

**CALIFORNIA-NEVADA-HAWAII DISTRICT  
THE LUTHERAN CHURCH-MISSOURI SYNOD  
BOARD OF DIRECTORS MEETING**

**-PROCEEDINGS-**

June 16, 2007

AT: CNH District Ministry Center  
2772 Constitution Drive Suite A  
Livermore, California 94551-7566

**1. CALL TO ORDER**-First Vice-President-The Rev. Dr. Thomas Zelt

**2. OPENING DEVOTIONS**-Regional Director Tom Hurley provided the devotion based on "Daily Prayer-Morning," the singing of "With the Lord Begin Your Task," and utilized a reading from Max Lucado's book: "Everyday Deserves a Chance."

**3. BOARD ROLL CALL**

√ = present

# = elected by the Convention

Ω = appointed by the President

\* = voting member

**District Officers**

- √ President - The Rev. Dr. Robert Newton#
- √ First Vice-President - The Rev. Dr. Thomas Zelt# \*
- √ Secretary - The Rev. Mark Haas#
- √ Treasurer - Mr. Art Kroeger#

**Regional Vice-Presidents**

- √ The Rev. Mike Lange (Southern Region)#\*
- √ The Rev. Paul Hoffmann (Pacific Region)#\*
- √ The Rev. James Beyer (Northern Region)Ω\*

**Regional Directors**

- √ Mrs. Kathie Lindquist (Southern Region)#\*
- √ Mr. Tom Hurley (Pacific Region)#\*
- √ Mr. Jack Adolphson (Northern Region)#\*

**Commissioned Minister Director**

- √ Mrs. Cynthia Rothas, Teacher#\*

**Staff**

- Mr. John Whaley, Mission Counselor
- Rev. Ted Hartman, Mission Counselor
- Rev. Edwin Krueger, Mission Development and Financial Support
- Mr. Joel Koerschen, Director of Educational Services
- Mr. Brian Hyde, Wills and Estate Planning

Mr. Frank Spiva, Mission Education and Development

**Committee Chairpersons**

Evangelism -	Vacant
Human Care Ministries –	Vacant
Ministerial Health Committee -	Rev. Harold Draeger
Parochial Schools -	Mr. Larry Tietmeyer
Stewardship -	Rev. Thomas Norris
Student Aid & Recruitment -	Rev. Robert Weller
Parish Education –	Vacant
Youth -	Mr. Steve Dierker
Constitutional Matters -	Rev. David Poganski

**CEF Board of Directors Chairperson**

√ Rev. Robert Fickenscher

**GUEST:** Rev. Milton Fricke, representing the Hawaii Circuit (11)

**5. BOARD CHAIRPERSON’S COMMENTS**

First Vice-President Zelt noted that the Board had previously been sent copies of two evaluation forms: a “Board Self- Appraisal” and a “Performance Appraisal of the District President.” These would be addressed at appropriate points in the Agenda.

**6. APPROVAL OF THE AGENDA**

By consensus the Agenda, as presented by the chairperson, was accepted.

**MANAGEMENT REPORTS**

**7. Update on implementation of Ministry Center decisions-Newton/Hoffmann**

- a. Process of parcel separation-This is an on-going process headed by Ross Edwards on behalf of the District. The fall 2007 is a goal date for plans to be in place.
- b. Consolidation of office space-Relationship discussions by all parties currently utilizing the Ministry Center are more than “spatial,” involving wider perspectives for multiple future usage and development.

**8. Ministerial Training Fund-Newton/Kroeger**

Treasurer Kroeger noted that there is approximately \$160K in the Fund. It is utilized for resources with the Scholarship Committee, which is currently being re-organized. The Treasurer was asked to convey the following resolution to the Fund managers:

It was moved and seconded that the management group for the Ministerial Training Fund be asked for suggestions regarding how to bring the Ministerial Training Fund under direct oversight of the California-Nevada-Hawaii District Board of Directors and

bring recommendations to the Board at its next meeting, September 15, 2007. The motion carried.

