

**Agenda**  
***Congregation Council***  
St. John's Lutheran Church  
September 25, 2018 + 7:00 p.m.

- 1. Prayer** – We begin our meeting centered in the presence of God. Silence, then opening prayer led by Dan Van Tassel. A time of silence for prayer and for gathering our hearts and minds together will precede the prayer.
- 2. Bernie Renander** – See Items 6a and 6b
- 3. Future dates**
  - a. Boards – October 9, 2018 7:00pm. Treats provided by Youth Ministry and Education Board at 6:45 pm.  
Reminder: Please call or e-mail your board members prior to the meeting and remind them of the meeting.
  - b. Council – **October 23, 2018**, 7:00pm; Jenny Nystrom, prayer
- 4. Pastor's Report**
- 5. Council Action Items and Updates**
  - a. Laura Baker Good Neighbor Award and representation at award ceremony
  - b. Properties & Grounds
    - i. Mudjacking project: Southwest entrance curb
    - ii. AC update
  - c. Personnel updates
  - d. Stewardship updates: Dan Van Tassel
  - e. Anniversary celebration events: update
- 6. Consent Agenda Items for Council**
  - a. Proposal by Business Manager to address 2018 financial commitments and St. John's Foundation fund: Bernie Renander
  - b. Proposal for re-assignment of liason for St. John's Foundation Fund management: Bernie Renander
  - c. 2019 Budget recommendation – Personnel Committee
  - d. Treasurer's Report, August 2018
  - e. Minutes from the August 28, 2018 meeting
- 7. Prayer** – The president leads a prayer asking God's grace and help on our ministry. Lord's Prayer: After the president's prayer is concluded, we finish the meeting praying the prayer Jesus taught us.
- 8. Adjournment follows.**

## Appendix:

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### **1. St. John's Foundation**

Foundation funds have been depleted for calendar year 2018.

See spreadsheet provided

## 2. Board Minutes/Notes from September 11, 2018

### *Adult Education & Ministry Board*

#### *St. John's Lutheran Church*

*11 September 2018*

*Present: Anita Hellie, Andy Nelson, Alyssa Ness, Sandra Nyvall, Genevieve Quarberg*

#### **New Board Member**

We learned from Anita, a member of the nominating committee, that Andy Nelson has graciously agreed to finish out Martin Thorsheim's term on the board. Welcome, Andy!

#### **Names for the Nominating Committee**

It is noted that Sandra & Alyssa are finishing their terms in January. We gave Anita suggestions for some people to contact regarding serving on boards for the next term.

#### **Upcoming Activities: Tours**

Genevieve updated us about possibilities for tours yet this fall or next spring. She has reached out to some other members of the congregation, regarding whether they might be interested in organizing some trips with the board's support and encouragement. It is possible that a congregation member is interested in leading a group to the American Swedish Institute this fall, as details allow. We will be staying in touch about this further via e-mail in the coming weeks.

#### **Library Update**

Per Anita, Bill Carlson has been contacted regarding helping with the shelving. Anita and Julie Brehmer are working on getting ready to send selected books, packaged in plastic envelopes, home with the 3-5 year-olds; each Sunday, they will return the book they took home on the previous Sunday and be given a new "surprise" book. Emily Westerback and Mary Ellen North have also agreed to help with this effort, and other volunteers will be needed. The book distribution will begin on October 7.

Library items brought to the Property & Grounds Board include:

- Reconfiguration of the library (turn the shelving outward? Add tables? Place more furniture in the center of the room?)
- New shelving for the adult & children's books
- Section of books by St. John's authors (there is currently an item in the Voice noting that we are seeking these; some current copies are worn out, or we do not currently have the books)
- Art work by St. John's members on the wall
- New computer/printer and cataloging program needed
- TV screen for Skyping/streaming worship so parents or others who need to get out of the sanctuary have a place to go to see and hear the worship service.

#### **Senior Ministry**

A few items were discussed, in this regard:

It's noted that we have large print bulletins, cushions, and hearing aids available, but all of these items need more visibility/awareness, so that people know that they are available, and the cushions and hearing aids will need to be maintained so that they are in good repair / working

order. Andy notes that the ushers currently place batteries in the hearing aids, and keep them up; he wonders if the ushers might be able to bring more attention to these items as people enter the sanctuary. He will discuss with his fellow ushers. We also wonder if tables might be set up in more apparent places, so that the items available for use are very clearly present and accessible.

