



## Kansas District Board of Directors

February 3, 2023

President:	Rev. Justin Panzer
Vice-Presidents:	Rev. Dr. Mark Schulz, Vice-President, Region 1 Rev. Alan Stahlecker, Vice-President, Region 2 Rev. Michael Schotte, Vice-President, Region 3 Rev. Michael Hageman, Vice-President, Region 4
Secretary:	Rev. Joshua Woelmer
Treasurer:	Mr. Brad Brunkow
Circuit Visitor Chair:	Rev. Andy Keltner
Commissioned Ministers:	Mr. Rick Hanebutt Mrs. Sue Kleber
Laity:	Mr. David Bruns Mr. Curt Engelbrecht Mr. Kevin Fredrickson Mr. Marvin Schulteis Mr. Bruce Schultz Mr. Dan Thalmann Mr. Mark Wolters
Lead Staff:	Mr. Jim Bradshaw, Assistant to the President for Education and Youth Ms. Jackie Schaefer, Communications Specialist Rev. Dan Galchutt, Assistant to the President for Missions and Stewardship Mrs. Heather Williams, Business Manager Mr. Jeff Maltz, LCEF Vice-President
Excused:	Ben Venteicher

Dave Bruns called the meeting to order at 9:00 a.m. Rev. Mark Schulz led our devotions, based upon Genesis 12:1.

The minutes from the previous regular meeting were approved.

Six items were proposed for inclusion on the consent Agenda:

### **Resolution 23A-01-01 – Acknowledgement of Quarterly Gifts**

Resolved, that the Kansas District Board of Directors acknowledge the gifts received from October 16, 2022 to January 15, 2023 with the designation as follows:

Kansas District President Travel	\$300.00
Reformation	\$100.00
KansaSEED Deaf Ministry	\$225.00
Undesignated/Unrestricted	\$1,259.48
LERT/KS Disaster	\$1,000.00
West Africa	\$150.00
Guinea Seminary	\$100.00
Total	\$3,134.48

**Resolution 23A-06-01 – Immanuel, Linn**

Resolved, that the LCMS Kansas District Board of Directors approve the Immanuel, Linn Constitution and Bylaws.

**Resolution 23A-06-02 – Christ, Topeka**

Resolved, that the LCMS Kansas District Board of Directors approve the Christ, Topeka Constitution and Bylaws.

**Resolution 23A-06-03 – Trinity, Salina**

Resolved, that the LCMS Kansas District Board of Directors approve the Trinity, Salina Constitution and Bylaws.

**Resolution 23A-06-04 – Immanuel, Hepler**

Resolved, that the LCMS Kansas District Board of Directors approve the Immanuel, Hepler Constitution and Bylaws.

**Resolution 23A-06-08 – Appointment of Rev. Justin Panzer to LSS**

Resolved, that Rev. Justin Panzer be appointed to replace Rev. Dan Galchutt as one of the two “Members” to Lutheran Social Services, Inc. to represent the LCMS Kansas District for 2023.

**Action: Consent agenda adopted**

Staff and Board Reports

Rev. Justin Panzer, President, presented his report, encouraging us to “Abide, Connect, Equip, and Engage” as the royal priesthood of God. He gave us an update on calls, installations, visitations, and meetings in and around the District.

Considering Rev. Galchutt’s acceptance of the call to the LCMS Office of National Mission (ONM), Pres. Panzer began the discussion on staff transitions and what staffing can look like for the Kansas District as a “mid-sized district” in the LCMS. There was discussion on what the executive positions and support staffing could look like, as well as the impacts such a change would have for congregations, ordained and commissioned ministers, schools, and the work of the District. There will be a special BOD meeting on March 20<sup>th</sup> at noon to further discuss the possibilities and proposals for the executive positions in the District.

Rev. Dan Galchutt, Assistant to the President for Missions and Stewardship, presented his report. He highlighted the De Soto church planting efforts and the potential to purchase land for a church there. He gave us an update on his transition to the LCMS ONM.

Mr. Marvin Schulteis, chair of the Board of Missions, presented the report of the board, which highlighted the work of campus ministries in the Kansas District. He expressed the board’s appreciation for the work of Rev. Galchutt in the work of missions in Kansas.

Mr. Mark Wolters, chair of the Board of Stewardship, presented the report of the board. He gave an overview of the 2022 Fiscal Year End Budget Review, noting that both

giving and expenses were up. There will be two resolutions coming from this board to the BOD.

Mr. Jim Bradshaw, Assistant to the President for Education and Youth, presented his report. He encouraged us to take a look at the needs of the District and craft coordinator positions to assist the District with particular needs. We already see some of this with the Campus Ministry Coordinator, and this could be replicated for other areas of ministry.

Mr. Dan Thalman, chair of the Board of Education and Youth, presented the report of the board. He highlighted that Mr. Joshua Grass from Topeka Lutheran has been selected as the KAIRS Lutheran Teacher of the Year. There have been many discussions about classical education, school choice, and how our Lutheran schools can serve the needs of our communities, given the growing worries of the public school system.

