

**North Wisconsin District – LCMS  
Board Orientation and Board of Directors Meeting  
August 4 & 5, 2025**

**Minutes**

**NWD Board Members Attending**

Rev. Timothy Shoup, District President  
Rev. Donald Engebretson, First Vice President  
Rev. Preston Paul, Second Vice President  
Rev. Ryan Fehrmann, Third Vice President  
Rev. Travis Kleinschmidt, District Secretary  
Mr. Dwayne Maroszek, Treasurer  
Mr. Bryon Graff  
Mrs. Pauline Jerabek  
Mr. David McFarland  
Mr. David Mellem  
Dr. Jeffrey Nielsen  
Rev. Neely Owen (via phone)  
Mr. Craig Timm, Chair  
Mr. Bill Zick

**North Wisconsin District Staff Present**

Mr. Bill Jordan  
Mr. DJ Schult

**NWD Board Unable to Attend**

Mrs. Marie Fenske

**Recording Secretary**

Lori Kavajecz

**Monday, August 4, 2025**

Board Orientation was held at St. Mark's Lutheran Church in Wausau beginning with Opening Chapel Service at 9:00 a.m.

**District Mission**

President Shoup shared his Mission and Vision for the North Wisconsin District:

Mission: We bring Christ and His Word to people.

Vision: We bring Christ and His Word to our pastors, church workers, and parishioners.  
Building families and children of faith and character.  
Freeing them to live in His image.  
Revitalizing our smaller congregations.  
Helping them reach the lost.

**Standing Committee Assignments**

Prior to the meeting, Board members were asked to provide feedback on which Standing Committees they might like to serve on. Committee member names and first assignments were shared with the work to begin on Tuesday during the regular Board meeting.

**Introductions**

Throughout the day, Board members were asked to introduce themselves and describe something or someone used by God to shape their faith.

**Policy Based Board Governance**

DJ Schult provided an overview of policy-based governance.

- A system for organizational governance that defines, guides, and aligns the mission and strategic direction with the operations, and emphasizes values, vision, and empowerment of both the board and the staff.

- The board is given authority to govern the organization through policy to ensure that the organization advances its mission.
- The board leads through policy to ensure that the organization advances its mission.
- The policies ensure that the board and District President conduct themselves appropriately, set strategic direction, delegate responsibility, and are held accountable for performance.
- The District President, empowered by the board, manages the operations to advance the mission of the organization.
- Board policy consists of the following four areas, plus an additional area to include our subsidiary, Camp Luther:
  - Outcomes
  - Board Self-Governance Policies
  - Board and Executive Relationship Policies
  - Executive Limitations Policies
  - District Board and Camp Luther Board Responsibilities

### **Ministry Plan**

Before and after lunch, President Shoup began to share his thoughts on how the District will carry out the four areas of the mission and vision.

### **NWD/Camp Luther Relationship**

Mr. Schult shared a brief overview of the relationship between the North Wisconsin District and Camp Luther.

### **LCEF in the NWD**

- LCEF has gone through rebranding – new website & logo.
- LCEF continues to handle investments, loans, ministry solutions and real estate solutions.
- New all-access steward accounts are available for churches (checking or savings)
- Shared a few projects around the district that have utilized LCEF's services.
- Small Church Clarity –This district-endorsed program will allow small churches to produce plans to improve their financial situation. LCEF consultants will come along side churches in this 4-week, once a month for 4 months program. This program should leave churches feeling empowered and strengthen their relationship with the District. The first cohort will start in the fall with another one to follow in the spring of 2026.

### **Staff Roles**

President Shoup shared a little bit about the District staff and their responsibilities.

### **District Missions**

President Shoup reviewed the various missions that are currently in place in our District.

The meeting adjourned at 3:30 p.m. The group was invited to The Barn at Willow Springs Garden for Fellowship and Supper at 5:00 p.m.

### **Tuesday, August 5, 2025**

President Shoup called the meeting to order at 9:00 a.m.