Railings are needed in St. John's Hall stage, and on the steps to the altar; perhaps Property & Grounds would look into this? Property & Grounds are already at work on a push button for opening the heavy restroom doors.

NO ACTION ITEMS AT THIS TIME

Benevolence and Social Concerns Notes  
September 11, 2018

All were in attendance.

Gene Bakko visited to discuss terms for the board (see #4).

Terry Dell visited to discuss the plans for refurbishing Fellowship Hall (see #5).

1. Money was found for the Greenvale Snack program. The St. John's Fund was short of money, so Pam suggested the Pastor's fund be used to supplement the B&SC discretionary fund:

\$825 from the B&SC discretionary fund. (This was the last of the discretionary fund.)

\$393.75 from pastor's discretionary fund

2. Meals on Wheels update. Nancy Kluver appreciates help directing people to her table in the Commons: Sept. 16, Kathy Shea, Sept. 23, Jane

3. Update from Immigrant Law Center, from Kathy Schuurman:

I asked Sara Karki to give me any updates on the progress of her work. Sounds like the clinic expects to open in October and the word is getting out there. **Her email:**

The update is that the word has gotten out and we are starting to get calls for service. We are coordinating with Volunteer Lawyers Network to deliver a legal clinic model at St. Dominic's youth building. Colleen Beebe hopes to train volunteers this month and launch the clinic in October. She'll send a Memorandum of Understanding hopefully this week.

Also, John Keller and Sara Karki have agreed to do a presentation on immigrants for the April 4 meeting of St. John's Women's program entitled "Courageous Conversations".

4. Board terms: Jane is the only person going off the board in January. Carolyn Nitz has agreed to join the board. Members were asked to consider being the board chair next year.

5. Fellowship Hall issues: Sue Sharrow and Jane volunteered to meet with or talk to Terry Dell as needed to discuss the redesign of the FH. They are both part of the WELCA groups that use the area for quilting, prayer shawls, and storage of other LWR projects.

Next meeting: Oct. 9. Plan budget for 2019.

Addendum: After this meeting, Ruth Hanson asked for a donation to the Justice for Palestine/Israel group which will meet at St. John's in Nov. There is no money available from our board, as both the discretionary fund and the Peace and Justice Fund have been spent. Also there is a policy that donations be given to groups with 501c3 status, and the website for this group does not indicate this status. A donation would therefore require bringing a recommendation from our board to the council.

Business Management

Children's Ministry and Education

## **Evangelism and Communications Committee**

**September 11, 2018**

**7 p.m., St. John's Hall**

Present: Mark Gleason, Chair; Eric Sponheim; Judy Carlson; Leah Garlie; Anita Helling, on behalf of the Nominating Committee;

1. Mark G. reviewed with ECC Council August meeting minutes and actions.
2. Anita Hellie reported from the Nominating Committee, providing an update on ECC membership and possible persons to serve on ECC in the future.
3. ECC discussed next steps regarding oral/video histories for 150<sup>th</sup> anniversary. Initial interview will be on September 26 with Carolyn Jennings. The interview will focus on the music history of St. John's. This interview is likely a more formal one than is anticipated for other interviews. Jennifer Edwins and Nathan will conduct the interview. Shortly after September 26, ECC members will review and discuss the interview, using it to help guide likely format and questions for future interviews. ECC is in the process of producing a oral history project one-page project description and sample questions. ECC is also developing a list of initial interviewees for this fall. We anticipate that interviews will take place at a location convenient to the interviewee, with likely location at St. John's between services on Sunday morning.
3. ECC will be asking boards to arrange for two members to attend a CCB training/planning session in October. The training will help to identify potential of CCB for congregation communication and community-building.
4. ECC has tested new video equipment, finds it effective, and expects the cost to be under \$5000, as expected. Rob Quanbeck shared this information to the Council, which gave the go-ahead to ECC to proceed with equipment upgrades.
6. ECC member Daniel Edwins has experimented with software installation for closed captioning and is likely to make a recommendation in the near future.
7. Board discussed times and places for meetings of future meetings. The meeting times will alternate between noon and 7 p.m. in order to accommodate the schedules of members.
8. The Board took a walking tour of new Church signage.
9. Mark G. will serve as the liaison to Fellowship Hall planning.

