

Agenda

Congregation Council

St. John's Lutheran Church
May 24, 2016 + 7:00 p.m.

1. Prayer – *We begin our meeting centered in the presence of God.*

Silence, then opening prayer led by Jane Rinehart. *A time of silence for prayer and for gathering our hearts and minds together will precede the prayer.*

2. Future dates

a. Boards – **Tuesday, June 14**, Fellowship and Treats at 6:45 p.m., Children's Ministry and Education Board provides treats and Devotion. Meeting at 7:00 p.m.

b. Council – **Tuesday, June 28th** 7:00pm; prayer – Leader to be determined.

3. Consent Agenda Items for Council

- a. Treasurer's Report for April 2016
- b. Minutes from the April 23, 2016 meeting
- c. Confirmation of Martin Thorsheim to the Adult Education and Ministry Board

4. Pastors' Reports

5. Congregational Mission Visioning Discussion

- a. RIC Process Update
 - i. Results from the Forums on Welcome Statement drafting (Sample Statements Provided)
 - ii. Next steps for the Committee and the Council

6. Council Action Items and Updates

- a. St. John's 150th Anniversary. Following discussion in April, there are action items that require Council attention. Identification of planning committee, fundraising committee, individuals to assist with historic documentation, etc. (Sample 150th Anniversary Planning timetable attached)
- b. Emergency Plan development – Faith & Health Board.
- c. Refugee partnership update – Benevolence Board discussion.
- d. 29 CFR Part 541 Fair Labor Standards Act (FLSA or “the Act”) Department of Labor rule regarding overtime for employees. Enacted this week, effective December 2016.
- e. Professional development request for St. John's staff.
- f. List of Capital Projects – proposal for process

7. Other business

- a. Continuing dialogue between Council and Staff

8. Prayer – *The president leads a prayer asking God's grace and help on our ministry. Items could include specific congregation needs / issues / items for thanksgiving; specific ministry*

areas of the congregation needing to be lifted to God; and/or any individual needs or requests council members would like to share in prayer.

Lord's Prayer: *After the president's prayer is concluded, we finish the meeting praying the prayer Jesus taught us.*

9. Adjournment

Appendix: Board Minutes from April 12, 2016

Adult Ministry and Education

Minutes of Adult Ministry & Education Board

St. John's Lutheran Church

10 May 2016

Present: Alyssa Ness (chair), Dick Dahlin, Sandra Nyvall, Jon Reid

Staff: Pr. Jonathan Davis

Opening on the Board

Announced that Mr. Rondestvedt has left the board in order to focus on his other commitments, and that we are currently seeking his replacement, with one person considering the position.

Defining Our Board's Role

We continued the discussion about defining our board's role and how we'd like to go about doing that in a more specific manner. Each board member weighed in with his/her thoughts, beginning with what brought them to this board originally and/or what would get or keep him/her excited about serving on this board:

- Mr. Dahlin is most interested in adult education, and feels that there should be several activities scheduled for each week, activities for different groups (by age, life stage, etc.). He notes that prior to the new addition, there were space restrictions that limited our activities, but after the addition was built, there are now other conflicts, in that church is no longer playing the same kind of major role in people's lives that it once did. St. John's does provide the Lenten study groups, meetings for parents of various-aged children, etc., but these events are sporadic, not ongoing.
 - Advises: that we make some assignments to be contact people for the groups we are supposed to be connected with through our Board
 - Action: Will reach out to Sandi Gerdes and Barbara Eaves to talk about the Lenten book group and what they might need or want from this board
- Mr. Reid's interest lies with the Adult Forum. Noting that at times we have mentioned the possibility of splitting the board into an Adult Ministry & Education Board and a Hospitality Board, as St. John's has done in the past, he feels that hospitality is an important thing, but he's not sure how it ties in with our board's central responsibilities. He suggests that to better ascertain our roles and duties for the current time, we should assign duties to each board member, as has been discussed in the past (assigning board members to be contact points for various of the groups and activities under our "umbrella"). Adding to previous discussions here about the drop in Forum attendance, he wonders if it would be helpful to break the Forum up into specific series (others add at this point that perhaps we need a better way to call people into the Forum, too... a bell, or a more notable "announcement" that it is beginning?).
 - Advises: an annual joint board meeting with the Children's/Youth/etc. Boards, to check in and collaborate, as set forth in the Constitution
 - Action: Will make contact with the Youth Ministry board (Mike Skunes) to find out how we might collaborate with and assist them.
- Ms. Nyvall describes herself as a "people person" who likes to engage with others. She has a strong interest in the library here. She has pulled copies of the church's "Adult Ministry and Education" lists from the entryways, and notes that though our board shares its name with this list, we currently have almost nothing to do with any of the activities found therein ("Small Group Ministry," "Prayer Ministry," "Men's Night Out," etc.). She also notes that she was unaware that our board has a budget, and that she will need a