### **Opening Devotion**

Rev. Shoup provided the Opening Devotion on 2 Peter 3:1-13

President Shoup reflected on the Mission and Vision and engaged the Board in further discussion.

Mission: We bring Christ and His Word to people.

Vision: We bring Christ and His Word to our pastors, church workers, ~~and~~ parishioners *and the lost*.  
Building families and children of faith and character.  
Freeing them to live in His image.  
Revitalizing our smaller congregations.  
Helping them reach the lost.  
*Fostering Lutheran education.*

A **motion** was made and seconded to include the above changes as reflected with the understanding that there will be editing and modification in the coming months. **APPROVED.**

### **Adoption of Agenda**

A **motion** was made and seconded to adopt the agenda as presented. **APPROVED.**

### **Consent Voting Agenda**

- May 5 & 6, 2025 NWD Board minutes
- Resolution to Approve Appointment of General Counsel
- Resolution to Approve Appointment of District Staff
- Approval of Schedule of Board of Directors meetings for next triennium (2025-2028)

A **motion** was made and seconded to approve the Consent Voting Agenda as presented. **APPROVED.**

### **Election of Chair**

President Shoup stated that according to District Bylaw 1.04(d): *The board, at the first meeting of the triennium, shall elect from within the membership of the board of directors, a chair and vice chair, who shall preside at board meetings.*

It was noted that Mr. Timm was the Chair for the past triennium. Mr. Mellem stated that he feels Mr. Timm has done a nice job and would like to nominate Mr. Timm for this position again. Mr. Timm stated he would allow his name to stand. After discussion, a **motion** was made and seconded to appoint Mr. Timm to the position of Board Chair for the North Wisconsin District Board of Directors. **APPROVED.**

### **Election of Vice Chair**

As Chair, Mr. Timm took over the meeting and opened the floor up for nominations to elect the Board Vice Chair. Dr. Nielsen nominated Mr. Graff. Mr. Graff stated he would let his name stand. No other nominations were submitted. A **motion** was made and seconded to appoint Mr. Graff to the position of Vice Chair for the North Wisconsin District Board of Directors. **APPROVED.**

### **Appoint Treasurer**

Mr. Timm shared that Mr. Maroszek has been the District Treasurer for the last five years and has done a great job and recommended his reappointment. Mr. Graff nominated Mr. Maroszek for the position of District Treasurer. A **motion** was made and seconded to approve the reappointment of Mr. Maroszek as the District Treasurer for the 2025-2028 triennium. **APPROVED.**

### **Appoint NWD Representative to Camp Luther Board**

Rev. Aaron Gehrke is no longer on the Board and we need to appoint a new representative to attend the Camp Luther Board meetings as a liaison between District and Camp. Rev. Engebretson nominated Dr. Nielsen. A **motion** was made and seconded to approve the appointment of Dr. Jeffrey Nielsen as the District Representative to the Camp Luther Board. **APPROVED.**

### **Conflict of Interest Compliance Form**

As a requirement from our Board Policy Manual (2.1.7), Mrs. Kavajecz shared that she will print the forms and get them to members at the next break for review, signature, and return by the end of the meeting.

### **2028 District Convention Venue & Date**

After previous conversation with the staff, President Shoup proposed that the 2028 District Convention be held at the Central Wisconsin Convention + Expo Center in Rothschild and be scheduled for June 4 & 5, 2028. A **motion** was made and seconded to approve the location and date for the 2028 District Convention. **APPROVED.**

### **Treasurer's Report**

Mr. Maroszek explained the differences in job responsibilities of treasurer and district accountant for the district.

### **NWD & Camp Luther Unaudited June 2025 Financials & Consolidated P & L**

Mr. Maroszek walked through the various financial reports for District and Camp Luther, pointing out important aspects of each. A **motion** was made and seconded to approve the June 2025 month-end financials. **APPROVED.**

### **Budget Responsibilities**

To familiarize the new Board with the budget process and their responsibilities, Mr. Schult shared an overview which can be found in the Board Google Folder for future reference on how the budget process works. The Board will need to be prepared to ratify the budget at the November meeting.