**Faith and Health Board Minutes**  
**Tuesday, September 11, 2018**

1. Date for Health Fair – Sunday, October 21 9:45 am-10:45 am , St. John’s Hall – This is the latest list of participants:
  - Northfield Hospital – Information about their programs – Betsy Spethmann
    - Women’s Health
    - Rehab Services
    - Surgery/Endoscopy
  - Stephen Ministers/Grief booklets - Jennifer, Jo Franklin, Barbara Wilson
  - Take is to the Box information – Information on a table
  - Health Finders- Charlie Mandile/Candy Taylor
  - Blood pressure checks - Bonnie
    - Automatic blood pressure cuffs (Leah will bring these)
  - Advanced funeral planning - Andy Langehough/Jim Bierman
  - AED Training - Lynette
    - Mannequins (Leah will bring these)
  - Healthy Community Initiative – Zach Pruitt
  - Hospice/Home Health Care – Kari Cistera
  - Mental Health – Jane Rinehart and Barb Kuhlmann
  - Advanced Care Planning – member of Susan Lohmann’s Team
  - Northfield Home Care and Hospice – Kari Cistera
  
2. Statement of purpose - Why are we doing this?  
*To promote good health and inform our community about various health related resources available in our community.*
  
3. To do
  - Final planning will be in at the October Board meeting
  - Continue to contact folks we would like to participate
  - Promote – Voice (September and October); October bulletins
  - Room set-up – inform Leah/Tim
  - Signage (have signs made at Carleton print shop to advertise each area?)
  
4. Contacted Pastor Pam about potential plans for meeting with those whose loved ones will be honored on All Saints Sunday.
  
5. Suzy Immel met with us to discuss Faith and Health nominations to be presented at 2019 meeting. The Nominating Committee will contact potential Board members.



**Properties and Grounds**  
**Board Update from September 11, 2018**

Updates presented to Board for ongoing projects.

Discussion about nominating committee and a newly identified area on the property that requires possible repair.

Members recruited for the Fellowship Hall project.

## **Minutes of Stewardship Board – September 11, 2018**

### **St. John's Lutheran Church**

Members present at the Stewardship Board meeting included Dan, Mark, Allene and Ralph.

The first item of business was to update the stewardship campaign timeline.

- September 24 – latest date to mail initial letter signed by Pastor Pam announcing the campaign.
- September 30 (Sun) – temple talk 1 by member of Stewardship Board summarizing the campaign objectives and encouraging full participation.
- October 7 (Sun) – second temple talk.
- October 9 (Tues) – stewardship board meets to finalize text and design of all materials (including bulletin inserts)
- October 10 (Weds) – printed materials to printer or into office workflow; “ask letter” with brochure or flyer mailed when ready to be received no later than October 26.
- October 14 (Sun) – first bulletin insert.
- October 28 (Sun) – third temple talk and 2<sup>nd</sup> bulletin insert.
- November 13 – Stewardship Board meets to assess progress.
- November 18 – Commitment Sunday (intent cards collected).
- November 25 – Reminders to return cards to church office in Voice, St. John's emails and worship announcements.
- December 4 (Tues) – Update on appeal and follow up sent with Nov. to date statements. Continued follow up announcements.

Dan read from the minutes of St. John's Church Council noting that support of youth mission and staffing is of significant importance in 2019 and should be part of the goals addressed in the stewardship campaign materials.

A second goal has to do with increased administrative support that provides flexibility to St. John's. The Board discussed verbiage and ideas on how to communicate this goal.

A third objective has to do with strengthening the day to day ministry of St. John's.

An ideas was expressed regarding a theme. We can continue to use the brochure format with adaptations to photos and color. But we also discussed the idea of “momentum” and tying the stewardship theme into the 150<sup>th</sup> anniversary year. Concepts discussed including the use of stories from our history and reflective quotes from people in similar roles today. Words like “continuation, momentum, celebration, migration” may be helpful.

We agree to explore this idea individually and share them with each other in email format. There are four key events planned for 2019 to celebrate the anniversary and we would like the council or executive board to give us a better idea as to the budget they need for ongoing ministry needs and anything extra that might be needed for celebration.

It was noted that there will be 4 openings on the Stewardship Board in 2019.

The meeting ended at 8:05 PM.

