

**2013, May 19 National Lutheran Secretariat Executive Committee (NLSEC)
Teleconference Meeting**

The meeting was called to order at 7 pm Sunday, Pentecost, May 19. Present on teleconference: Pr. John Bradford, Steve Barnett, Ed Broestl, Rick Hanzlik, Judy Laabs-Foss, Nancy Peterson, and Diane Purcell. Beverly Abt, Steve Gielda, Carolyn Hawkins, and Watson and Magdala Ray were excused.

Pr. John led the group in the prayer to the Holy Spirit. Ed asked members to share a time when they have seen God at work in their lives recently. Several members mentioned the joy of today's Pentecost services and accompanying rite of confirmation as well as in their respective jobs and families.

Ed updated the EC on the Executive Director (ED) Task Force. Responses have been received from the review of the preliminary letter; the main letter will go out May 28th. Diane suggested that the letter also be sent to those leaders who were involved in the formation of the original Lutheran cursillo movement, before the name change to Via de Cristo. She and Judy have addresses for some of those people; Ed will include them in the mailing. Diane and Judy will send addresses, phone and email information for updating the database.

Diane noted some needed changes in the ED job description, which she will send him for the May 26th meeting of the task force. Ed will be checking whether all task force members can attend that meeting due to the Memorial Day weekend.

Ed noted that he has discussed with members of the task force whether the fund will be an "endowment" or a "foundation." Diane noted that a foundation can only spend the income from the fund. In an endowment fund, the principle can also be dispersed. This will be a deciding factor in the decision. EC members agreed that the endowment option will probably be best and necessary.

Ed requested Diane's expertise procedurally in the approval/ratification of the Constitution and Bylaws changes. She will check whether the Bylaws need to be ratified by a vote. The Constitution contains elected officer information but not the ED position. These two documents will need to be separated for approval/ratification at the NLSAM.

Reports were as follows:

Secretary: No report

Newsletter Editor: Judy's next main focus will be producing the Conexiones each day at the NLSAM. Diane requested the postage amount for the fall newsletter mailing; stamps were used after January due to postal service policy changes.

Treasurer: Steve B highlighted various expenses in the financial reports sent out today. Dues have been received from all but 14 secretariats. He asked all EC members to review their budgets and complete all travel expenses before the close of the fiscal year. Diane and Steve B will discuss a number of budget and financial report category variances in a separate phone meeting. Ed noted that a designated or restricted account will be necessary for ED Task Force responses and tracking the related funds.

Financial Advisor: Diane was very glad to have been able to help a local secretariat with their IRS reporting.

Spiritual Director: Pr. John has had some recent conversations with SDs regarding practices on weekends. He also noted that some SDs were not aware that they were invited to or expected to attend NLSAMs. He and Ed have reviewed the keynote draft from Pr. Al Sager, which promises to generate deep and important discussions at the 2013 NLSAM. The three of them will be having a phone conversation shortly to finalize the keynote points. Pr. John excused himself from the teleconference to attend a church function.

VP-Outreach: In Steve G's absence, Ed reported that at least one Rediscover/Recommit event will have been held in each region by the NLSAM thanks to the hard work and dedication of Steve G and each of the Regional Coordinators. Ed and Steve G are looking at ways to track the results of the Rediscover/Recommit events and maintain their forward momentum. Ed will chat with Steve G and Kim Brownlow regarding an event including Yellowstone VdC. Virginia Beach has not yet committed to attending the NLSAM; Steve G is following up with them.

AV/Website Administrator: Rick requested the NLSAM Sunday schedule to determine his departure time and also the most current version of the Constitution and Bylaws to post on the website. He has been working with a database programmer and hopes to begin the data entry pages in the next week or so. Ed noted that all NLSEC meetings should be completed by noon on Sunday, July 28th. He will send the correct version of the Constitution and Bylaws to be placed in the same location as The Essentials on the website. Rick will also send the link to that location to Steve B, who has received some requests for that.

VP-Administration: No report

Host Committee Chair: No report

Executive Director: Nancy reported that 32 of 44 surveys have been returned. She has been in contact with several secretariats encouraging their attendance at the NLSAM.

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, June 9th, at 7:00pm EDT.

The May 19th teleconference meeting was adjourned at 9:00pm.

Respectfully submitted,

Magdala Ray, Secretary, transcribed from audio recording