

Minutes of the Pathways Board of Directors  
April 25, 2019 Trinity Lutheran Church, Moorhead

**Members Present:** Sue Grafstrom, Pastor Chris Leach, Pastor Kayla Billings, Pastor Clay Ellingson, Pastor Eric Clapp, Pastor Mark Olson, Taylor Rodriguez, Kenny Dessellier, Eric Haugland, Sheila Michaels

Also Present: Chris Andreasen, Pathways Interim ED

**Call to Order 5:02pm** – Chair Sue Grafstrom

**Devotion and prayer offered by Sue.** Talked about how we as a community of Christians have a focused belief in Christ and how part of that includes doing practical work that is hard but good. At our core, when we come together that is how we get to our roots and truly define our mission, goals and objectives; things that we will be turning our focus toward in the year to come.

**Approval of Agenda:** Kayla mentioned the need for officer elections to take place at this meeting. Elections will take place following the discussion of the strategic planning and Interim ED discussion.

Motion to approve as amended: Eric, Second Chris

Motion Carried to approve the agenda as amended.

**Secretary's Report:** Motion to approve Secretary's report as written made by Mark, Second by Kayla. Motion Carried.

**Financial Reports:** Financial Reports through March 31<sup>st</sup> were presented to the board. Chris shared that congregational giving was down slightly but also shared that First Lutheran in Fargo just gave \$5,500 in the form of a grant for the day camp van fund. Developmental revenue is skewed on the whole due to the fire payments from insurance.

It was also mentioned that retreat income is up from last year which is great news, especially given the fact that the office continues to run short-staffed.

Travel is down for year-round staff from last year. Some of this is because we are no longer paying for Steve to commute from MWK to Moorhead and also because personal cars are being used at times without submission for mileage. The board shared that we need to at least have a tracking of how many miles are driven on personal vehicles so we can continue to budget accordingly even if the mileage is being claimed for reimbursement.

**Program Director's Report** – Andrea submitted a written report highlighting that camp is drawing near. There are still a few key positions to fill but applications are still coming in. She also shared that she was able to take a bit of time the week of Easter following a busy spring with recruiting and before everything really takes off in May.

**Interim Executive Director's Report** - Chris submitted a written report. Misty Fry is no longer with Pathways. Her last day was April 25. She was sad to go and Chris is sad to lose her as she was such an asset to Pathways. The process of hiring a new candidate is now underway.

Chris also highlighted that he and Andrea continue to visit congregations and have positive interactions with supporters new and old.

Reviews have taken place, a newsletter is coming out and an appeal letter went out at Easter with another to come in May.

The day camp mini-van fund will still have approximately \$8,000 in it after the purchase of a van from the Roseau School District. There is great hope that another van will become available to help make our programming more cost-effective.

**50th Anniversary of Pathways Sub-Committees** – The 50<sup>th</sup> celebration is set to take place on July 13 from 10am to 5pm at Camp Emmaus. Al and Jo Judson are helping to recruit staff from years past and met with Chris. A Facebook Event has been created for people to RSVP to, promo postcards have been sent, bulletin/newsletter announcements have been made known through the synod newsletter. Lastly, the planning committee will work to get together one more time in May to make sure all necessary details are finalized. ***The biggest thing needed from the board is to promote and encourage people to come out for the day.***

**Camp M-W-K Sewer Report** – Chris shared in his report that the new sewer design system has been completed and is now out for bidding. There are two local companies that are already in the process of preparing a bid, with hopes of adding a third as well. The one thing that still needs to happen over the course of the summer, is the monitoring of kitchen water output. This is a township requirement that will take place over 1-2 weeks once CLV is on-site. No further information shared or vote need at this time.

**Mission Investment Fund Loan** – An update on the MIF Loan was given. The current loan is just over \$123,000, with approximate \$850 being paid each month and about half of that going to the principle.

**Board Member Job Description** – It is important that we have something to share with people as we continue to seek out candidates to serve on the board, while also having something to hold us as board members accountable. Taylor, Kayla and Chris will work on creating a board member job description for June's meeting. One additional aspect to be looked at here is the specific expectations for the Trinity member rep as that too has not been clear in recent years.

**Pathways By-Laws and Constitution** – Our bylaws and constitution are both in need of review to make sure that they have the necessary information for successfully operating the camp. Board members are invited to seek out constitutions and bylaws from area camps so we can use them as a comparison to make sure we aren't missing any pertinent information. All are invited to offer examples with the hope of having something more concrete in place by the August meeting.

**Strategic Direction Planning** – The transition team has concluded and now a new process of looking at strategic plans needs to get underway. Sue will set some designated times outside of the regular board meetings for those who would like to be a part of this strategic planning session. Information from both the 2011 and the most recent drafts started in 2017/18 will be reviewed to help move us forward. Kayla will send out the most recent strategic planning document.

**Interim Executive Director Discussion** – Chris left the room for discussion. Two viewpoints, one being that Chris has done well but there is a need to see how the summer goes under his leadership and the other being that Chris has proven himself and we should offer the position. The plan to extend his contract through the summer was proposed and shared with Chris. A formal motion was made by Clay once Chris was back in the room to offer Chris the position of Executive Director. Ken Seconded. A vote was taken and passed. Chris mentioned that he would take time to reflect and pray about this and would have an answer to Sue or the next chair in 2 weeks.

**Officer Elections** –

The following names were offered:

Chair – Sue Grafstrom

Vice-Chair – Pastor Chris Leach

Secretary – Pastor Kayla Billings

Treasurer – To be voted on electronically after follow-up with both Tammie and Bonnie.

Clay made the motion. Mark seconded. Motion carried

**Next Meeting – June 20, 2019 @ Camp Emmaus**

**Motion to adjourn @ 7:50 p.m. by Ken, seconded Mark. Motion carried.**

Respectfully Submitted,  
Pastor Kayla Billings