

Minutes  
Congregation Council

St. John's Lutheran Church, Northfield, MN

August 28, 2018

Present: Rob Quanbeck, Ruthie Neuger, Terry Dell, Jennifer Edwins, Alyssa Ness, Jenny Nystrom, Dan Van Tassel, Nancy Ordahl Knoch, Pr. Jonathan Davis, Kristy Harms

Not Present: Pr. Pam Fickenscher, Mark Gleason, Jane Rinehart, Eric Holleque, Martha Erickson

The meeting was called to order at 7:08 p.m. by Rob Quanbeck.

**1. Opening Prayer** - Offered by Jennifer Edwins

a. Boards – September 11, 2018 7:00pm. Treats provided by Stewardship Board at 6:45 pm.

Reminder: Please call or e-mail your board members prior to the meeting and remind them.

b. Council – **September 25, 2018**, 7:00pm; Dan Van Tassel, prayer

**3. Pastor's Report**

a. Official Acts

- i. Funeral for Millie Berg, July 27
- ii. Funeral for Margaret O'Leary, July 28
- iii. Baptism of Harper Faith Holk, August 5
- iv. Funeral for Bob Gelle, August 8

b. Grace Overflowing – Capital Projects

- i. Outdoor Canopy repainting and staining completed in August
- ii. Interior signage will be replaced the first week in September
- iii. Tuck pointing contract is signed and work will begin in September

c. Bequest – St. John's has received a bequest from the estate of Margaret O'Leary. Our practice in the case of undesignated bequests (not memorials) is to disburse the bequest as follows: 1/3 to the Foundation; 1/3 to Capital projects; 1/3 to Council discretion.

Given the specific Capital campaign related to Grace Overflowing, a Council decision addressing distribution of the capital portion is needed. Direction of the funds may be directed to Grace Overflowing Capital projects or to the general Capital projects fund.

Motion: Kristy Harms moved to continue the traditional distribution of 1/3 to Foundation; 1/3 to Capital projects, directing the funds to the general Capital fund; 1/3 to Council discretion. Jenny Nystrom seconded the motion. Motion passed unanimously.

d. Nominating

Nominating committee has assigned member to each board as follows:

- Adult Ministries – Anita Helle
- Benevolence – Gene Bakko
- Business Management – Sue Renander
- Children's Ministry – Rob Nutt
- Evangelism & Communication – Anita Helle
- Faith & Health – Suzy Immel
- Properties & Grounds – Gene Bakko
- Stewardship – Sue Renander
- Worship & Arts – Audrey Moe

Youth – Rob Nutt  
Executive Committee – Ruthie Neuger

- e. Personnel Committee
  - i. New job description has been approved for Kitchen & Hospitality Coordinator, which will replace Mary Kelvie's position. The revised description focuses on coordinating kitchen use and providing administrative assistance to shared ministry, including funerals. Mary will continue to be available to us remotely until a replacement is found.
  - ii. Personnel is working on creating a consistent job description template.
  - iii. Search for an interim Youth staff to work with middle- and high school youth is underway. Pr. Jonathan is interviewing two St. Olaf students interested in the position.
  - iv. New Alleluia choir director (grades K-2) has been found. Arielle Loy is a member and comes to us with extensive experience in early childhood music education. Carol Benson will continue with the Jubilate (grades 3-5) choir this fall.
- f. Fall Programming. Fall launch is less than a month away. Sunday School begins September 16 and Wednesday orientation for after school and confirmation programs begins September 12. Choirs and regular Wednesday meals begin on September 19. The pastoral team and staff are excited and busy. Please be mindful that staff are very busy in these early weeks of fall, so if you need office help, give lots of lead time and be patient with response time. Thank you!
- g. Children, Youth & Family Update. Around 30 high schoolers and middle schoolers will attend an event on August 30. The event, A Shared Vision of a Future Hope: Youth Edition is similar to the event hosted for adults in June to help think about the future of Children, Youth and Family ministry here at St. John's. Karen Gieseke will facilitate the discussion with youth. Following the event, the Youth Transition Team will begin working on a new job description with the hope of posting the job by January.