copy of it. She hopes to see more Forum topics that connect with things within the church, such as a musical series, which would include at least one Forum by Nathan Proctor which would discuss how the music for the services is chosen, its significance, etc.

- Action: Will reach out to the library to find out how we might assist them
- Pr. Davis shared a story about encountering a young man at a recent event, and feeling bad about being unable to offer him an invitation to attend a Bible study here when the young man inquired about such a possibility (because there currently isn't a Bible study group here, outside of the men's and women's groups that meet during typical class/work hours of the day). He's wondering if we might be able to start up some sort of Wednesday night Bible study at some point, providing another option for a weekly activity that people might enjoy and be able to attend, and which wouldn't be an additional stress on the staff members, as many would already be present for other Wednesday night activities. As for the Forum, he notes that the planning of this year's Forum activities was a bit tricky, as there are so many people involved, and we wonder how the committee grew so large, whether it needs to be that big, and/or if the board should have a more central role with that planning, or the pastors want a bigger hand in planning and/or leaving some openings to fill as new topics of relevance emerge, etc. One thing we discussed was the possibility of not planning all of the Forums for the entire year all at once, but maybe doing it by season or half-year (that might perhaps generate a different sort of interest/excitement, too, in being able to release the "new" lists as they are finished).
 - Action: will be in touch with the Forum committee to find out how it was formed, and try to figure out how it should be planned going forward
- Ms. Ness did not discuss her own interests or history with this board, but agreed with many of the points that were brought up by other board members.
 - Action: will be in touch with the Children's Ministry contacts (probably Julie Brehmer) in order to see how we might collaborate with and support them.

Upcoming Events

- Mr. Sudermann will come to our next meeting in June for an update on the proposed political forum-type event tentatively planned for the fall
- Pr. Davis noted that on September 30 through October 1, Pr. Alan Storlie will do a "Manna & Mercy" retreat at St. John's, for which our board may be responsible for hosting and providing refreshments

NO items for Council action at this time.

Benevolence and Social Concerns Board May 10, 2016

All members were present. Pastor Pam was a visitor.

1. Pastor Pam asked for input on fund raising for the refugee committee. The church council has voted on \$4000 in funds, but it is felt that more will be needed over time. B&SC decided that if a refugee family arrives this summer, that there should be a blitz to raise funds, as there would be energy and interest in assisting immediately. Otherwise, a planned fund appeal can be held in December. This recommendation will be taken to the church council at the next meeting.

Pastor Pam also gave us the synod budget. St. John's is one of the top donors to the synod.

2. Pam will write a mission interpreter article for the June Voice giving a report on the Synod assembly.

3. We discussed the synod appeal for funds: Leading Together. We had several questions about the appeal and proposed synod budget cuts to Luther Seminary and to the Lutheran campus ministries. We also wondered at the \$50,000 being raised to support Rev. Wal Reat's position in South Sudan. John Gorder will check with the synod regarding these questions.

4. John is talking to Julie Bremer about the charity water program as a fund raiser and educational tool for the Sunday School next year.

Evangelism and Communications

5/10/16 – E & C Board Meeting minutes

These are high level minutes as I misplaced my notebook with more detailed notes.

Members presents: Andrea Hoff (Chair), Daniel Edwins, Alan Marks, Erik Lindell, Dave Zdenek. Staff present – Leah Garlie. Absent – Kristin Partlo

We wrapped up our discussion of the communications needs for primary communication groups within St. John's. These two remaining groups included Staff and Outside groups with whom we collaborate or to whom we rent space. Our discussion about “outside groups” included the concept of providing a welcoming space as well as scheduling issues and use of our commercial grade kitchen. We talked about potential value in following up with groups who utilize St. John's space to hear about their experience of the space and the “rental” process.

Regarding staff communication, Leah was helpful in providing insight into the common paths of communication (ie. email vs. personal visits vs. CCB). Our discussion included conversation about CCB and that not all staff have fully transitioned over to using CCB and difficulties around inaccurate or non-updated contact/email lists.

