

Agenda

Congregation Council

St. John's Lutheran Church
September 27, 2016 + 7:00 p.m.

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

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

2. Future dates

- a. Boards – Tuesday, October 11, 2016. Fellowship and treats at 6:45 pm, Property and Grounds Board to provide treats and Devotion. Meeting at 7:00 pm

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

- b. Council Meeting – Tuesday, October 25, 2016 at 7:00 pm.

3. Consent Agenda Items for Council

- a. Treasurer's Report, August 2016
- b. Minutes from the August 23, 2016 meeting

4. Pastor's Report

5. Council Action Items and Updates

- a. Nominating Committee Update
- b. Stewardship Board – Stewardship for All Seasons (SAS) update
- c. Property and Grounds - Maintenance Update
 - i. Window repair
 - ii. Sidewalk repair
 - iii. A/C for Music Director's office and adjacent room
 - iv. Nursery roof and interior wall issues
- d. Communication Board update on Outdoor Sign project and indoor signage cost estimate
- e. Choral program structure update
- f. Modification of St. John's Constitution. Seasonal membership should be addressed.
- g. 150th Anniversary Planning Committee

6. Congregational Mission Visioning Discussion

Reconciling In Christ (RIC) update and next steps

- Welcome statement(s)
- Fall events
- Step leading up to the annual meeting and Council Role

7. Other business

- a. Foundation Update
- b. Reserve Policy discussion is ongoing

c. Sara Redetzke resignation

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 follows.

Appendix:

1. St. John's Foundation Update

2016 Budgeted Dispersals			
St. John's Fund	16,812.52		
World Mission Fund	172.32		
Youth Fund	1,041.19		
Music Fund	760.51		
Building and Property Fund	1,547.31		
Media Fund	939.31		
Community / Social Fund	392.26		
Soli Seminary Fund	1,019.38		
ELCA Scholarship Fund	2,315.20		
Total	25,000.00		
2016 Approved Expenditures			
		Council Approval	note
refugee funds	4,000.00	06/07/2016	6 SJF
Pajama project	5,000.00	12/2015	SJF
pastoral leadership program	1,400.00	5/24/2016	SJF
Gift to the Klines	500.00	06/07/2016	172.32 world mission fund; 327.68 from SJF
Stewardship for All Seasons	1,000.00	6/28/16	SJF
Stewardship for All Seasons - Materials	600.00	6/28/16	SJF
Logo design for the Voice & Outdoor signage	500.00	6/28/16	Media Fund
Seminary Scholarships Fall 2016	1,000.00	7/26/2016	Soli Seminary Fund
2016 Remaining Balances			
St. John's Fund	4,812.52		
World Mission Fund	0.00		
Youth Fund	1,041.19		
Music Fund	760.51		
Building and Property Fund	1,547.31		
Media Fund	439.31		
Community / Social Fund	392.26		
Soli Seminary Fund	19.38		
ELCA Scholarship Fund	2,315.20		
Total	11,327.68		

Adult Ministry and Education

Minutes of Adult Ministry & Education Board St. John's Lutheran Church 13 Sept 2016

Present: Dick Dahlin, Alyssa Ness (chair), Sandra Nyvall, Martin Thorsheim

Staff: Pr. Jonathan Davis Visiting: Mike Skunes Library Funds Request from the Library Committee

