact to improve connection with Lay Directors.** Are Lay Directors aware of the resources that are available to them? Contact lay directors once a month.

**Executive Director – Paul Schmidlin.** Still trying to connect with Rick regarding the final selection of data base coordinator. The Board approved Dave Lambert Data Base Coordinator.

Has meetings scheduled with Regional Coordinators; one-on-one contact with Regional Coordinators.

Region 4 does not have a coordinator. Pr. Doug will contact his resources to see if he can get a recommendation for this position. Leveraging pastoral video—getting in touch with Bishops who have gone on weekend and do presentation to them. Steve G. will work with Paul on this.

**Financial Report – Brenda Accola.** Steve B. moved to accept financial report. Second by Pr. Doug. Motion passed. Have a forecast of where we will be for the remainder of fiscal year.

**Secretary -- Carol M.** Forum descriptions out to Board by weekend.

**Newsletter -- Carol R.** Needs picture from Karen Benefield.

**Palanca -- Paul Sabateir-Smith.** Received a request from SC Presbyterian-Episcopal for Palanca letter. Will put together something and send to Steve G. and Paul S. for review.

Pr. Doug did closing prayer.

Meeting adjourned at 9:02 p.m. EST.

Carol McGill  
Secretary