Mr. Rick Hanebutt, chair of the Board of Caring Ministry, presented the report of the board. He presented discussions on expense reimbursement for Disaster Relief. He also presented an idea for a District-wide Service Project, led by Elaine Whiteneck, a retired DCE. This would take place in April 2024 and would involve congregations and schools in the District.

Mr. Jeff Maltz, LCEF Vice-President, gave us information on the loans and investments held by congregations in the District. He noted that he will be available to assist with some Planned Giving presentations after Rev. Galchutt leaves for St. Louis. LCEF is assisting with the search for property in De Soto.

Ms. Jackie Schaefer, Communications Specialist, presented her report. She has been working on adding new pages, videos, and photos to the website. A mailing has been sent out to churches to encourage them to integrate the District's aims and objectives into the life of their congregations, and also to share with the District stories and photos for how their congregation is "living as the baptized."

Mrs. Heather Williams, Business Manager, presented her report. Financial results for 2022 year-end were positive, with increased gifts balancing out an increase in some non-budgeted expenses. She reported on her work with planned giving and estates in congregations around the District. Applications for grants from the Herren Fund have been coming in. She presented the Investment Strategy Guidelines for the Board's consideration, as well as a list of funds and the goals and timelines associated with each fund.

Mr. Brad Brunkow, Treasurer, presented the Financial Dashboard, Balance Sheet, Statement of Activities, and the Budget-to-Actual Tables. He gave additional insight into the Investment Strategy Guidelines that is before the Board.

Mr. Dave Bruns, chair of the Board of Admin, presented the report of the board. There will be two resolutions for the Board regarding the Guidelines for Asset Planning and the District Office Server.

Rev. Joshua Woelmer, Secretary, gave a report on the upcoming 2023 Synod Convention and the deadlines that are before congregations for nominations, overtures, and presidential vote delegates. Any questions regarding delegates for presidential vote can be emailed to [LCMSPresidentVote@lcms.org](mailto:LCMSPresidentVote@lcms.org). He gave an update on the Congregational Constitutions & Bylaws Review Committee and District Bylaws & Operations Manual Committee.

#### Unfinished Business

Resolution 22D-06-07 – Establish Task Force to Develop Circuit Realignment

Recommendations

Pres. Panzer gave an update on the priorities and goals that the President's Council has discussed to guide our work going forward.

#### New Business

##### **Resolution 23A-01-02 – Recommend Investment Strategy Guidelines for Asset Planning**

Resolved, that the Doris Meyer General Endowment account be moved into the Foreign Mission Fund Endowment; and be it finally

Resolved, that the Board of Directors approve the Investment Strategy Guidelines for discussion with LCEF and The LCMS Foundation, as we seek to practice good financial stewardship working with our LCMS partners.

**Action: Adopted**

##### **Resolution 23A-01-03 – Replacement of the District Office Server**

Resolved, that the Kansas District Board of Directors authorize the use of unrestricted funds to replace the District Office server not to exceed \$16,000.00.

**Action: Adopted**

##### **Resolution 23A-05-01 – To Establish a Board Designated Fund for Mission Project Support using Excess Unrestricted Reserve Funds**

Whereas, the unrestricted funds of the LCMS Kansas District have grown substantially due to accumulated additions to unrestricted net assets in the past few years; and

Whereas, the Lord has especially blessed the LCMS Kansas District throughout this past year; and

Whereas, there are significant opportunities for mission work in Kansas, including, but not limited to a potential church plant in De Soto, therefore, be it

Resolved, that \$150,000 from the overage funds received in 2022 be board designated to a general Kansas mission fund so that these funds would be available to advance the Gospel of Jesus Christ through the opportunities that the Lord gives us in the days ahead.

**Action: Adopted**

##### **Resolution 23A-05-02 – To offer \$10,000 in Support of the St. John's, Topeka and Trinity, McFarland Partnership**

Resolved, that \$10,000 be designated from unrestricted funds in acknowledgement of the Faith, Hugoton 2018 closure and their desire to benefit church partnerships in the Kansas District to be used by St. John's, Topeka and Trinity, McFarland in support of partnership work, once a partnership pastor has been installed.

**Action: Adopted**

**Resolution 23A-06-05 – 2018 Omnibus Resolution A: “To Move the Kansas District Convention to April”**

Whereas, the members of the President’s Council have looked at Kansas District Convention dates in April for the years of 2025, 2028, and 2031 and the month of April includes Easter and the Easter season; and

Whereas, many commissioned ministers would have to find substitute teachers during the school year in order to attend the District Convention as required by Bylaw 4.2.3; and

Whereas, the members of the LCMS Kansas District Board of Directors have discussed moving the Kansas District Convention to April; therefore, be it

Resolved, that the LCMS Kansas District Convention be held in the month of June.

