

# Reviewed and Revised Draft

OKLAHOMA DISTRICT LWML BOARD OF DIRECTORS' MEETING  
June 4, 2011  
Good Shepherd Lutheran Church, Midwest City, OK

The Board of Directors of the Oklahoma District Lutheran Women's Missionary League met at Good Shepherd Lutheran Church in Midwest City, OK June 4, 2011 at 9 a.m.

**Board Members and guests present were:**

Bev England, President, MMV	Helen McDonald, Lawton Zone Pres.
Joyce Von Dielingen, V.P. Christian Life	Carol Fruehling, Tulsa Zone Pres.
Susan Brunkow, V.P. Communication	Suzet Roggow, OKC Zone Pres.
Linda Lee Kremeier, V.P. Human Care	Debbie Hooper, PC Zone Pres.
Carolyn Love, V.P. Servant Resources	Nelly Castaneda, Heart to Heart Coordinator
Esther Bersche, Rec. Secretary	Jill Fischaber, OKC Zone PR Rep.
Katie Schroeder, Treasurer	Mary Olsen, Panhandle Zone PR Rep.
Rev. Dwayne Schroeder, Sr. Counselor	Vicki Wing, Tulsa Zone PR Rep.
Betty Reichert, Dist. Editor, MMV	Joy Schweer, Enid Zone Nominating Committee
Krystine Gibson, Structure, Spec. Gifts, Parliamentarian	Gayle Anderson, Lawton Zone Nominating Committee
Marilyn Alsip, Archivist-Historian	Grace Peterson, Miami Zone Nominating Committee
Marguerite Christman, Recycling, Meeting Mgr., MMV	Shari Stepanek, OKC Zone Nominating Committee
Joyce Watson, Panhandle Zone Pres.	Jarie Coggins, Panhandle Zone Nominating Committee
Sharon Bomhoff, Kingfisher Zone Pres.	Arlene Riemer, PC Zone Nominating Committee
Judy Roggow, Enid Zone Pres., Dist. PR Comm.	Debbie Tabisz, Tulsa Zone Nominating Committee

President Bev England welcomed all Board Members, District Nominating Committee Members, Zone PR Reps and Pastor Ron Simpson. After calling the meeting to order in the name of God the Father, God the Son and God the Holy Spirit, she asked Pastor Simpson to lead the group in prayer. The group sang "Rise, Shine, Give God the Glory, Glory".

After introducing the Guidelines Review Committee—Susan Brunkow, Krystine Gibson, Vicki Wing and herself; Pres. Bev explained, in order for the District Guidelines to reflect current practices and OK LWML Bylaws, the Committee has been working to update and revise: 1) OK District Zone Guidelines—Leader Responsibilities, Events, Nominating Committee; 2) District Nominating Committee Guidelines; 3) OK District LWML Convention Guidelines and 4) OK District LWML Guidelines for Elected Officers.

Pres. Bev listed several cares and concerns of the group. Cards will be available for everyone to sign to be given to several people. Those included in our prayers will be Deacon John and Karen Rumsey and all other tornado victims; new grand and great grand children of members; thank you to Thelma Travis and the Enid Society for hosting the LWML BOD meetings; anniversaries; those with illnesses and cancer including Pastor Van Scharrel and his brother and blessings for all those participating in and attending the LWML Convention in Peoria, IL. There will be a cash shower today for the Rumsey family whose home was severely damaged in the recent tornado.

Rev. Dwayne Schroeder, Sr. Counselor, led the opening devotion entitled "Christ's Return, Our Response". We are not able to know and understand God's timeline of events. We are to trust in Him and be prepared for His return. As His watchmen we are to be aware of opportunities to be Christian servants to others.