Ralph Yernberg

## **W and A September meeting / NP**

**Nominating** - Carolyn and Barb (option of a one year term extension- or agree to a three-year term but resign after a one year term to help with 150 anniversary planning). They both voiced a willingness to remain on the board in order to facilitate consistency in the planning.

How does that affect the terms for other board members in the future?

**One service next summer** – discussion about lowered attendance verses building community  
Nothing to decide but to think about for next summer- board consensus: let's do it again next summer.  
We can decide the schedule closer to next summer. Need to be sure to communicate the purpose-  
“building community”

**Planning with Emma K** for a liturgical dance project in celebration of the anniversary  
Long time since any type of liturgical dance here  
Could it be on Maundy Thursday or Good Friday/ Palm Sunday/ Easter?  
When does it fit with her spring break?  
Get email from Nancy

**Pew experiment** – taking out a pew- which one?

What do we do with losing around 12 seats?

How do we communicate why- working with ushers to know the purpose

One of the front pews on lectern side is unstable (Barb K knows which one) - maybe remove it for awhile to try the experiment?

**Group to work on older services/liturgies**- deciding when and getting people to work on them

What's first? Deciding when during the year- which services/time periods do we lift up?

Schedule first.

Submitted by Nancy OK

# Youth Board Minutes

September 11, 2018

Present: Jenny Nystrom, Barry Becker, Sue Hagen, Rob Nutt Absent: Beret Froehle, Dan Franklin, Elsa Nystrom, Sylvi Hanson

- Fundraising for Youth Revisited – should we do annual auction/breakfast?
  - Discussed positives and negatives of having annual auction breakfast (see minutes from Aug)
  - Ideas for new similar events: Talent Show (including choirs) with desserts; Dinner and a play; smaller silent auction focused on experiences, etc.
  - Decision for 2018-2019 year – no fundraising event, instead focus on 150 year event – possibly joining tentative summer family event
- Youth Board Responsible for Treats at 10/9/18 Board Meeting
  - Apple theme
    - Coffee – Barry (possibly Robb)
    - Apple Crisps – Sue, Angie
    - Apple Cake – Jenny
    - Cheese and Crackers – Rob
  - Arrive by 6:30 p.m. to set up
- Youth Board Nominations
  - Rob's and Sue's terms are up. Both indicated likely willingness to continue.
  - Need to confirm no early departures as well and discussed possibility of alternate ways of attending meetings for those who have a difficult time attending (e.g. by phone)
- 2018-2019 Staffing and Programming Discussion
  - In place for primary volunteers, including new college student volunteer – Emerson Clay
  - Once have a sense of need/attendance, will complete volunteer list for High School Youth Group (Wed) and Middle School Youth Group (Sun)
    - High School: 9/19 Jane Rizzo; 9/26 Rob Nutt
    - Middle School: 9/16 Sue Hagen; 9/23 Barry Becker; 9/30 Jenny Nystrom
- Youth Transition Team update –
  - 8/29/18 Transition Team Visioning with Youth and Karen Gieske went very well
    - Very well attended and overall went well
    - Not ideal to have High School and Middle School together, but were constricted by time/date we could get Karen
  - Next Step – identify team for drafting job description
- Mentor/Mentee
  - Discussed providing opportunities for High Schoolers to be prayer buddy or prayer buddy/mentor mentee hybrid to elementary school (5<sup>th</sup> grade) and then do additional mentor/mentee between adult and middle schoolers (7<sup>th</sup> grade?).
    - Barry talked to Julie – she suggested checking with the pastors
- Recent Events
  - Night to Unite 8/7/18
  - Social/Pizza/Ice Cream Sundaes & Karen Gieske Visioning 8/29/18

- Upcoming Events:
  - Intergenerational Mixer 9/16/18 (between services)
  - Confirmation Retreat 9/22/18 – Jenny and Barry possible drivers
  - Confirmation 10/14/18
  - High School Club at Peggy's (Cookies for Torch) 9/23/18
- 2018/2019 Calendar
  - Continue to run out of town for Calendar planning – discussed plan to meet on 9/19/18 at 6 p.m. to come up with date/plan for calendaring events
  - Priority event – Romans and Christians particularly for Middle Schoolers at St. Johns

Next Meeting: **10/9/18 arrive at 6:30 to set up treats**