



Meeting Minutes

Attendees:

Katy Roy-Rosar	Justin Randerman	Heather Finder	Dick Lasch
DR Nelson	Murray Scheibe	Stephen Block TX CEF	

A. Presentation: Stephen Block, Texas District Church Extension Fund (CEF)

1. Recent references from churches that engaged CEF for Capital Campaign services
2. Costs related to Capital Campaign services
3. Are same CEF resources engaged with the church throughout the duration of the campaign

Stephen clarified that the Texas District Church Extension Fund (CEF) does not provide Capital Campaign services and/or support. The TX CEF is focused on being the low-cost provider of funds for churches. They are viewed as a “ministry partner”.

TX CEF does have underwriting guidelines to assist congregations with borrowing decisions. Most long-term loans are 30-year term with a 3-year adjustable ARM. There is no current requirement for congregations to have “other” account with TX CEF to qualify for loans. Stephen also covered a “Rebate” program where congregations can reduce the cost of loans based on the amount of individual member investments “linked” to Concordia. Details are available on the Texas District website (txlcms.org). Congregations can simultaneously invest in and borrow from the TX CEF.

Another option with TX CEF is a “Flex Account”. It is designed as an account to keep emergency and/or liquid funds. There are no fees and no service charges. Funds can be transferred electronically.

Stephen indicated he will provide a list of architects, in our area, for consideration,

B. Previous Discussion Topics

1. LCEF Vision Path-Compass
 - Initial meeting/call:
 - > Scheduled for **Wed May 17 at 6:30 pm** at the church
 - > Includes Concordia Leadership (Pastor Mark, Church Council, Lay Ministers, Future Needs Committee)
 - > Meeting/call led by Billy Brath



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Future Needs Committee

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- Impact Event
 - > Scheduled for **Wed Jul 19 (time TBD)** at the church
 - > Observations, recommendations and findings presented to the Congregation
- 2. LCEF Immeasurably More Capital Campaign
 - Contact is Keith Kohlmeier
 - Presentation in conjunction with Vision Path (pending scheduling/coordination)
 - Costs related to campaign

***ACTION:** Murray will follow-up with Keith to obtain clarity on the proposed Capital Campaign presentation. We do not want to engage with any Capital Campaign service provider prematurely.*

- 3. RFQ / RFP examples and Architect list from Craig Melde
 - Received RFQ and RFP Examples from Craig

***ACTION:** Murray to prepare draft documents and route to FMC members for review and comment.*

- 4. Property Survey
 - Identification of Surveyor/Civil Engineer
 - FNC member to research and compile list
 - Secure copy of original/latest survey
 - Expenditure approval

***ACTION:** DR and Heather will compile a list of Surveyors/Civil Engineers for consideration.*

***ACTION:** Heather to check with Bubba to see if we have a scanned (electronic) version of our original survey.*

- 5. LCEF Architectural Advisory Committee Resource: **Handbook**
 - <https://lcef.org/architectural-advisory-committee>
 - Outlines processes, event sequence and recommendations related to a building initiative



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6. Information Technology (IT) Audit:
 - Minimal progress to-date
 - Church App possibilities

In summary, discussion included current and potential new electronic communication methods. The absolute need for constant and cohesive content management across all communication methods was stressed. This is a current challenge for Concordia.

C. New Discussion Topics

1. Clarification of Bold Move #3
 - “Outreach: Increase our Congregation’s collective awareness, intention and support of outreach opportunities. Seek to identify specific outreach initiatives for each active board. Develop and execute one and three-year outreach plans.”
 - Bold Move ownership and facilitation

The committee discussed at-length the challenges with identifying an owner for Bold Move #3. One option is incorporate this Bold Move into the job description of the Evangelism Board chair. Another option is to accelerate engagement of a Vicar to assist with Outreach focus and execution. Three immediate actions for FNC are:

- 1) *Confirm with Council that Bold Move #3 is appropriate, desired and achievable for Concordia*
- 2) *Determine what near-term actions are needed to support Bold Move #3*
- 3) *Determine what long-term actions and needed to sustain our vision of Outreach*

ACTION: *Heather will obtain a copy of the current job description for the Evangelism Board chair*

2. Congregation Giving Analysis

ACTION: *Obtain quarterly breakdown of Calendar Year 2016 contributions*

D. 30-60 Day Planning

1. May target date:
 - Identify property surveyor and gain approval for expenditure
 - Develop Architect RFQ and RFP
 - Submit RFQ for responses
 - Bold Move #3 clarification/communication



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E. Next Meeting

The next FNC meeting will be Saturday, June 3, 9:00 am at the church. The main topic will be Funding Plan development and options.

F. Meeting Adjourn