



**Kansas District Board of Directors**

**August 2, 2024**

- President: Rev. Justin Panzer
- Vice-Presidents: 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
- Commissioned Ministers: Mrs. Rachel Goodpasture  
Mrs. Sue Kleber
- Laity: Hon. David Bruns  
Mr. Curt Engelbrecht  
Mr. Kevin Fredrickson  
Mr. Marvin Schulteis  
Mr. Bruce Schultz  
Mr. Dan Thalman  
Mr. Mark Wolters
- Lead Staff: Mr. Jim Bradshaw, Assistant to the President for Education and Youth  
Rev. Daniel Grams, Assistant to the President for Congregational and School Services  
Mr. Jeff Maltz, LCEF Vice-President  
Ms. Jackie Schaefer, Communications Specialist  
Mrs. Heather Williams, Business Manager
- Excused: Mr. Rick Hanebutt, Rev. Andy Keltner, Rev. Dr. Mark Schulz

Hon. Dave Bruns called the meeting to order at 9:00 a.m. Rev. Daniel Grams led our devotions, based on 1 Samuel 17:20–47, David fighting Goliath on behalf of the Israelites.

The minutes from the previous regular meeting were approved. The minutes from the special Board meeting were approved.

Four items were proposed for inclusion on the consent Agenda:

**Resolution 24C-01-01 – Acknowledgement of Quarterly Gifts**

Resolved, that the Kansas District Board of Directors acknowledge the gifts received from April 16, 2024 to July 15, 2024 with the designation as follows:

Undesignated/Unrestricted	\$ 2,919.54
Scholarship	\$10,050.00
Middle School Huddle	\$53.69
Pentecost	\$675.00
West Africa	\$75.00
<b>Total</b>	<b>\$13,773.23</b>

**Resolution 24C-06-01 – Immanuel, Bremen**

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

**Resolution 24C-06-02 – Trinity, Leavenworth**

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

**Resolution 24C-06-03 – Peace, Natoma**

Resolved, that the LCMS Kansas District Board of Directors approve the Peace, Natoma Constitution and Bylaws.

**Resolution 24C-06-04 – Appointment of Rev. Dean Christ and Rev. Justin Panzer**

Resolved, that Rev. Dean Christ and Rev. Justin Panzer be appointed as the two “Members” to Lutheran Social Services, Inc. to represent the LCMS Kansas District for 2025.

**Action: Consent agenda adopted**

Staff and Board Reports

Rev. Justin Panzer, President, presented his report. There has been much movement on call lists. He has traveled much for the ordinations and installations this summer. He reported that the District staff has been discussing the duties and assignments of the assistants to better align future staffing needs. He shared an update on church plants and partnerships. He gave an update on his meetings and events attended, congregational calls, pre-call meetings, and upcoming ordinations and installations.

Rev. Daniel Grams, Assistant to the President for Congregational and School Services. He highlighted the church planting initiatives in the District, especially because the LCMS National Mission is assisting with funding. Zion, Concordia is eligible for funding from LCMS ONM, and Light of the World, De Soto is proceeding. Hispanic Ministry continues apace; he reported on the possibility for a “new” Hispanic church plant at Immanuel, Kansas City. He reported on District Mission Grants and Stewardship presentations. The work on the Scholarship Granting Organization has been going slow, as the organization is now registered with the state as a 501(c)(3) nonprofit, and it goes through attorneys to develop its Articles of Incorporation and Bylaws. The hope is to have this completed by the Fall to be eligible for donations before the end of the tax year. He has continued to meet with Jim Bradshaw in the transition for the many duties associated with schools and youth ministry.

Mr. Marvin Schulteis, chair of the Board of Missions, presented their report. He highlighted Christ, Topeka’s “Touch-a-Truck” event, where they gave out Bibles and Arch Books. He highlighted Immanuel, Hepler’s outreach to bicyclists on the “TransAmerica Trail.” He gave an update on KansaSEED. The next Mission Grant Cycle will begin soon.

Mr. Mark Wolters, chair of the Board of Stewardship, presented their report. He highlighted the “Phillipians Conferences” to engage pastors and lay people about stewardship. Rev. Heath Curtis will be presenting at each. He reported on this year’s budget and the work going into the 2025 Draft Budget.

Mr. Jim Bradshaw, Assistant to the President for Education and Youth, notified us that he has passed the baton to Rev. Grams with regards to communication to school and youth ministries. He will continue to work in the District Office through August 30<sup>th</sup> before he takes a sabbatical. He will return for a period of debriefing before his retirement in January 2025. He highlighted the Parish Education Committee's work to set up Marriage Enrichment Seminars around the District.

The Board of Directors thanked Jim for his extensive service to the District, its schools and youth ministries, and much, much more. We sang the Doxology in thanks to God for the blessings that He has given us through Jim Bradshaw. The Board wished him well as he begins his sabbatical and then retirement.

