



National Lutheran Secretariat

Executive Committee Meeting

Minutes of June 27, 2023 Meeting

Present: John Aclin, Steve Barnett, Pastor G. Karl Gaston, Karen Weires, Jane Winge, Carolyn Witham, Brian Schwartz, Amanda Hunter, Marcia Poisel and Randy Poisel

Absent: none

Call to Order and Opening Prayer: John called the National Lutheran Secretariat (NLS) Executive Committee (NLSEC) meeting to order, and Pastor G. Karl opened the meeting with prayer.

Old Business

Approval of Minutes

Minutes from the May 23, 2023 NLSEC meeting were accepted as amended by acclamation.

Distribution Center (DC)

After some discussion, there was a consensus that Robin and Brian Schwartz be immediately appointed as interim DC chairpersons. Brian will coordinate transfer of inventory and ask Tom to close the current DC account. The account balance from the DC account will be transferred to NLS.

New Business

National Lutheran Secretariat Annual Meeting (NLSAM) Delegate Status

Of the forty one associated secretariats, there are currently sixteen secretariats representing six regions that have authorized delegates. There are delegates from secretariats across all seven regions that are registered. Carolyn is following up with lay directors where authorization is outstanding and cc'ing their Region Coordinator (RC).

2024 Budget Proposal

We need to find ways to increase revenue for future years. For the 2023-2024 fiscal year, the proposed budget includes directing the NLSAG Saturday morning offering to the NLS general fund. There was a consensus that the proposed budget, as reviewed, is approved for Steve to present at the NLSAM.

National Lutheran Secretariat Annual Gathering (NLSAG) Host Committee Update

There are currently 138 people registered for the NLSAG. It was confirmed that the host committee registration team will confirm attendee contact information upon arrival then make copies for all attendees. Given that it can change up to the last minute, the roster will not indicate delegate/visitor. There was conversation about CCLI licensing and how that relates to streaming plans. NLS does not have a CCLI license. Amanda suggested NLS look into licensing for annual gathering so that this is not a concern for future host committees. Brian and Robin are meeting with the school to discuss some unexpected room changes. An INKY cursillista made a quilt with the 2023 NLSAG logo to be auctioned off Saturday night.

Exchange of Ideas (EOI)/Workshop Status

All forum/workshop presenters and EOI facilitators are confirmed with one exception. Brian is still working to arrange for a facilitator for the Using Via de Cristo as an ecumenical movement EOI. After discussing the budget and NLSAM agenda, we added an EOI for Treasurers and NLS finances to be facilitated by Steve.

NLSAM Agenda

There are two business meeting sessions. The first session includes floor nominations and presentation of the budget. We will emphasize in pre-NLSAG communications that delegates be prepared with floor nominations and budget questions Thursday afternoon for the first NLSAM session.

Executive Committee Member Reports

VP of Administration (VPA) - Jane: Jane requested that everyone provide her information to be posted to the website or incorporated into the slides as soon as possible as she will be on vacation out of the country July 9-26.

Spiritual Director (SD) – G. Karl: The SD round table went well with good interaction. The next round table has not been scheduled but will be held around September. He met with the lead SD and host committee worship planning team to confirm preparations for worship.

Treasurer - Steve: Steve did not have anything additional to report.

Secretary - Carolyn: Carolyn did not have anything additional to report.

VP of Outreach - Karen: Karen did not have anything additional to report.

Executive Director - Brian: Brian did not have anything additional to report.

President - John: John facilitated a good lay director round table attended by about a dozen lay directors, two RCs and Jane. The discussion was robust. The trademark renewal has been filed by the lawyers to the trademark office.

John adjourned the meeting.

Closing Prayer – Pastor G. Karl closed the meeting with prayer.

Next Meeting – Wednesday, July 26, 2023, at 1:00pm EDT at the University of Indianapolis, for NLS Executive Committee members and host committee chairpersons

Summary of Action Items

1. Jane to share format for attendee roster with host committee registration team.
2. Amanda to send list of 2019 NLSAG items included on the annual gathering website that year. Jane will then confirm back what documents should be on this year's annual gathering website.
3. Jane to share details about how Texas handled CCLI licensing with Amanda.
4. Carolyn to call Eric about posting the 2022 updated Constitution and Bylaws to our website.
5. Brian to contact Tom to arrange transfer of Distribution Center inventory and closing the current Distribution Center account.
6. Brian to confirm technology available in each of the rooms so that EOI/workshop room assignments meet session needs.
7. Brian to send John the mailing address for the host committee team member who just lost her husband.

Respectfully submitted,

Carolyn Witham