**9. Ethiopian Outreach Ministry fund distribution-Newton**

The CNH District is an agent for funds distribution for work in Ethiopia conducted by Dereje Fantaye. There is a need for policy development regarding these funds and their accountability. Mission Counselor Ted Hartman and Missionary Fantaye are to consult with President Newton in order to negotiate Pastor Fantaye's call status with the District.

It was moved and seconded that President Newton communicate personally with Missionary Dereje Fantaye, or through his staff, the Board's concerns regarding his call status with the CNH Board of Directors and also regarding movement of the Ethiopian Outreach Ministry funds to a 501 (c) (3) account. The motion carried.

**10. Task Force regarding CNH Board and CEF Board future relations-Newton**

(Cf. CNH BOD Minutes, June 16/17, 2007, p.7, 8. c. 3)

The discussion between both Boards is in process with Newton and Zelt representing the CNH Board and Theodore Iverson and Robert Fickenscher representing the CEF Board.

**11. Convention Business: Staff Youth Mission Counselor position-Newton**

Joel Koerschen has led a Task Force on this matter. The Task Force work is currently concluded with a resolution available for the 2009 CNH Convention. A job description is in development with a "missional" mindset. Funding possibilities through "Fan Into Flames" resources with a possible five year contract will be reviewed. A specific funding plan is necessary.

Issue will be an "Agenda" item for the September 15, 2007 Board meeting. Further development of the position will be addressed by the Task Force as necessary.

**POLICY REVIEW/GOVERNANCE ISSUES**

**12. Review of Section 4, Executive Limitation Policies-Zelt**

- a. Add the following:
  - 4.7.5 The District President shall not accept responsibility for funds that are not to be under direct District Board of Director control.

It was moved and seconded to adopt new policy 4.7.5. The motion carried.

- b. Subsection title expansion:

4.8 *Treatment of donors:* In relating to donors of direct gifts to the District:

It was moved and seconded to expand the title of Subsection 4.8 (note underlined words above). The motion carried.

**13. Triennial review of Policy-Based Governance-Zelt**

The Chairman, President, and various other members of the Board, in an open forum of discussion, expressed frustration with Policy-Based Governance. Various thoughts expressed reflected the following: different times require different needs for governance; modifications to allow more adaptability are needed; the utilization of gifts: personal and people was questioned; ownership, strategy and effectiveness were yet to be identified; connecting regions to the Board is still a problem; evaluating outcomes too subjective; agenda should “sense” the Board in order to help the President; adapt structure of Board to meet “vision;” and “Team” vs. “Alone .” It was suggested that a Task Force be appointed to evaluate Policy-Based Governance as used by the Board, to be discussed outside the Board meeting and report back findings and suggestions.

It was moved and seconded that the First Vice-President appoint a Strategy Task Force to address the issues and concerns of utilizing Policy-Based Governance at the Board level. The motion carried.

**14. Self-Appraisal-Zelt**

A previously provided “Self-Appraisal” form, after a brief discussion of its intent and value, was collected by the Chairman. Its results and comments will be collated by the Chairman and its findings will be reported back to the Board.

**MONITORING**

(See attached “Administration Report, June 16, 2007”)

**15. Meeting Outcome Policies-Newton**

The President briefly highlighted the following areas:

- a. Mission work: not a Gospel option, but what are we to do? Accountability for real targets, so that we “hit the bulls-eye!” (p.1)
- b. “17 by 17.” Starting 17,000 faith communities by 2017 would be our share of the Ablaze goals of the LCMS. Revitalization of our congregations is necessary to change the culture of the District to being missionary minded. (p.3)
- c. Impact Points for Revitalization to Mission. Ten are in place; three more are coming on the scene through our Mission Counselors. (p.4)

**16. Review of Insurance-Newton**

(See attached “Insurance Summary” dated April 1, 2007 provided by Kerry Dantzig, Program Administrator, Heffernan Insurance Brokers)

It was moved and seconded to accept and approve the report. The motion carried.

