

Minutes
Congregation Council

St. John's Lutheran Church, Northfield, MN
April 26, 2016

Present: Brent Nystrom, Ruthie Neuger, Michael Berger, Bill Carlson, Pr. Jon Davis, Pr. Pam Fickenscher, Joe Gasior, Anita Hellie, Andrea Hoff, Bill Malecha, Lynette Marks, Alyssa Ness, Sara Redetzke, Jane Rinehart, Kristy Harms, Christy Hall-Holt

Absent: All present

The meeting was called to order at 7:00 p.m. by Brent Nystrom.

Opening Prayer

Devotion and prayer: Alyssa Ness

2. Future dates

- a. Boards – **Tuesday, May 10**, 7:00pm; Fellowship and Treats (6:45) – *Benevolence and Social Concerns Committee provides treats and Devotion. Following discussion, it was agreed that the Social time for Board meetings will begin at 6:45, and Board meetings will begin at 7:00.*
- b. Council – **Tuesday, March 26**, 7:00pm; prayer – Jane Rinehart

3. Consent Agenda Items for Council

- a. Treasurer's Report: March 2016. Bill Carlson presented the Treasurer's report. Bill Carlson noted that giving patterns for Calendar Year (CY) 2016 have dropped for February and March, compared to previous years. April data is not available, but will be presented in May.
Designated giving is at a high level for CY2016.
Congregational letter to share giving information is planned. