

# Agenda

## *Congregation Council*

St. John's Lutheran Church  
April 25, 2017 + 7:00 p.m.

**1. Prayer** – (Jane Rinehart – Benevolence & Social Concerns) *We begin our meeting centered in the presence of God.*

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

## **2. Future dates**

- a. Council – **May 23, 2017**, 7:00pm; Dan Van Tassel, prayer
- b. Boards – May 9, 2017 7:00pm (at chairs' discretion) Fellowship and treats at 6:45 pm, Stewardship 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.*

## **3. Pastor's Report**

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

- a. Treasurer's Report, March 2017
- b. Benevolence and Social Concerns decisions about spending Mission Funds (\$6000 in budget):
  - i. \$2000 to ELCA Missionary Sponsorship to support Stubbs in Tanzania
  - ii. \$2000 to ELCA Missionary Sponsorship to support Klines in Colombia
  - iii. \$1000 to SE MN Synod for the Tanzania undesignated fund
  - iv. \$500 to SE MN Synod for the synod assembly offering to equipping ministers.  
Give the check to Pr Pam to bring to the assembly.
- c. Gift Acceptance Policy – Business Management Board
- d. Minutes from the March 28, 2017 meeting

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

- a. Board and Council schedule will continue throughout the summer months.
- b. Board updates – brief description of current and planned Board activities and discussions.
- c. Evangelism & Communication update on status of monitors – funding and progress.  
Council authorization of funding proposal for project.
- d. Update on new website development – what will the new website do for St. John's?

## **7. Visioning and Other business**

- a. a. 150<sup>th</sup> Anniversary Planning –
  - i. Scope of Anniversary celebration fund drive
  - ii. Identification of potential projects that will engage/excite the congregation, i.e., visible and less visible projects. The following is a list from the March meeting, and not meant to limit or prescribe potential projects.
    01. Streaming special services on line
    02. Restoration of historic stained glass windows

- 03. Benevolence grant awards
  - 04. Restoration of gold leaf on beams
- iii. “Celebrity” engagement – previous/past pastors and previous members who have become pastors
- b. Benevolence and Social Concerns recommendations for review and evaluation of grant proposals from non-profit organizations for Anniversary grants.

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**9. 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.

## **10. Adjournment follows.**

## Appendix:

### 1. St. John's Foundation

#### Original Allocations

	%	Allocation	2017	BALANCE
St Johns Fund	67.18%	\$16,795	\$ -	\$16,795.00
World Mission Fund	0.69%	\$173	\$ -	\$172.50
Youth Fund	4.15%	\$1,038	\$ -	\$1,037.50
Music Fund	3.22%	\$805	\$ -	\$805.00
Bldg & Property Fund	6.17%	\$1,543	\$ -	\$1,542.50
Media Fund	3.74%	\$935	\$ -	\$935.00
Com/Social Fund	1.56%	\$390	\$ -	\$390.00
Soli Sem Fund	4.06%	\$1,015	\$ -	\$0.00
ELCA Scholarship Fund	9.23%	\$2,308	\$ -	\$2,307.50
<b>TOTAL</b>	<b>100.00%</b>	<b>\$25,000</b>	<b>\$ -</b>	<b>\$25,000.00</b>

#### St. John's Council Allocation Tracking - 2017

2017 Budgeted Allocations		Balance	Date	
St. John's Fund	16,795.00	\$4,017.50		Budgeted Benevolence \$1,000 Habitat for Humanity \$1,000 Laura Baker \$1,000 Northfield Retirement Center \$1,000 Three Links \$2,500 Camping Membership \$5,000 Pajama Project \$1277.50 Seminarian Grants & College Scholarships
World Mission Fund	172.50			
Youth Fund	1,037.50			
Music Fund	805.00			
Building and Property Fund	1,542.50			
Media Fund	<del>935.00</del>	\$0	2/28/2017	
Community / Social Fund	390.00			
Soli Seminary Fund	1,015.00	\$0		Benevolence Seminarian Grants
ELCA Scholarship Fund	2,307.50	\$0		Benevolence College Scholarships
<b>Balance Total</b>	<b>\$7,965.00</b>			

#### Authorized 2017 Dispersals

2017 Approved Expenditure	Authorized \$ Amount	Council Approval Date	Designated Fund	Fund Balance
Update of St. John's website with new graphic identity	\$935.00	2/28/2017	Media Fund	\$0.00

## 2. Board Minutes/Notes from March 28, 2017

### Adult Ministry and Education

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#### Adult Education & Ministry Board

St. John's Lutheran Church

4 April 2017

Present: Pr. Jonathan Davis, Alyssa Ness, Genevieve Quarberg, Jon Reid, Martin Thorsheim.

#### Discussion on Aging as prompted by Council Meeting

- Anita Hellie/WELCA has raised the thought that there needs to be a focus on ministry to/with senior adults. WELCA is willing to incorporate some ideas in their planning, but not alone: are wanting to collaborate with Children's, Youth, Adult, etc. boards and staff members, to build on what we have currently.
  - o Reading books in small groups together (like Lenten book read). Could we have cross-generational book reads? Older groups really enjoyed having a middle schooler in their midst. Incorporate parents, children, etc. Read a book and talk about it with kids.
  - o Something similar to SALT (Senior Adult Learning Together) in Burnsville, attended by some St. John's members. Perhaps we could have something similar to what David Quarberg helped organize in his community: one event in fall, and one in spring; four consecutive weeks of one day (morning), setting up in a morning have 2 time slots; each time slots, two options (one option faith-oriented). Also had a meal together. Immediate success. The group would have to arrange for the four different presentations for each SALT; sometimes these people would be there all four times, sometimes only one time, depending on what they did. If we attempted something similar here, we'd have to be mindful not to compete with CVEC.
    - Potential topics: social justice, military (ex: vulnerabilities in the electric grid), things in the news, faith (always at least one faith option offered).

#### Service Day/Weekend at St. John's

- What are needs around the community that we could contribute things to? CAC, Laura Baker, Three Links, Viking Terrace, NAG (currently have two new people in outreach positions that are making paths to various people/places in community), Ruth's House in Faribault, etc. When these things are done really well, it's well organized and set around the needs of the community.
  - o ELCA's "God's Work, Our Hands" – they have planning toolkits to walk us through how to do this. If we have energy to do this, next step is figuring out where and when. We could brainstorm list of organizations in the community and have people reach out to places in community to find out if there are any projects they need help with. Offer options? (Handy, more service-related option here; more relational type project to do here...)
  - o Probably want to do this on a Saturday in the fall...probably have the church calendar in front of you to see options. Offer 3 or 4 different options, with 7 people involved in each, preferably. Sign-ups.
- We could get into a rhythm of Relational events in summer, service event in fall, and educational event in winter; spring could be our "fallow season" (or inspirational??), and we could do some collaborations in between with other groups/boards.
  - o Fall/winter events could be teased/pitched during the summer gatherings

## Summer Suppers

- Jen Wellbaum (Goodtree Farm) wants to be one of the hosts each time; interested in Jun 21 (Weds)
- Start sign-ups in last two weeks of May; have a pretty set-up for the sign-ups to get people aware and on board.
  - o JW & another person would divide up names and give the groups to the hosts, who would then contact their groups with specific instructions and requests (for food, etc.).
  - o Genevieve Quarberg wrote up a draft of an article to include in the Voice, which was tweaked and submitted by Alyssa.

## NO ACTION ITEMS

### Notes from Benevolence and Social Concerns Board, April 4, 2017

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Present: Jo Franklin, Dave Neuger, John Gorder, Kathy Shea, Sue Sharrow, Jane Rinehart

Guests: Pr Pam, Ruthie Neuger

1. We decided on a process for reviewing and evaluating the grant proposals which were received from 13 nonprofit agencies (2 from 3 Links, for a total of 14 grant proposals). Dave recused from doing the evaluations as he serves on most of the boards of these nonprofits. Pam offered to make copies of the proposals tomorrow, and Jane will assist on Thur. if needed.

#### - Process:

- 1. Dave will draft an evaluation form to be used for rating each grant on the criteria we set up.
- 2. The 5 other members of the board will do individual ratings of all the grants.
- 3. We will send our ratings to Dave for him to summarize into an overall group rating for each grant. This will help in prioritizing the top grants. Get these ratings to Dave before the April 17 meeting.
- 4. We will meet as a board on Monday April 17 at 2 pm to discuss the grants and pick our top choices. This may involve calls to or interviews with some of the grant submitters to learn more about their proposals.
- 5. We have invited the Youth Bd and the Children's Bd to choose representatives to attend a meeting with us on May 9 at 6:30. We will present our top choices to them, and ask for their input. The goal is to have a proposal that appeals to the congregation at large.
- 6. If necessary we will schedule another meeting of our board to make the final decision about which grant or grants to recommend to the council. Ruthie asked that we have one recommendation for the council, rather than present the council with several grants to pick from.
- 7. Present our recommendation to the council at the council meeting on May 23.

#### 2. Decisions about spending Mission Funds (\$6000 in budget):

- send \$2000 to ELCA Missionary Sponsorship to support Stubbs in Tanzania
- send \$2000 to ELCA Missionary Sponsorship to support Kilnes in Colombia

- send \$1000 to SE MN Synod for the Tanzania undesignated fund
- \$500 to SE MN Synod for the synod assembly offering to equipping ministers. Give the check to Pr Pam to bring to the assembly.

3. We discussed how to raise funds for Lutheran Disaster Response for the famine in South Sudan. We decided to do a direct congregational appeal in April. This will be a pass through fund (I checked with Bernie and he was ok with this). I also talked to Pr Pam about whether this would be the Easter Vigil offering. She said that the Nfld Lutheran churches had already committed to giving that offering to the food shelf. Jane will write announcements for the bulletin and news blast about the LDR appeal.

## Business Management

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## Children's Ministry and Education

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Children's Ministry and Education Committee  
Tuesday, April 11, 2017

Present: Sue Brockman, Erik Holleque, Keri Peterson, Katherine Norrie, Todd Menssen, Julie Brehmer (staff)

Julie mentioned she needed to find someone over age 18 to be in the nursery during Easter Sunday services. (Elizabeth Evenson staffed the nursery.)

We discussed the end of the year Sunday School Celebration, which will be held on Sunday, May 14, 2017. It will be held in-between services downstairs. Upside down sundaes will be served. Each of the Sunday School classes will have a "booth" with some type of activity from one of the countries the Sunday School has learned about this year. The theme will be The Good Samaritan.

Prayer Buddies is wrapping up. There will be another group get together on Wednesday, April 19<sup>th</sup> at 5:30 p.m. Everyone agreed that it seemed to be successful, and children and adults made some connections.

The last day of Wednesday programming, Wednesday, May 17, 2017, will be an outing to the YMCA.

The Easter Egg Hunt will be this Saturday. Julie needs help hiding eggs starting at 8:30 a.m., with the hunt starting at 9:30 a.m.

Green Lake camp is June 18-23, 2017. At this time, 22 children will be attending.

The theme for VBS is Hero Central.

We discussed the request by the Benevolence Board to have a representative from both the Children's Board and the Youth Board to be on the Committee who will decide where the Benevolence dollars go to from the Capital Campaign to be held in conjunction with the congregation's 150<sup>th</sup> Anniversary celebration. Susan Brockman will attend as the representative.

The group spent the majority of the meeting discussing/planning for Sundays & Parents next year. We discussed space, topics, service Sundays, and family Sundays. We discussed helpful components would be to have a host/hostess who invites people to attend, topics parents are interested in, not having it every Sunday, etc.

Recommendations/Actions needed from Council: Nothing

## Evangelism and Communication

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Evangelism & Communications update: April 2017

While our full Board did not meet this month, subsets of our Board have met to continue to further the projects we have in progress right now. Here are a couple of updates:

**Interior signage:** This is proving to be an intensive project due to the level of detail needed to make sure signs are accurate. We are focusing on the main level currently as there is only enough money to fund this portion of the project and it is the greatest need. The signage for the second and lower levels of St. John's will be included in the 150<sup>th</sup> anniversary appeal.

**Monitors:** This is also a project involving attention to detail and proper aesthetic. Daniel Edwins and I met again to finalize placement and to order all of the equipment with the help of Leah. Update – all the equipment has arrived. Plan is to schedule the electrician to put in the outlets the week of May 15 and Daniel will configure the MVix boxes upon his return from a two week trip to Europe. Daniel is volunteering his time/skill to do this configuring, hence the reason we are waiting for him to return.

**Website update:** In April we had two meetings with Daniel Edwins and another Neuger Communications employee regarding the website update. The first was to lay out the process as well as to communicate our hopes and vision for the new website. Pam, Jonathan, Leah and I were present to represent St. John's. At the second meeting we performed a content audit of our current website to determine which "pages" stay, leave, consolidate or need modification. Mike Skunes and Julie Brehmer joined in for this conversation. Our next meeting is scheduled for mid-May. Goal for implementation of the new website is early August.

Respectfully submitted.

Andrea Hoff, Board Chair

## Faith and Health Board Meeting Minutes - April 4, 2017

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**Present:** Guenther Moesler, Bonnie Peterson, Leah Sand, Lynette Marks, Jennifer Edwins, Rob Quanbeck  
**Excused:** Howard Thorsheim, Lynette Marks

1. Parish Nurse – Jennifer shared information with the Board about Parish Nursing from conversations with Nancy Ludescher at St. Dominic and Ruth Kruse at the Methodist Church. We established the following timeline:
  - Prior to June board meeting, Rob will obtain information from the Parish Nursing program at Concordia College
  - June Board meeting – begin to think what might be included in a job description, looking at two scenarios:
    - 20 hour/week parish nurse
    - 13 hour/week visitation pastor and 7 hour/week parish nurse
    - *(Pastor Pam has asked us to consider a third scenario - variety of care modes, including nurse visitation, pastoral visitation, Stephen ministers doing visitation, and perhaps even some small group work (such as with caregivers of those with dementia)*
  - August – meet with pastors to share job description information
  - October – forward information to the Budget Committee so they can assess if this is a possibility.
  
2. Tables have been reserved for the Faith and Health Board on April 23 and 30. We will have a table in the Commons and on the Bridge, and will be there from 9:30-11. Information on the tables will include the 911 brochures, Biblical 911, pink envelope medications lists. Anything else?

Those able to be present on those days include (Lynette and Howard – let me know what works for you):

  - April 23 – Bonnie, Leah, Guenther, Jennifer, Rob
  - April 30 – Bonnie, Guenther, Jennifer
  - Howard and Lynette – let me know what works for you.
  
3. Next Board meeting: Tuesday Nov. 9 from 6:30-8 pm at St. Dominic. This event will be moderated by Cathy Wurzer (PBS Almanac and MPR Morning Edition) <http://www.honoringchoices.org/the-convenings>. This is part of a Northfield initiative on “living well and dying well.”

## Properties and Grounds

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## Stewardship Board Meeting

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April, 4, 2017

Those in attendance: Sandi, Mark, Dan, David, Pam

April 12th - Stewardship Board has the soup supper. Ralph, Sandi and David will be there at 4 p.m. Mark and Dan at 4:30 p.m.

Dan gave a summary of the "long" Council meeting. Items discussed were the signage and monitors for the church coming in the very near future. Also heard talk regarding more and more people attending Wednesday nights.

Sandi completed the article on Ken for the Voice. She is still awaiting Ken's approval before it can be submitted to the Voice.

The last SAS meeting is on April 27th at 12 p.m. Note: This will be the last SAS meeting. St. John's will not continue with the SAS program. This was met with Pastor Pam's approval.