To enable discussion of the proposed Guidelines, at 9:43 a.m., Pres. Bev dismissed the Nominating Committee, Zone Presidents and Zone PR Reps to their own discussion groups. Those remaining were led by Krystine Gibson as they discussed the proposed Guidelines. Krystine shared, as she had first looked at the Zone Guidelines of the responsibilities of the Zone Leaders, she noted that the word 'prayer' is the starting point for all the duties of the elected leaders. Much discussion followed. After the separate groups returned, the discussion continued. Changes were made to the proposed OK District LWML Convention Guidelines and the proposed OK District LWML Guidelines for Elected Officers. Krystine Gibson moved that the new Guidelines: 1) OK District Zone Guidelines—Leader

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Responsibilities, Events and Nominating Committee; 2) OK District Nominating Committee Guidelines; 3) OK District LWML Convention Guidelines and 4) OK District LWML Guidelines for Elected Officers as prepared and corrected; be accepted. The Guidelines Committee is allowed to make necessary changes that may not have been caught as long as the changes are in compliance with the OK District Bylaws. The motion does not require a second. The motion carried. The completed Guidelines are to be placed on the website.

### **RECORDING SECRETARY – Esther Bersche**

Esther presented the Minutes of the March 5, 2011 meeting. Pres. Bev asked for additions and corrections. There being none, she declared them approved as read.

### **CORRESPONDING SECRETARY – June Wadley**

In a written report, June stated that she had sent welcoming notes to the three YWR attending the BOD meeting in Enid; sent various greeting cards; recorded payments from societies for the *Lutheran Woman's Quarterly* and updated the OK LWML Directory reflecting changes in society information.

### **FINANCIAL SECRETARY – Lanece Young**

The Financial Secretary's Report was distributed. Receipts from January 1, 2011 to March 31, 2011 were: Enid Zone-\$3540.92; Kingfisher Zone-\$2063.77; Lawton Zone-\$2701.96; Miami Zone-\$2885.78; Oklahoma City Zone-\$10,512.84; Panhandle Zone-\$1393.73; Ponca City Zone-\$2342.03; Tulsa Zone-\$5245.91. Total receipts were \$30,686.94. Receipts from April 1, 2011 to current time are: Enid Zone-\$1897.41; Kingfisher Zone-\$7591.30; Lawton Zone-\$1108.18; Miami Zone-\$3332.80; Oklahoma City Zone-\$13,001.47; Panhandle Zone-\$1209.24; Ponca City Zone-\$1020.22; Tulsa Zone-\$2512.59. Total receipts were \$31,673.21. This Quarterly Report includes receipts from the Spring Flings and Convention Delegate monies.

### **TREASURER – Katie Schroeder**

Katie gave the Treasurer's Report for the period of February 1, 2011 to April 30, 2011. The General Fund balance on hand February 1, 2011 was \$11,279.84. This included \$963.09 of unrestricted General Fund and \$10,316.75 of restricted Cartridge Fund. She reported a total of \$50,044.01 in receipts and \$31,399.01 in disbursements. The General Fund balance on hand April 30, 2011 was \$29,924.84 minus the restricted Cartridge Fund balance of \$8381.79 leaving an unrestricted General Fund balance on hand April 30, 2011 of \$21,543.05. Funds are available to pay the one mission grant request.

The Delegate Fund Report from March 1, 2010 to April 30, 2011 shows the Steward Account balance on hand March 1, 2010 was \$4231.50. Receipts were \$7722.83 to LCEF Account and \$480 to General Fund. Interest earned was \$118.71. Disbursements from the Delegate Fund were \$6971. Balance on hand April 30, 2011 was \$5427.04.

The report of the Cartridge Recycling Fund covers February 26, 2010 through April 25, 2011. The balance on hand on February 26, 2010 was \$9746.33. Total receipts were \$7488.08. Disbursements were: LWML Mites- \$1872.03; Special Gifts-\$748.80; Cartridge Recycling Fund-\$4867.25 for a total of \$6231.79. The balance on hand on April 25, 2011 was \$8381.79. Additional information will be given by Marguerite Christman.