### **2022 District Handbook / Board Policy Manual**

Mr. Schult shared that these two documents can be found in the Board Google Folder for reference.

### **Role of Standing Committees**

Chairman Timm directed the Board to the standing committee assignment sheet that was handed out the previous day. The following assignments will represent each committee:

#### **Administrative Services Committee (ASC)**

Marie Fenske  
Dr. Jeff Nielsen  
Craig Timm

#### **Governance Committee (GC)**

Rev. Don Engebretson  
Pauline Jerabek  
Rev. Preston Paul

#### **Audit & Investment Management Committee (AIM)**

Bryon Graff  
Rev. Travis Kleinschmidt  
David Mellem  
William Zick

#### **Stewardship Committee (SC)**

Rev. Ryan Fehrmann  
Dvid McFarland  
Rev. Neely Owen

Standing Committees broke out into their groups to begin work on their first assignment. Groups came back together to share their progress.

Chairman Timm shared that the District Employee Handbook also requires the formation of a Sexual Harassment Committee. The following individuals have been assigned:

Marie Fenske  
Rev. Ryan Fehrmann  
Rev. Timothy Shoup

### **Constitution and Bylaw Changes**

District Secretary Kleinschmidt submitted the following constitution revisions for approval:

- St John – Pickerel (*contingent upon recommended change*)
- St Paul – Stevens Point

A **motion** was made and seconded to approve the Constitution and Bylaws as noted above.

**APPROVED.**

### **District Staff Reports**

#### President Shoup

President Shoup stated that in the short time he has been here, he sees his responsibilities broken into the following areas:

- Working with congregations through the call process
- Working with congregations, church workers, and pastors with difficult situations
- Planning and preparing for events, i.e., Adult Gathering, New Worker, etc.
- Council of Presidents (COP) things

President Shoup then asked the Board what sort of things would be helpful to them to include in a quarterly report and what sort of format. Below are some of the ideas that were provided:

- Share prayer intentions within the District.
- Mission & Vision – specific success items – if elaboration is needed provide a written report ahead of time.
- How is the District President doing? Taking vacation? Who is your 'go-to' person?

#### DJ Schult

Mr. Schult provided the following highlights:

- We awarded \$176,000 in scholarships in 2025.
- MinistrySafe – we had a 2½ year deal with them at \$6,000/year which allowed schools/congregations to use through our contract. We have 42 ministries using them. Contract was up and they raised the cost significantly, negotiated and we are back to the original contract cost for our ministries to use through 2027.
- FLAME (Future Lutheran Administrators – Midwest Educators) – training for future principals, partnering with Great Lakes area Districts.
- District Accreditation Commission – annual review of NWD accredited schools
- National Accreditation Commission (NAC) – annual accreditation meeting held (DJ is the chair)
- Attended GOSPEL – annual Education Executive conference.
- Parking lot cracks filled, fence repaired and painted, door painted, tech backup installed, street trees raised, custodian review.
- Convention follow up, DP Lueck departure, DP Shoup onboarding/support.

## **Other Business**

### Signing and Presentation of Certification of Election to District President

The official Certification of Election was signed by Vice Presidents Engebretson, Paul, Fehrmann and District Secretary Kleinschmidt and presented to District President Shoup by Chairman Timm.

### 2026 Convention CNN Nominations: National Synod Officer, Board & Commissioned positions

Chairman Timm stated that nominations for over 60 offices are open and due by October 18, 2025. If you know someone who may qualify and be willing to serve in one of these positions, please talk with them and submit the nomination form by the due date.

Vice President Paul closed the meeting with a prayer of thanksgiving and travel.

The meeting was adjourned at 1:40 p.m.

Respectfully submitted,

Rev. Travis Kleinschmidt, District Secretary  
Lori A. Kavajecz, Recording Secretary