**Action: Adopted**

**Resolution 23A-06-06 – District Operations Manual: Eliminate Position Descriptions for Committees That Have Been Combined/Renamed**

- Children’s and Family Life Committee
- Adult Education Committee

**Action: Adopted**

**Resolution 23A-06-07 – District Operations Manual Revisions for “Section 3. Policies and Procedures – Position Descriptions”**

Section 3 – Policies and Procedures (All of these are Position Descriptions)

1. Missions
  - a. Church Planting Committee
  - b. Deaf Ministry Committee
  - c. West Africa Committee
2. Stewardship
  - a. Scholarship and Education Loan Repayment Committee
3. Education and Youth
  - ~~a. Adult Education Committee~~
  - ~~b. Children’s and Family Life Committee~~
  - c. Church Workers Conference Planning Committee
  - d. District Youth Ministry Committee
  - e. Lutheran Schools Committee
4. Caring Ministry
  - a. Church Worker Care Committee
  - b. Older Adults Ministry Committee
5. Administration
  - a. Bylaws and DOM Committee
6. Executive Committee
  - a. Congregational Constitution and Bylaws Review Committee
  - b. Salary Review Committee

**Action: Adopted**

Announcements

- Future BOD Meetings
  - March 20, 2023 (*Special BOD Meeting; Zoom*)

- May 5, 2023 (*Hybrid model; Friday in-person meeting dates*)
- August 11, 2023 (*Hybrid model; Friday in-person meeting dates*)
- November 3, 2023 (*Hybrid model; Friday in-person meeting dates*)
- 68<sup>th</sup> LCMS Convention @ Milwaukee, WI
  - Kansas District Delegate Information Meeting – May 25, 2023, 6–7:30pm (Zoom)
  - Floor Committee Weekend – June 9–12, 2023 @ St. Louis
  - Convention Dates – July 29–August 3, 2023

The board adjourned at 11:48 p.m.

Closing prayer was led by Rev. Justin Panzer.

Respectfully,  
Rev. Joshua J. Woelmer, Secretary



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March 20, 2023

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Excused:	Ben Venteicher, Mark Wolters

Dave Bruns called the meeting to order at 12:02 p.m. Pres. Justin Panzer led us in prayer.

Rev. Woelmer introduced a resolution to approve the Constitution and Bylaws of Bethany, Overland Park.

### **Resolution 23A-06-09 – Bethany, Overland Park**

Resolved, that the LCMS Kansas District Board of Directors approve the Bethany, Overland Park Constitution and Bylaws.

### **Action: Adopted**

Pres. Panzer introduced the presentation of the plans with the Convention Prayer.

The proposed future model will be to move from a four-executive departmental model to a three-executive collaborative model. The Executive Assistant for Congregational & School Services would begin with prolonged on-the-job training with Jim and other staff. The new Executive would also rely on other Coordinators to carry out specialized tasks with regards to school and youth ministry.

The presentation noted the trends of membership and attendance in the District, as well as how similar mid-sized districts are restructuring for financial and workflow efficiency.

Mr. Jeff Maltz informed the Board with how LCEF has also been restructuring to reduce executive positions.

Mrs. Heather Williams continued the presentation with an overview of the financial outlook if we continued with the four-executive model, accounting for a projected decline of giving and increase of expenses.

Mr. Brad Brunkow presented the Operating Cash Reserves and funds that we currently have available, including projected budget deficits.

Mr. Jim Bradshaw presented on the workflow of the new Executive Assistant and how the duties of the two current Executive Assistants would be combined. This included duties that would best be retained by the new Executive, and also a list of duties that could be delegated to coordinators or boards. We already delegate a number of specialized tasks to various coordinators, such as Professional Development, Accreditation, Life Ministry, Campus Ministry, Disaster Response, and Early Childhood. These coordinator positions would be expanded or revised to provide for a District School Ministry Coordinator, Youth Coordinator, and a revised Professional Development Coordinator.

Pres. Panzer presented information introducing Mission Advocates who could assist the new Executive by hosting mission presentations and assisting congregations with mission activities. He then presented the proposed timeline for transition when the new Executive is brought onboard so he can learn the pastors, congregations, schools, and commissioned workers of the District, as well as how the District conducts its business.

The Board's questions were answered periodically throughout the presentations.

There was a motion and second to propose the Position Description for new Executive:  
**Resolution 23A-06-10 – To Approve the Position Description for the Executive Assistant for Congregational & School Services**

Resolved, that the Board of Directors approve the Position Description for the Executive Assistant for Congregational & School Services.

**Action: Approved (12-2 vote)**

We had a brief discussion on the Call Committee timeline and membership to fill this position.

There was a motion and second to propose a resolution comprising the Call Committee:  
**Resolution 23A-06-11 – The Call Committee for the Position of Executive Assistant for Congregational & School Services**

Resolved, that the following members of the Board comprise the Call Committee for the position of Executive Assistant for Congregational & School Services: Jeff Maltz, Heather Williams, Rev. Alan Stahlecker, Dave Bruns, Sue Kleber, Pres. Justin Panzer.

**Action: Approved**

Ms. Jackie Schaefer presented the communications strategy for presenting these proposals to the District's congregations and schools.



### Announcements

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  - Convention Dates – July 29–August 3, 2023

The board adjourned at 1:47 p.m.

Closing prayer was led by Pres. Panzer.

Respectfully,  
Rev. Joshua J. Woelmer, Secretary