The motion to accept and file the Financial Secretary's Report and the Treasurer's Report was made by Judy Roggow and seconded by Carol Fruehling. The motion carried.

Marguerite announced Alternate Katie Schroeder will now be the Delegate from Kingfisher Zone.

Pres. Bev requested Katie provide a list of all the Mission Grants and the status of their funding.

### ***Officer and Committee Reports***

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## **PRESIDENT – Bev England**

The following is a list of Pres. Bev's activities from March 5, 2011 through June 4, 2011:

- Conferred with Convention Site Committee;
- Conferred with Susan and Sarah on the OK LWML website;
- Conferred with Christian Life VP, Joyce Von Dielingen, on Fall Fest plans;
- Had telephone conferences with Marguerite, Meeting Manager, regarding Convention and etc.;
- Attended two of the three Spring Flings;
- Authored 'Presidential Passages' article for upcoming *The Voice of Service*;
- Prepared report and forms for upcoming National BOD meeting in Peoria, IL;
- Coordinated with OK LWML YWR assisting with her friend attending Convention in Peoria;
- Worked with Susan Brunkow revising Zone and District Convention and District Officer Guidelines;
- Conferred with Good Shepherd, Tulsa, Society President;
- Prepared Grace Night meals on behalf of Grace Society LWML;
- Planned and facilitated LWML Mite fund raising dinner at Grace;
- Attended and planned LCMS District Conference on Theology and Worship;
- Attended and spoke at worship service at Grove, OK;
- Authorized Call to Meeting and Agenda for this meeting;
- Conferred with and provided materials for Nominating Committee Chairman;
- Prepared Presidential Report for this meeting;
- Prepared items for Zone Presidents and Zone PR Reps orientation on Zone Events for this meeting.

She also reported that the LWML Blitzes are being scheduled by the MMVs for St. John, Lawton and for Lahoma.

## **PASTORAL COUNSELORS – Pastors Schroeder and Van Scharrel**

Pastor Schroeder will be attending the Convention in Peoria. He will have a short devotion at the Oklahoma Caucus and will be the Counselor on the floor.

## **V.P. CHRISTIAN LIFE - Joyce Von Dielingen**

Joyce and her committee members attended all three Spring Flings to present their sketch and to assist with quilt construction. She reported that five quilts were made at the Spring Flings—one at Alva, two at Owasso, and two at Oklahoma City. She distributed a handout on the Fall Retreat Schedule of Events. The theme for the Fall Fests is "Being with Jesus, Living in the Word" based on Col. 3:16-17, "Let the Word of Christ dwell in you richly as you teach and admonish one another with all wisdom through psalms, hymns, and songs from the Spirit, singing to God with gratitude in your hearts. And whatever you do, whether in word or deed, do it all in the name of the Lord Jesus, giving thanks to God the Father through him." Joyce and the Christian Life Committee recommend the acceptance of the theme, Bible verse and logo for the Fall Fests. No second is needed. The motion carried.

Pres. Bev thanked everyone for the overwhelming response of providing quilts for Lutherhoma.

## **V.P. COMMUNICATION – Susan Brunkow**

Betty Reichert, Editor, created and distributed the Spring 2011 *The Voice of Service*; designed the logo and bookmarks for National Christian Life Committee; designed the logo and flyer/registration form for the Fall Fest and will distribute the Fall Fest flyer/registration to email contact list. Sarah Ross, Web Servant, updates and changes the website as requested and created a password protected BOD Reports webpage. Susan wrote monthly articles for the OK District insert to *The Lutheran Witness*; worked with the Editor on the Spring 2011 *The Voice of Service* and the BOD report templates; worked with the Web Servant on updates to the OK LWML website; National LWML Mite updates and BOD reports on the webpage; made the OK District Banner for the National LWML Convention in Peoria; posted Oklahoma 'Flat Jan' report and pictures on National LWML website; worked with the Host Committee Chairman on plans for the OK District 2012 Convention; is coordinating with the District President and the Structure Committee to revise the OK

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District Zone Guidelines, Nominating Committee Guidelines, and OK District Elected Officers' Guidelines; edited five letters for use by the Nominating Committee and revised three forms for use by the District Nominating Committee.