**17. Human Resource matters-Zelt**

As regards “Relationship Policy 3.5.2.8,” the report on “Human Resource Policies” to the Board is in process. Initially, it was stated that we have a “very dedicated staff,” which consists of some “moms” digging in and serving well!

**18. Financial Statements–Kroeger (Policy 3.5.2.3)**

(See attached “Financial Statements for the Month Ended May 31, 2007” prepared and submitted by Denise C. Lo, June 8, 2007.)

**CNH DISTRICT OPERATING REPORT  
(For five months ending May 31, 2007)**

	<b>MTD</b>	<b>YTD</b>	<b>YTD</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>
<b>Income</b>	<b>\$ 215,140</b>	<b>\$ 903,117</b>	<b>\$ 976,254</b>
<b>Expenses</b>	<b>\$ 240,875</b>	<b>\$1,121,310</b>	<b>\$1,114,411</b>
<b>Net Income/(Loss)</b>	<b>\$ (25,735)</b>	<b>\$ (218,193)</b>	<b>\$ (138,157)</b>

- a. May 2007 report review: Treasurer Kroeger noted in his review of the Financial Statements that to date there have been no monies borrowed by the District from CEF and that to date there have been no withdrawals from the reserve “Mission Endowment Fund.”
- b. Update strategies for funding (3.5.2.6): The President indicated that he needs to procure approximately \$230K to satisfy his requirements for the 2007 Budget. He has been calling on people for special donations. To date, “Fan Into Flames” monies have been coming to the District as result of such contacts.
- c. “Fan Into Flames” Funding Campaign update: (See Administration Report, June 16, 2007, p.2, #2. a.) The President noted that \$90K, of approximately \$1.7M committed to date, has been received for CNH Mission work. A Task Force is in place and has been meeting. A case statement for potential donors and congregations is in process. Monies donated are utilized over a five year time frame.

**19. Report of External Auditors-Kroeger**

(See attached “Audited Financial Statements...For the years ended December 31, 2006 and 2005” dated April 18, 2007)

Treasurer Kroeger gave a review of the Auditors Report, noting their cover letter, recommendations, and a supplemental document describing "The Sarbanes-Oxley Act" enacted in the US Congress in 2002.

It was moved and seconded to require the District President to prepare policy recommendations regarding the "Sarbanes-Oxley Act" provisions and report back to the Board regarding compliance (re: *Whistle-Blower Protection* and *Document Destruction*) as noted necessary in the Auditor's Report cover letter of April 18, 2007. The motion carried.

(NOTE: AS THE BOARD PREPARED TO BREAK FOR A WORKING LUNCH, NEWLY APPOINTED NORTHERN REGIONAL VICE-PRESIDENT: REV. JAMES BEYER OF SANTA ROSA, JOINED THE MEETING. He was appointed by President Newton to replace Rev. John-Paul Meyer who had resigned due to health matters.)

## **20. Performance Appraisal of District President-Zelt**

The President was excused from the meeting while the Board discussed the President's performance over the past year. Previously the Chairman had provided a tool to evaluate a variety of areas relating to the President's office. The Chairman will summarize the discussion and collate the evaluations that were submitted to him and present the results to the President and the Board.

## **21. Proposal for Housing Equity Share for Tesfai Tesema-Newton**

(See attached (a) "Draft" of "Pastoral Equity Share Loan and Promissory Note," and (b) support and explanation letter from Mission Counselor John Whaley regarding Pastor Tesema's housing needs.)

It was moved and seconded that the President request CNH-CEF to study and propose a policy for securing housing for church workers in the CNH District, and have such policy ready for submittal to the Board by its September 15, 2007 meeting. The motion carried.