- Ms. Nyvall conveyed to this board a request from the library committee for \$200.00 with which to purchase new books for the library for the remainder of this year, as well as a request for a \$300.00 library budget for next year.
 - There is currently no existing library item in our board's budget; therefore Ms. Ness will contact Mr. Renander to inquire if he has any suggestions for shuffling current budget monies to reallocate, or if we will just have to be sure to include the requested \$300.00 in next year's budget.
 - Ms. Nyvall wonders if all devotionals we are ordering are being used (her previous congregation was able to cut back their devotional budget when they realized that a good portion of the order was being recycled at the end of each month, and thus the order was able to be adjusted to avoid waste); perhaps there may be some slack there. Pr. Davis will inquire with Leah. Visit from Mike Skunes, Youth Board/Youth Director As arranged previously with Mr. Reid, Mr. Skunes was able to visit our board to discuss current issues and future collaboration.
 - Overlap between our groups is found in that as the Adult Education & Ministry Board, we would minister to parents of the children/youth to whom Julie Brehmer & Mike's boards minister.
 - Needs/interests around parent fellowship and education
 - Targeted educational events for parents (pass on knowledge to the next generation, foster fellowship, etc.)
 - In recent years, Julienot our board has planned parent discussions, parent forums, multigenerational events, etc. ○ Dream about ways to work collaboratively to meet these needs
 - Mr. Dahlin suggests that the educational hour is prime time for events or meetings
 - Are there groups who are not currently as engaged who might be interested in more activities/involvement (such as parents who drop their children off for events, or parents who do not engage in other current church activities while waiting for their children's activities to be finished)?
 - Should there be a more official "welcoming" space for these groups downstairs? Might be nice, but we also want to be mindful of preserving the children's area as the children's area.
 - We will drop by the "lounge" area downstairs on Sunday mornings this month, to gauge what the atmosphere is; perhaps this time is a time of reflection or solitude/peace for parents, and not something empty to be filled, but we won't know unless some research is done.
- Manna & Mercy Retreat Updates Pr. Davis gave us some updates and details regarding the planned fall retreat here with Pr. Alan Storey.
- We will need volunteers from our board for setup and tear down, greeting, etc.; all present provided their available times to Pr. Davis. Additional Notes & Upcoming Events
 - We will discuss the Adult Forum (planning, current calendar, budgetary needs, etc.) at the October meeting.
 - We will also go over the church's strategic plan, the 2017 budget, and discuss any findings or updates from this month's meeting.

Benevolence and Social Concerns

Notes for Benevolence and Social Concerns Board, Sept. 13, 2016

Present: Jo Franklin, Dave Neuger, Chuck Jacobson, Kathy Shea, Jane Rinehart

Guests: Dawn Tommerdahl, Pastor Pam

1. Pastor Pam met with us to discuss the process for determining proposals for the benevolence portion of the 150th Anniversary fund. B&SC board agreed to put out a Request for Proposals to local organizations by the end of Oct, and ask them to return proposals by Feb 1, 2017. B&SC will review the proposals and recommend to the council what projects to fund. Pastor Pam gave us the forms for RFP used by Edina Community Lutheran Church.
2. Dawn Tommerdahl, coordinator of Peace & Justice group, joined us for a discussion. We agreed that P&J will continue to provide leadership in the area of advocacy and education for peace and justice. Past and ongoing areas of focus by P&J:
 - the Reconciling in Christ process,
 - criminal justice, outreach to prisons, collection of books to give to prison libraries (Greg Colby)
 - Bread for the World, with letter writing to Congress and Voice articles (Paul Peterson)
 - International Day of Peace, Northfield area event Judith Stoutland and Rob Quanbeck
 - Joint Religious Legislative Coalition, Day on the Hill (Paul Peterson)
 - Isaiah Project: interdenominational legislative advocacy, Dawn TommerdahlWe agreed to have a joint meeting of B&SC board and P&J next spring.
3. Ministry Fair display, Sept. 18 and 21. Jane will set up on Sunday and Jo on Wed. The table will include a poster board with focus on Benevolence, P&J Advocacy, Global Missions. The table will have handouts including: list of 2016 benevolence, information from the various groups receiving benevolence.
4. Meals on Wheels update. Nancy Kluver is managing sign ups on Sundays and digitally.
5. Mission Interpreter article: Oct: Update from Klines and Colombian peace process Jane.
November: ELCA Hunger Appeal-John Gorder
7. Next meeting: Oct. 11

Benevolence and Social Concerns Board Agenda, Sept. 13, 2016

1. Process for determining proposals for the 150th Anniversary benevolence. Pastor Pam
2. Update and discussion on the Peace and Justice Group. Dawn Tommerdahl
3. Ministry Fair display, Sept. 18 and 21.
table with poster board, handouts, listing of 2016 benevolence
focus on Benevolence, P&J Advocacy, Global Missions