At 12:10 p.m., Pres. Bev called for a lunch break and asked Pastor Schroeder to lead the group in prayer.

Pres. Bev reconvened the meeting at 12:50 p.m. and asked Shari Stepanek, OK District Nominating Committee Chairman, to report on the Nominating Committee meeting. The Committee will be seeking candidates to fill the positions of President, VP of Human Care, VP of Servant Resources, Corresponding Secretary and Financial Secretary. A slate of officers will be presented at the October 2011 BOD meeting. Pres. Bev is also seeking names of Pastors to be considered for OK LWML Counselor.

Pres. Bev announced she will be attending the following Fall Fests: Sept. 10, Oklahoma City Zone in Edmond; Sept. 17, Panhandle Zone in Hooker and Sept. 24, Enid Zone in Enid.

### **V.P. GOSPEL OUTREACH – Lori Steele**

Nelly Castaneda, Heart to Heart Coordinator, will be attending the training program prior to the National Convention. Going with her to Convention are five ladies from Oklahoma City who have been accepted into the Heart to Heart Program. Nelly, as OK District Trainee, has been asked to explain the successful program she has developed and used in Oklahoma.

### **V.P. HUMAN CARE - Linda Lee Kremeier**

We are encouraged to seek ways to help those affected by the tornadoes and to contact Linda with names of people who need to be helped. All Zones have been notified of the dates for delivery of Lutheran World Relief items. Send Linda a list of items being taken to Convention for Gifts from the Heart. Sign-up sheets for the Fall Retreats will be at the Fall Fests.

### **V.P. SERVANT RESOURCES – Carolyn Love**

A teen gathering is planned for late summer in Oklahoma City. Delia Hanson, OK Teen Coordinator, has been asked to give a 5-minute presentation at the LWML National Convention to share the successes of the Oklahoma District Teens. The Teen Groups have a project of giving stuffed animals to Children's Hospital at OU Medical Center and the Child Abuse Network in Tulsa. Carolyn asked that those attending the Fall Retreat bring a new stuffed animal to be given to the Teen Groups. From January 31, 2011 to March 31, 2011, the Special Gifts Fund had receipts of \$791.67, interest of \$136.41 and disbursements of \$500 leaving a March 31, 2011 balance of \$34,073.28. Another \$130 in Memorials and \$75.81 from the Cartridge Fund has been received since March 31, 2011. The Structure Committee has been working to revise the OK District Zone Guidelines, OK District LWML Convention Guidelines, OK District Nominating Committee Guidelines and OK District Guidelines for Elected Officers. There is help needed in the YWR booth at Convention in Peoria. Registration for Fall Retreat will be sent to Linda Lee Kremeier. The phone number for Canyon Camp is 405-542-6967. The cost is \$55 and each is to bring his/her own Bible. The theme is "Hooked by Jesus".

### ***Zone President Reports***

**ENID** - Judy Roggow, Pres.—Judy attended a convention committee planning meeting, the BOD Meeting in March and presided over the Enid Zone LWML Board Meeting on March 12, 2011. She reported 48 LWML members, two Pastors, and two students attended the Spring Fling in Alva. She remains in contact with the societies by visiting, emails or phone calls. Publishing a newsletter is a goal of the Zone. The Fall Fest is Sept. 24 at St. Paul Lutheran in Enid.

**KINGFISHER** - Sharon Bomhoff, Pres.—Six societies in the Kingfisher Zone keep busy doing a variety of servant activities each month. Four of the societies held election of officers in this Quarter. Of special note—from St. John Lamplighters, Okarche, the Noisy offering for Mites collected each month since October of 2004 is \$9,494.68. The Fall Fest is at Trinity Lutheran, El Reno, on Sept. 17, 2011.