We also discussed the website and considered ways we could add more attractive updated content. One idea was to have “St. John's members ‘In the news’ “ on the website. This section would highlight and invite people to special activities/events that St. John's members were involved in within the community...building relationships in the process.

Near the end of our meeting, we decided to take on action items to address the timeline developed for the rollout of the distinctiveness platform. Here is what we decided..

Monitor recommendation/guidelines and Commons signage- Alan Marks, Daniel Edwins, Dave Zdenek

Bulletin Board usage - Andrea Hoff, Kristin Partlo

Commons “sense of welcome” – Andrea, along with Arts & Environment Committee

Templates for The Voice and eBlasts– Leah Garlie, along with Don Bratland

No action items for Council from E & C Board this month.

Respectfully submitted,

Andrea Hoff

Business Management

Monthly analysis provided.

Properties and Grounds

Members present: Bill, Pat, Basil.

Staff present: Tim

Tim presented us with some bids for projects that we have been discussing at our meetings. We looked at the different projects and the cost of them. We talked about which projects need to take priority. A few of the projects have already been scheduled and should be completed soon.

We also talked about the Greens Area around the church which seems to be getting over taken by unwanted weeds and grasses. The Greens Area were treated one time this Spring. We all agreed that this needs to be done three times a year, in order for this to be affective. (products being used are all environmentally safe.) Tim had me sign the contract for the three step program, and was asking Pastor Pam to do the same.

We then met with the Business Management Board, to talk about our list of projects. We got feedback from them. We talked about our budget for this year and which projects we can afford, and which ones we will need to do some fundraising for. We all agreed on that the projects will keep getting progressively worse, and more expensive if they are not taken care of, they need to take priority.

At our next month's meeting we will update our list and look at our Future Project Plans and Budget.

Stewardship Minutes of the Stewardship Board, 10 May 2016

In attendance were Sandi, Mark, Christy, Dan, Ralph, Susan, and Pastor Pam.

Thanks to Mark for writing the article for the May issue of *The Voice*. Dan's will appear in the June issue. It's likely that Sandi will be writing the next one.

Christy informed us that she will be gone on global semester in the fall.

Before and after Pastor Pam joined us, we discussed the pledge giving process and possible improvements to make it more effective and personalized. Ralph suggested having a catalogue and adding options of ways people can give. Pastor Pam emphasized the need to let members know that an increase in pledges is in fact needed. We might, for instance, ask that members consider increasing their contribution by an amount, say, of 1% of their household income. Mark thought that it would help to let people know what the increase in the pledge would go to fund. Pastor Pam responded that specific requests always get a better response. Ralph mentioned that it would be good to set and announce a goal.

GSB is a program through the synod that helps congregations with stewardship drives. The cost would be \$1000, a seemingly modest amount given the benefits that typically accrue, according to reports from congregations availing themselves of the services. Though that fee may not greatly strain our allotted budget, we might want to consider requesting partial or full funding from the foundation, inasmuch as the result might well positively transform the pledging process we have been following. We will seriously consider this option at our next meeting, which is set—note changed date—for **June 21st, Tuesday evening at 7 o'clock**, at the church.

Ralph offered that we might want to end our articles in *The Voice* with an appeal for financial support.

Pastor Pam addressed on-line giving, pointing out that it's a great way to keep up pledges, especially during summer, but that it's easy for persons to continue giving at the original amount and not make an increase to a pledge. Ralph said that quarterly assessment can be helpful in this regard. The question was raised whether a letter should have different text depending on circumstances. Also, we discussed whether cottage meetings might be an effective and personal component of the pledging process.

We noted that the 150th anniversary of St. John's is coming up (in 2019) and tossed out a few ideas and questions about a capital drive and/or other specific and noteworthy ways of emphasizing our mission as it resonates for the future of St. John's.

Ralph will research what would be involved if we pursued working with GSB and will let us know when we meet next: **Tues., June 21, at 7 p.m.**

Minutes taken by Susan Rudser, Scribe, and edited and approved by Dan Van Tassel, Chair

**Children's Education and Ministry Board Faith and Health
Property and Grounds**

Worship and Arts

Youth Ministry and Education

Adult Ministry and Education

Benevolence and Social Concerns

Business Management Board

Children's Ministry and Education

Evangelism and Communications

Faith and Health