There was a long discussion regarding completing personal thank you notes for those who turned in their intent cards and those who give financially to St. Johns. The church has the appropriate stationary, and postage for this endeavor. The Stewardship board needs to acquire the list of who should receive thank yous. The list including addresses should be brought to Dan's home for the next meeting on May 2nd at 7 p.m. (It is unclear, whose responsibility it is to ask for the list and bring the list to Dan's home for the meeting.)

- The concern of mailing not mailing all thank yous at the same time was addressed.

Pastor Pam assured the board that mailing the thank yous as they are completed over the next 9-10 months will be fine.

- The Stewardship board is going to give the Council the opportunity to be a part of the thank you card writing process. Cards may be written during Council meetings and left at the meeting.

Talks with Cheryl of the Finance Board have been tabled after discussion amongst the group.

Discussion moved to the 150th Anniversary and the need to get all Boards involved in the celebration. Council discussed an advanced loan for preparations needed for the celebration.

At the end of the meeting Pastor Pam noted giving over the last 3 months seems to be up. She attributes this to clear goals established and communication with givers amongst other things

## Worship and Arts

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Board did not meet in April.

## Youth and Family Ministry Board Meeting Minutes 4/4/17

Present: Mike Skunes, Jenny Nystrom, Rob Nutt, Dan Franklin, Oden Hoff, Sue Hagen Absent: Sylvi Hanson, Terry Gilbertson, Beret Froehle

1. Youth Fundraiser feedback: All-around successful event. Thanks to all volunteers & Mike's leadership. Consider having some games open right away or clear signage of start time for games. Certain games may need more oversight/responsible youth.
2. Reviewed Upcoming Events & communication of events:
  - a. Spirit Worship - April 12; get word out via HS youth, ?transportation needs, explore group text
  - b. Serving Easter Breakfast – April 16; sign-ups
  - c. Interfaith Bridge Building Retreat @ Augsburg - April 22; promote event at confirmation/spirit worship
  - d. Middle School Night of Awesomeness – April 28; popular event, no communication push needed
  - e. End of Year Canoe Trip – May 13
  - f. High School Senior Recognition Lunch – May 21
  - g. Camp June 18-23/Mission Trip June 10-18; 13 signed up including chaperones
  - h. Passing of Torch Event for 5<sup>th</sup> Graders; plan for Sept as Romans & Christians event
3. Wednesday Night Parent Programming
  - a. Ideas from YB for engaging parents of youth in social/faith interactions during Wednesday programming
  - b. General focus ideas
    - i. Each month different weekly events: 1 social event, 1 bible study-like event, 1 topical parenting informative event/discussion, 1 parent/youth combined discussion
    - ii. Combine elements of each in a once per month event
    - iii. Mimic elements of Accompany class
  - c. Use parent programming to plug upcoming youth events
  - d. Timing – needs to be during youth programming. Question of who would lead then. Rotation between lay volunteers and one pastor?
  - e. Discussion raised of need to identify Wednesday night post-confirmation teen & possibly young adult programming as well
    - i. Prior effort : Catalyst had some enthusiasm but started at 7:30 after confirmation–too late in evening (if youth at St. John's dinner, too late for them to just stay after & weren't likely to come back once left)
    - ii. More discussion needed ....
4. Youth Event/Project for 150 Year Celebration
  - a. Brief discussion of 150 year celebration coming up and need to brainstorm ideas for youth to get involved/commemorate.
    - i. A 'super-sized' Night to Unite style event, inviting the community
    - ii. Shoot for 150 new members
    - iii. Service event/ assist in raising funds to use in community

- iv. Will address more specifics at 2017-18 planning meeting
  - b. Dan volunteered to represent YB on Benevolence Group selecting 150 year non-profit project
- 5. Next Meeting – **May 9, 2017 at 7:00 p.m.**
  - a. Assignment – Next meeting initial planning session for new 2017-18 school year. Think of suggestions for new/returning events