4. Meals on Wheels update
5. Mission Interpreter article: Oct: Update from Klines and Colombian peace process? Jane
November: ELCA Hunger Appeal-John Gorder
6. Other items?
7. Next meeting: Oct. 11

Business Management

Children's Ministry and Education

Evangelism & Communications

Evangelism & Communications Board meeting minutes September 2016

Members present: Andrea Hoff, Erik Lindell, Dave Zdenek, Alan Marks, Daniel Edwins.
Absent: Kristin Partlo

Interior Signage:

Over the past month since our full Board last met, Daniel Edwins and I have been meeting and working through details related to the interior signage project. We walked the entire church and identified in a Google document which type of sign we recommend in each location as well as additional signs for necessary way finding. We also are working on special over-the-door dimensional lettering for St. John's Hall, looking at appropriate sizing and font. Daniel created several mock-ups of "St. John's Hall" to gather feedback.

Daniel and I met with Pastors Pam and Jonathan to provide an update and gather their feedback/input as well. We intend to meet with additional staff to address needs specific to their area.

Next steps are to have a follow-up in person meeting with Ben Johnson of Archetype to review Daniel and my proposal of signage type per location, create a sign prototype for review and to obtain a more clear cost estimate.

Exterior Signage:

Per Jim Bohnhoff, the exterior sign should be up by the end of the week of September 26-30. It was determined that the original sign design was not quite in alignment with the logo dimensions. Modifications were made to enlarge the cross logo so that the beautiful detail would be visible. Don Bratland of Holmes Design has also been involved in designing the changeable service time templates to be consistent with the style guide recommendations.

Banners:

We are still working on this design. I have been collaborating with Amber of Graphic Mailbox who has generated several ideas. While we are getting close, we do not as of yet have a definitive design for the banners.

Communication guidelines:

We discussed communication guidelines briefly in regard to the worship bulletin, The Voice and the email Blast. Dave Zdenek offered to read the book, Less Clutter, Less Noise, and report back to us next month as a launching point for guidelines.

There will be no action item this month, however, I do plan to provide cost estimates for interior signage and Commons furnishings for the larger discussion of a potential loan taken in anticipation of the 150th Anniversary.

Respectfully submitted, Andrea

Faith and Health

No council action from Faith and Health.

Present: Jennifer Edwins, Howard Thorsheim, Melissa Berthelsen, Lynette Marks

Excused: Lareyna Iqbar

Treats and devotions (Howard Thorsheim) were our responsibility this month.

Discussion during clean up; Howard will be present for the Ministry Fair on Sunday. No board representation for Wednesday Ministry Fair however.

Discussed our continued plan with the emergency flip pamphlets. Also brought up thoughts for our next action plan-

- *Continuing the concept of St John's Ministry Wheel?

- *Scheduled labyrinth walks for advent and/or lent?

- *Forum on different emergency scenarios that might happen at church.....What would you do if...?

Current board was also asked to think of new Faith and Health board members for nomination committee.

Respectfully submitted from the shores of Lake Superior,
Lynette Marks

Properties and Grounds

Members present, Bill Malecha, Char Carlson, Pat Fick.

We discussed the current projects that are happening or are completed. The roof to the south east entrance over door number 10 is completed. The sidewalks have been repaired, but still needs the dirt put back in place. Doug Child's said he will begin painting the exterior of the sanctuary windows around October 1st. The air conditioning unit was installed in Nathan's office. It's still needed to be wired by electrician.

With all of the rain we have been having lately there was a new leak that sprung in the Nursery School room. It leaked in through the wall. Tim is in the process of getting this repaired. We will need to do a little bit of waterproofing on the outside and regrade the dirt a little. We will plan on doing this next spring. (Minor cost project)

We filled out the 2017 Property and Grounds Budget worksheet. We touched a little bit on the St. John's Church anniversary, and the projects we would like to work towards for that. (refinish sanctuary pews, Seal coat/ resurface parking lots, New LED lighting for exterior of building and parking lots). These projects will most likely need to be funded by donations, or a large fundraiser. We put together our things for the Ministry Fair. We talked about the Fall cleanup of the Church grounds. We set the date for this to be Saturday, October 15 starting at 8 AM till approximately 12 Or 1:00pm. We discussed the treats and devotion for next months meeting.