## **INFORMATIONAL ITEMS**

(See Administration Report, June 16, 2007, p.8, #4, Discussion Items)

- a. Circuit Exemptions: President Newton reported briefly on the "Convention Delegate Review Committee" Report (See pages 12-14 in the above) submitted. The select committee appointed by LCMS President Kieschnick found no discrepancies or misuse of delegate exemptions.
- b. Redeemer, Oakland: President Newton is working with the congregation to secure proper pastoral care.

- c. Added: Paul Hoffmann's retirement as pastor of Holy Cross, Los Gatos, was noted. Pastor Hoffmann remains Pacific Regional Vice-President. Joy over his service to the church past and present was expressed!

## **CONSENT AGENDA**

It was moved and seconded to accept and approve the Consent Agenda consisting of the Minutes from the March 16-17, 2007: Special and Regularly Scheduled Board Meetings, Changes Within the District, and Future Meeting Dates. The motion carried.

## **22. CHANGES WITHIN THE DISTRICT**

### **CALLS & CONTRACTS ACCEPTED**

REV. JOHN BESTUL, Rollingwood, San Pablo, CA to Lutheran Church of Our Savior, Cupertino, CA as assistant pastor.

REV. DAVID MOORE, St. Michael, Ft. Wayne, IN to Trinity, Walnut Creek, CA as pastor.

REV. DONALD SCHATZ, Trinity, Seattle WA to Lutheran Church of Arcata, Arcata CA as pastor

ANNE BERGMAN, St Paul, Wenatchee, WA to Emmanuel, Maui, HI as principal

PAUL BERGMAN, St Paul, Wenatchee, WA to Emmanuel, Maui, HI as teacher.

ZACHERY BREWER, Emmanuel, Kahului, HI to Zion, Brighton, CO as principal

GEORGE BRUICK, St Mark, Battle Creek, MI to St John, Bakersfield as DCE

LINDA TATOMER, St Mark, Kaneohe, HI to Redeemer, Salt Lake City, UT as principal

ROBERT WOLTER, St Peter, Lodi, CA to Prince of Peace, St Cloud, MN as principal

### **CALLS & CONTRACTS DECLINED**

REV. ALLEN BUSS, Immanuel, Belvidere, IL to Bethany, Vacaville, CA as pastor.

REV. MITCHELL GOWEN, Our Savior, Aiea, HI to Memorial, Katy, TX as pastor.

### **CALLS & CONTRACTS EXTENDED**

REV. DAVID KUMMER, Bethel, Chicago, IL by Concordia, Visalia, CA as pastor.

REV. WALEDMAR VINOVSIS, Concordia, Macungie, PA by St. John, Petaluma, CA as pastor.

REV. JOHN STANDLEY, Cordova, Rancho Cordova, CA by First, Yuba City, CA as pastor.

REV. RANDALL WEINKAUF, Christ, Hilo, HI by Faith, Sonoma, CA as pastor.

REV. RONALD YOUNGDALE, Good Shepherd, Turlock, CA by Bethany, Vacaville, CA as pastor.

### **CHANGE IN STATUS**

REV. JOHN BAUMGARTNER, Mt. Olive, Lindsay, CA to emeritus.

REV. THEODORE ZIMMERMAN, Zion, San Francisco, CA to emeritus.  
ANGELA BREWER, Active to Non-Candidate from Emmanuel, Maui, HI to RM District  
BOBBY BROYLES, Active to Non-Candidate from Trinity, Wahiawa, HI as principal  
JILL GOLDAMMER, Active to Candidate from Emmanuel, Kahului, HI as teacher  
JANINE GREEN, Active to Candidate from Redeemer, Redwood City, CA to CID  
HEATHER KLEMP, Active to Candidate from Our Savior, Aiea, HI to CID  
CHARLENE MILZ, Candidate to Non-Candidate  
GARY RAWLINS, Prince of Peace, Fremont, CA as teacher to emeritus  
TABITHA SCHERER, Active to Non-Candidate from St John, Bakersfield, CA to NW District  
CAROLYN STAHL, Non-Candidate to Candidate transfer to PSW as teacher  
LYNN UFFMANN, St Mark, Kaneohe, HI as principal to emeritus  
MARGARET (ELAINE) ZIMMERMAN, Zion, San Francisco, CA as teacher to emeritus