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**LAWTON** - Helen McDonald, Pres.—The Zone Fall Fest will be at Lone Wolf on September 24, 2011.

**MIAMI** - Cherie Meislahn, Pres.—Approximately 104 LWML members, Pastors, and guests attended the Tri Zone Spring Fling in Owasso. Many societies worked to make it a success. The Fall Fest will be held at Faith Lutheran, Owasso, on Sept. 10, 2011.

**OKLAHOMA CITY** - Suzet Roggow, Pres.—The Spring Fling in Norman was attended by 101, which included six pastors and four guests. Six societies reported doing a variety of servant activities each month. The Fall Fest will be at Holy Trinity, Edmond on Sept. 10, 2011.

**PANHANDLE** - Joyce Watson, Pres.—Approximately 50 ladies enjoyed the Spring Fling in Alva. The Fall Fest will be Sept. 17, 2011 at St. John, Hooker. She reports several servant activities have been done.

**PONCA CITY** - Debbie Hooper, Pres.—The Fall Fest will be Sept. 24, 2011 at Zion, Stillwater. Because the Ponca City Zone is the host zone for the 2012 District LWML Convention in Guthrie, Debbie is working to assemble the necessary committees.

**TULSA** - Carol Fruehling, Pres.—From the Spring Fling in Owasso, Carol reports a mite offering of \$603.50; registration of \$914.75 and LWML store receipts of \$325.45. The Fall Fest will be Sept. 24, 2011 at Immanuel, Broken Arrow. Servant activities are being done by the societies for the tornado victims.

## ***Action and Discussion Items:***

Marguerite recapped the bus information for the trip to Peoria. She also explained how the Delegates will be able to access the floor. Delegate Orientation is at 3 p.m. on Thursday. The OK Caucus is Thursday at 4:00-4:50 p.m. The room will be announced in the newspaper. The OK photo will be at 5:40 p.m. on Thursday. At this time, 81 are registered from Oklahoma.

Pres. Bev asked Susan Brunkow to show the OK District banner, which she designed, made and is taking to the Convention.

Treasurer Katie Schroeder read a grant payment request for \$6000 from Concordia Seminary for Oklahoma students enrolled in either the Ordination Track or the Deaconess Track. Currently five Seminary students and one Deaconess from Oklahoma are eligible. Katie requested that this grant be fulfilled. Debbie Hooper seconded the request. The request carried.

Pres. Bev shared copies of the proposed logo for the 2012 OK District Convention. The theme is “You Will Be My Witnesses” based on Acts 1:8. Susan Brunkow reminded everyone that each zone presents a banner for the Convention.

**ARCHIVIST-HISTORIAN** - Marilyn Alsip—Marilyn has completed a list of all the OK District Presidents and the Elected Officers serving with each one. She has been asked to assist the National Archivist-Historian in the booth at National Convention.

**MEETING MANAGER AND RECYCLING** - Marguerite Christman—February 25, 2011 to May 25, 2011, Marguerite reports the following activities:

- Made various arrangements for Delegates, YWRs, and Heart to Heart Training regarding convention registration;
- Submitted vouchers for payments and sent payments to LWML Convention Registrar, LWML Treasurer and to the individuals for their approved expense allowances;
- Continued to work with Peoria Bus Chairman, Gloria Bozarth, and Jane Scherdt in making arrangements and securing commitments for OK District Bus to Peoria;
- Confirmed attendance and noon lunch count with members of the BOD, Nominating Committee and Zone PR Reps;

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- Alerted attendees to BOD meeting of the construction challenges and modifications that need to be addressed regarding parking and access to the meeting site at Good Shepherd;
- Verified site arrangements at Good Shepherd Lutheran Church for Saturday, June 4 for OK District LWML Board of Directors meeting, including meal count of attendees.