#### **4. Council Action Items and Updates**

- a. Updates on staffing – see Pastor's report, above
- b. Stewardship campaign 2019: Rob recommended that the Stewardship campaign for 2019 focus on Youth staffing, mission, and staffing to support programming. Dan Van Tassel advised that timelines for the campaign have been firmed up and the theme for 2019 will be determined and presented to the Council for approval.
- c. Anniversary Committee planning update. Four events are planned to celebrate the anniversary.
  - i. January – St. Olaf Choir event. A chairperson for this event is needed. The intention is to have an event between services and after the second service for this event.
  - ii. April/Easter – Jennifer Edwins will chair this event.
  - iii. July – Sue Brockman and Brian Evenson will co-chair this outdoor event
  - iv. October – Amy McBroom and Patsy Ophaug will co-chair this celebration. This capstone event(s) may occur with events on Friday, Saturday and Sunday.
    - Music & Arts commissions to celebrate this anniversary are being considered.
    - History projects are being planned.
    - Rob asked about projected budget for these events. Ruthie advised that \$10,000.00 is the current plan for the events.
    - Pr. Jonathan asked if staff is involved with planning for these events, to make sure that programming takes events into consideration. Ruthie advised that

planning meetings will kick off in September 2018. Communication is planned that will include staff and congregation.

Pr. Jonathan expressed thanks to the planning committee for all of the work that has occurred to date.

- d. Evangelism & Communication Board update
  - i. The new audio/video equipment that has been authorized by the Council will cost less than the budgeted amount. The equipment has been viewed and tried out.
  - ii. Training for CCB is being planned.
  - iii. The oral history project has been initiated, and is taking more time than originally estimated. Carolyn Jennings was interviewed first. Interviews for Judy Swanson are planned next.
- e. Properties & Grounds Board update
  - i. The three projects approved by the Council last month have been bid and will be underway. (Automatic door opener for restrooms adjacent to St. John's Hall; Bell tower louver; curb cuts in parking lot).
  - ii. Board is still looking for a volunteer to chair the small group charged with the 2019 project for Fellowship Hall.
  - iii. The second bid for the automatic door opener for the restrooms adjacent to St. John's Hall was just under \$5,000. Running the required electrical for this project will cost another \$1,000-\$1,200. Pr. Jonathan asked why the second bid was substantially lower than the original bid; Terry Dell did not have an explanation for the difference in price between bids.
  - iv. Sanctuary painting. The timing for this project is being discussed.

## **5. Consent Agenda Items for Council**

- a. Treasurer's Report, July 2018
- b. Minutes from the July 24, 2018 meeting

Motion: Jenny Nystrom made the motion to accept the July 2018 Treasurer's report and the July Council Minutes as submitted to the Council at this meeting. Nancy Ordahl Kmoch seconded the motion. Motion was approved unanimously by the Council.

- c. St. John's Foundation requests
  - i. Green Lake Camp scholarships - \$1,250.00
  - ii. Pajama Project - \$4,000.00: Clarification requested to verify whether this dollar amount is a reduction from the 2017 funding for the project. Kristy verified that the Council authorized a \$5,000.00 disbursement for 2017. This is a decrease for 2018 funding.
  - iii. Seminarian Grants - \$2,000.00: The Council authorized a request for \$1015.00 from the Soli Seminary fund in July 2018. The request has been submitted to the Foundation. Funding for the remaining \$985.00 is needed at this time.
  - iv. Fellowship Activities - \$1,500 (to be used to cover shortfalls in Wednesday meals and other hospitality activities.)

Rob asked for verification of the funds remaining in the St. John's Foundation funds for 2018. Kristy advised that the balances in the Foundation funds are:

St. John's Fund: \$4,237.50

World Mission: \$172.50

Youth: \$537.50

Music: \$805.00

Community Social: \$3990.00

The following funds are at a zero balance for 2018, as authorized by the Council:

Building/Property; Media; Soli Seminary; College Scholarship

**Outcome:** The Council unanimously decided to postpone funding decisions until the September Council meeting.

- d. Greenvale Elementary School Snack program: St. John's has been asked to consider funding the school snack program for the 2018/2019 school year. The dollar amount needed to fund a quarter is \$1,218.75. Emmaus Lutheran Church has provided funding for Fall quarter 2018. Funds are needed for the second quarter; the deadline for fund submission for second quarter 2018 is October 22, 2018.

**Outcome:** The Council unanimously decided to postpone funding decisions until the September Council meeting.

**6. A closing prayer was offered by Pr. Jonathan and he led us in the Lord's Prayer.**

**7. Meeting concluded.**

Meeting adjourned at 8:25 p.m.

Respectfully submitted,

Kristy Harms