Stewardship

In attendance were Dan, David, Mark, Pastor Pam, Patty, Ralph, Sandi, and Susan

Mark shared the draft of letter #2, headed "Live Generously, Give Joyfully," which will be

mailed to members in mid-October. We thanked Mark for a great letter and, together as editors, struck and changed some verbiage and solidified dates of events, mailings, and inserts.

We endorsed the draft of letter #1, by Pastor Pam, announcing upcoming stewardship events and thanking members for their continuing support of St. John's significant and wide-ranging ministries. This letter will be sent out Oct. 1, ahead of the report Dan will give at the Sunday services, on Oct. 9, informing members of our upcoming appeal, the communications to be looking forward to, and the opportunity for generous, joyful, and prayerful participation. A challenge grant will be incorporated and should prove a welcome incentive to increased giving by many.

Ralph suggested, and we totally agreed, that an insert from the Stewardship Board be included in the 3rd quarter of the year contribution statement that will be going out per schedule. The insert will encourage members to complete their pledges for the current year prior to our inaugurating the 2017 appeal and its expansion of St. John's special ministry incentives.

We debated words and terms to use in defining our ministry goals, particularly the word choice around "celebration" Sunday, and settled on the parallel phrases of "Celebrating Ministry Excellence," "Welcoming Inside and Out," and "Feeding the Community."

We discussed the draft brochure at some length. It will be a central document in our appeal.

Ralph was asked to keep his quill well inked and pen two bulletin inserts (wonderful drafts of which we received on the morrow--ink barely dry).

Meanwhile, Sandi is finishing the giving chart for enclosure in the appeal letter.

Arrangements for temple talks (or short stories) are underway, with Ralph, Sandi, Patty, and Pastor Pam following up with the respective prospects that have been narrowed down. Those brief and hopefully poignant talks will occur at selected Sundays in October.

It looks like Dave, Sandi, Mark, and Dan will be accompanying Pastor Pam on the Owatonna trip this Thursday, Sept. 15, essentially transporting homework, check, and participants for continued progress, as scheduled, on our Stewardship for All Seasons program. Stay tuned!

Before taking off, we took stock of the various props we've mustered to be displayed at our table as part of the Ministry Fair this coming Sunday and Wednesday in the Fellowship Hall.

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

Worship and Arts Board

Tuesday, Sept. 13, 2016

Attendees: Carlolyn Jennings, Joan Koester, Syd Olson, Jennie Sorensen, Nathan Proctor

Agenda:

1. Gathering and Opening Prayer (St. John's Hall)

2. Discussion
 - a. *Member contact information-Thank you to those who were at the meeting and provided the information.*

 - b. *Current Business update?- Ministry Fair is this coming Sunday, Sept. 18. Sunday morning workers are Jennie and Joan. Wednesday night workers are Carolyn and Barb. Nathan will join when he can. Others can join if able to help out too. Nathan has the board and will update sign up lists and information about choirs. The new hand bells may be here to show off as part of the display.*

 - c. *Budget Proposal: We reviewed the budget sheet provided and most categories will not need to be adjusted. We will discuss further at the October meeting.*

 - d. *500th Anniversary of the reformation in (2017)- We did some brainstorming and think that a shared worship service (or maybe one at each church) with St. Dominic's is a great idea. Perhaps this could be in place of one of the worship services that morning at St. John's. It would also be nice to include a forum presentation of some sort that provides education about the history that led to where we are today. Nathan will bring the liturgy to the Oct. meeting.*

 - e. *Report from Nathan Proctor-The choirs are all beginning this week or next. Kathy Rodland resigned to take another position and Natalia Romero will work with the youth choirs in the interim until December. Nathan is working on revisions of the job description; he will bring this to the Oct. meeting.*

 - f. *Other?*

Attendees: (Contact Info Update)

Jennie Sorensen Jennifersorensen65@gmail.com	Nathan Proctor music@stjohnsnorthfield.org
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Youth Ministry and Education