Marguerite encouraged everyone to continue the recycling. The Lord has blessed us with a total collection in this program of \$64,700.55, from which \$16,175.17 has been given to National Mites and \$6470.09 to OK District Special Gifts Fund. Of the remaining \$42,055.29; \$33,631.91 has been spent for expenses of the OK District leaving a balance on hand of \$8423.38. The amount paid out for expenses in the last Quarter was \$3168.22. The income for the same period was \$874.62. Joyce Von Dielingen moved we change the name from the Cartridge Fund to the Recycling Fund. It was seconded by Carolyn Love. The motion carried.

Pres. Bev asked for discussion on the proposed District Convention Logo. Debbie Hooper made the motion to accept the proposed logo as the OK District Convention Logo for 2012. It was seconded by Helen McDonald. The motion carried. The logo will be posted on the OK LWML website.

**PARLIAMENTARIAN/ SPECIAL GIFTS** – Krystine Gibson—Krystine will be working in the booth at National Convention. The Special Gifts Fund balance on March 31, 2010 was \$32,719.48. Deposits—Memorials of \$475 and Cartridge Fund of \$672.99—totaled \$1147.99. Interest was \$705.81. Five hundred dollars (\$500) was disbursed to National Mites. The balance on March 31, 2011 was \$34,073.28.

Katie Schroeder moved we pay the BOD mileage, food and other expenses for this meeting out of the Recycling Fund instead of the General Fund. It was seconded by Susan Brunkow. The motion carried.

**CLOSING DEVOTIONS** – Katie Schroeder—After distributing copies of the updated Mission Grants' funding, Katie led the group in the Pre Convention Devotion.

Pres. Bev asked for any further information or business. Marguerite explained there is a program called Tee Up 4 Mites prior to the National Convention. She sought approval of the Vice Presidents before proceeding to have the OK District be a '\$100 hole sponsor' at the event. She is seeking 20 people to contribute \$5 each to provide the money. Any additional monies collected will be given to Mites.

Pres. Bev adjourned the meeting at 2:14 p.m.

Respectfully submitted,  
Esther Bersche, Oklahoma District Recording Secretary

### RECAP OF ACTIONS TAKEN

1. Krystine Gibson moved that the new Guidelines: 1) OK District Zone Guidelines—Leader Responsibilities, Events and Nominating Committee; 2) OK District Nominating Committee Guidelines; 3) OK District LWML Convention Guidelines and 4) OK District LWML Guidelines for Elected Officers as prepared and corrected; be accepted. The Guidelines Committee is allowed to make necessary changes that may not have been caught as long as the changes are in compliance with the OK District Bylaws. The motion does not require a second. The motion carried. The completed Guidelines are to be placed on the website. (p.1)

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2. The motion to accept and file the Financial Secretary's Report and the Treasurer's Report was made by Judy Roggow and seconded by Carol Fruehling. The motion carried. (p.2)
3. Joyce and the Christian Life Committee recommend the acceptance of the theme, Bible verse and logo for the Fall Fests. No second is needed. The motion carried. (p.3)
4. Treasurer Katie Schroeder read a grant payment request for \$6000 from Concordia Seminary for Oklahoma students enrolled in either the Ordination Track or the Deaconess Track. Currently five Seminary students and one Deaconess from Oklahoma are eligible. Katie requested that this grant be fulfilled. Debbie Hooper seconded the request. The request carried. (p.5)
5. Joyce Von Dielingen moved we change the name from the Cartridge Fund to the Recycling Fund. It was seconded by Carolyn Love. The motion carried. (p.6)
6. Debbie Hooper made the motion to accept the proposed logo as the OK District Convention Logo for 2012. It was seconded by Helen McDonald. The motion carried. The logo will be posted on the OK LWML website. (p.6)
7. Katie Schroeder moved we pay the BOD mileage, food and other expenses for this meeting from the Recycling Fund instead of the General Fund. It was seconded by Susan Brunkow. The motion carried. (p.6)