### **RESIGNATION**

CAROLYN GRUNDT, Zion, San Francisco, CA as principal

### **DEATH**

WALTER H. HARTKOPF, former CNH District Education Executive

### **PLACEMENTS**

ERIC BORCHERS, Concordia, St. Louis, Trinity, Gardnerville, NV as associate pastor.  
JONATHAN BRANDENBURG, Concordia, St. Louis, Faith, Seaside, CA as pastor.  
ALAN HILTON, Concordia, Ft. Wayne, Our Savior/First/St. Luke, Chester/Greenville/Portola, CA as pastor.  
NORMAN MILZ, Concordia, St. Louis, Shepherd of the Sierra, Carson City, NV as pastor.  
JASON MORENO, Concordia, St. Louis, Faith, Pleasant Hill, CA as associate pastor.  
INESE DAHL, Concordia, Irvine to Messiah, Santa Cruz as DCE  
KYLA GUTZ, Concordia, Seward to Good Shepherd, Hayward as DCE  
SUSAN HOWARD, Concordia, Irvine to St. Luke, Santa Rosa as teacher  
JAYLYNN SPROULE, Concordia, River Forest to Zion, SF as teacher  
JENNIFER ZELT, Concordia, Irvine to Prince of Peace, Fremont as teacher

### **VICARAGES**

ANDREW GILLETT, Concordia, Ft. Wayne, St. Paul/Mt. Olive, Red Bluff/Corning CA.  
CHRISTOPHER NG, Concordia, St. Louis, Mt. Olive, Milpitas CA.  
AARON PUTNAM, Concordia, St. Louis, Good Shepherd, Hayward CA.  
JOHN SILAS, Concordia, Ft. Wayne, Trinity, Palo Alto CA.  
TIMOTHY SCHUTT, Concordia, St. Louis, Light of the Hills, Cameron Park CA.  
NICHOLAS THACKERY, Concordia, Ft. Wayne, Peace, Fresno CA.

## **CONGREGATIONS SEEKING PASTORS**

Redeemer, ATASCADERO CA  
St. John, BAKERSFIELD CA (associate)  
Our Saviour, CARUTHERS CA  
Grace, CLOVERDALE CA  
First, CONCORD CA  
Grace, GRASS VALLEY CA  
Grace, HAYWARD CA  
Mt. Olive, LINDSAY CA  
Redeemer, LODI CA  
Our Redeemer, OAKLAND CA  
St. John, PETALUMA CA  
Peace, SACRAMENTO CA  
Trinity, SACRAMENTO CA  
Our Savior, SALINAS CA  
Shepherd of the Hills, SAN FRANCISCO CA  
Zion, SAN FRANCISCO CA  
Christ the Life, SAN JOSE CA  
Faith, SONOMA CA  
Bethany, VACAVILLE CA  
Concordia, VISALIA CA  
St. John, WILLITS CA  
First, YUBA CITY CA

## **23. Future Meeting Dates**

September 15, 2007  
December 8, 2007  
March 15, 2008  
June 14, 2008  
September 13, 2008  
December 13, 2008  
March 14, 2009  
June 13, 2009  
September 12, 2009  
December 12, 2009  
March 13, 2010  
June 12, 2010  
September 11, 2010  
December 11, 2010

## **24. ADJOURNMENT-** First Vice-President Rev. Dr. Thomas Zelt

**25. CLOSING DEVOTION**—Commissioned Minister Director, Cyndi Rothas provided the closing devotion, guiding the Board through a combination of “Responsive Prayer 1”

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and "Responsive Prayer 2" relating to Afternoon/Evening, the Mission of the Church and Travel.

**Next Meeting:** September 15, 2007

Respectfully submitted,

Mark W. Haas  
CNH District Secretary