Mr. Dan Thalmann, chair of the Board of Education and Youth, presented the report of the board. He echoed what Rev. Grams said on the plans that are ongoing for the SGO. He thanked Jim Bradshaw for his work on their board to support ministry to the education and youth.

Mr. Curt Engelbrecht, member of the Board of Caring Ministry, presented the report of the board. He gave a brief report on the work of the subcommittees and the upcoming events that they will be hosting. He noted that Rev. Ian Kinney has developed a "Pro-Life Vigil Booklet" that may be used for pro-life vigils, protests, or during sidewalk presence. The board intends to continue the "Faith at Work" district-wide service projects.

Mr. Jeff Maltz, LCEF Vice-President, gave us information on the loans and investments held by congregations in the District. There were no loans approved or paid off this quarter. LCEF will begin rebranding, to be completed by the end of the year. LCEF continues to offer investment options to support the Church Worker Loan Pool. He reported on an upcoming loan that will need Board approval via electronic vote.

Mrs. Heather Williams, Business Manager, presented her report. She has reviewed the financial compensation plan for five call documents. She reported on security concerns at the District Office building relating to the back exterior stairwell. The Retreat Center's water filtration system has failed, and the Board will review a bid to replace it. Congregational giving is above year-to-date commitments at 51.48% of budget, and expenses are at 49.76% of budget. One of four regional Congregational Treasurer Workshops has taken place, and it was received well. She reported updates on accounting/finance, planned giving presentations, and the estates. She presented the first draft for the 2025 budget.

Mr. Brad Brunkow, Treasurer, presented the Financial Dashboard, Balance Sheet, Statement of Activities, and the Budget-to-Actual Tables. He provided an update on the Maintenance and Repair Fund, which will provide a financial basis for major maintenance; it has been set at 1.25% per year of replacement value. The idea is to slowly build up to \$250,000 in reserves for this fund. The General Reserve Funds may be lowered from nine-month reserves to six-month reserves to help fund this.

Hon. Dave Bruns, chair of the Board of Administration, presented the report of the board. He highlighted the work that is ongoing to look for land for the De Soto church plant.

Ms. Jackie Schaefer, Communications Specialist, presented her report. She continues to work on and update the website with various events throughout the District. Her special project this quarter has been the 2024 Fall Conferences webpages, for the Pastors and Educators.

Rev. Joshua Woelmer, Secretary, gave his report. He gave an update on the work of the Congregational Constitutions & Bylaws Review Committee. The District Operations Manual Committee discussed one document that came from the Stewardship Committee. Preparations for the District Convention are underway, with Delegate and Nomination forms being opened on the District webpage. He noted that the Nominations Committee will begin meeting in November to prepare for the 2025 District Convention. He presented the report of the Executive Committee.

Mr. Mark Wolters, chair of the Salary Review Committee, presented the report of the committee. There was no need to change the multipliers of the guidelines. Looking at surrounding LCMS Districts and Kansas public schools, the committee proposed an increase of the base salary from \$40,000 to \$42,000, or 5%. There was discussion on this base salary as it relates to our congregations and workers.

#### Unfinished Business

None.

#### New Business

##### **Resolution 24C-01-02 – Start-up Expenses for the Scholarship Granting Organization**

Resolved, that the Kansas District Board of Directors approves the expenditure of up to \$5,000 from unrestricted funds for start-up expenses for the Scholarship Granting Organization.

**Action: Adopted**

##### **Resolution 24C-01-03 – District Office Exterior Stairwell**

Whereas, the external stairwell of the Lutheran Center has led to security risks related to loitering; therefore be it

Resolved, that the Kansas District Board of Directors approve up to \$10,000 to enclose the exterior stairwell and install an emergency access door, pending the fire marshal's approval.

**Action: Adopted**

##### **Resolution 24C-03-01 – To extend a contract to fill the position of District National Lutheran School Accreditation Commissioner for the 2024-2025 school year**

Resolved, that a contract be extended to Ms. Jane Limback to fulfill the duties of the position of District National Lutheran School Accreditation Commissioner for the 2024-2025 school year, as outlined in the district operating manual and stipulated by contract, with a stipend of \$2,500.

**Action: Adopted**

##### **Resolution 24C-03-02 – To extend a contract to fill the position of Professional Development Coordinator for the 2024-2025 school year**

Resolved, that a contract be extended to Ms. Lottie Lee to fulfill the duties of the position of

Professional Development Coordinator for the 2024-2025 school year, as outlined in the district operating manual and stipulated by contract, with a stipend of \$1,500.

**Action: Adopted**

**Resolution 24C-06-05 – Kansas District Bylaw Revisions: Terms Limits**

Resolved, that the LCMS Kansas District Board of Directors approve changes to Bylaws 3.3.2 and 3.3.6. Proposed wording changes to be included for 2025 Kansas District Convention will be subject to CCM approval.

3.3.2 The term of office for the Vice-Presidents, Secretary, Circuit Visitors, and the Board of Directors shall be three (3) years. None of these officers shall serve more than ~~three-four~~ consecutive terms.

3.3.6 Members of District boards and commissions shall be ineligible for reelection or reappointment to the same board or commission after serving ~~three four (3) (4)~~ consecutive terms unless otherwise provided in the bylaws. They may become eligible again for election or appointment to the same office, board, or commission after an interval of three (3) or more years. More than one half (1/2) term shall be regarded as a full term.

**Action: Adopted**

**Resolution 24C-06-06 – Kansas District Bylaw Revisions: District Church Worker Conferences**

Resolved, that the LCMS Kansas District Board of Directors approve changes to Bylaw 5.2.1.3. Proposed wording changes to be included for 2025 Kansas District Convention will be subject to CCM approval.

5.2.1.3 ~~In the odd-numbered years~~ **At least once a triennium**, the ordained ministers conference and the commissioned ministers conference shall be held at the same time and in the same city so that both conferences shall be enabled to meet together in joint session at least part of the time. Exceptions may be made by the District President in consultation with the President’s Council.

**Action: Adopted**

**Resolution 24C-06-07 – District Operations Manual: Revision to Position Description**

Resolved, that the Position Description for the “Scholarship and Education Loan Repayment Committee” be amended as presented.

**Action: Adopted**

**Resolution 24C-07-01 – Salary Guidelines Base Salary for 2025**

~~Resolved, that the Board of Directors of the Kansas District establish the base rate for the Salary Guidelines for 2025 in the amount of \$42,000, an increase of \$2,000 or 5.0%.~~

There was a motion and second to amend the base salary rate to \$41,500, an increase of \$1,500 or 3.75%. After discussion, the amendment passed unanimously.

Resolved, that the Board of Directors of the Kansas District establish the base rate for the Salary Guidelines for 2025 in the amount of \$41,500, an increase of \$1,500 or 3.75%.

**Action: Adopted as amended.**

**Resolution 24C-07-02 – 2025 Participation in CHP’s Healthy Me HSA-A Plan**

Resolved, that the Board of Directors of the Kansas District continue their 2025 enrollment in the Church’s Plan and offer the Healthy Me HSA-A with Concordia Plan Services for eligible Kansas District Staff. The health plan will be supplemented by an annual contribution representing the full deductible by the District to a Health Savings account for those employees enrolled in the CHP.

**Action: Adopted**

**Resolution 24C-07-03 – 2025 District Payroll Budget**

Resolved, that the Board of Directors of the Kansas District approve the 2025 budgeted payroll amounts per the District salary scale spreadsheet ~~as presented~~.

There was a motion and second to amend the resolution to remove “as presented,” due to the change of the base salary rate that will affect District Payroll. The amendment passed unanimously.

**Action: Adopted as amended.**

**Resolution 24C-01-04 – Retreat Center Water Filtration System**

Whereas, the water filtration system at the Retreat Center has failed; therefore be it Resolved, that the Kansas District Board of Directors approve up to \$11,575 to replace the water filtration system at the Kansas District Retreat Center.

**Action: Adopted**

Announcements

- Future BOD Meetings
  - November 1, 2024 (*Hybrid model; Friday in-person meeting date*)
  - January 31, 2025 (*Hybrid model; Friday Zoom meeting date*)
  - May 8-9, 2025 (*Hybrid model; May 8 – Board “Appreciation Farewell”; Friday in-person meeting date*)
- October 13, 2024 at Beautiful Savior, Olathe: Official Send-off for Jim Bradshaw

The board adjourned at 12:55 p.m.

Closing prayer was led by Rev. Justin Panzer.

Respectfully,  
Rev. Joshua J. Woelmer, Secretary



**Kansas District Board of Directors**

**August 7, 2024**

The Kansas District Board of Directors conducted an electronic vote pursuant to the Kansas District Bylaws 3.2.1.3(b)(6), which reads:

Actions Using Electronic Ballot: In situations where Board members are not able to meet as described above, the Board may take action by use of electronic ballot (e.g., e-mail, internet-based voting, etc.), provided all voting members of the Board cast a vote and the result of the voting is unanimous.

The resolution on the table is below:

**Resolution 24C-05-01**

Resolved, that the LCMS Kansas District Board of Directors approves the LCEF loan for Beautiful Savior Lutheran Church in Olathe, KS in the amount of \$1,000,000 - Interest rate at 5.75% adjusted annually over a 20-year term/amortization. Loan Fee \$2500.

The election was conducted from August 6–7. Votes were sent to and tabulated by Secretary Woelmer. The vote was unanimously in favor of the resolution with all members participating.

**Action: Adopted**

Respectfully,  
Rev. Joshua J. Woelmer  
LCMS Kansas District Secretary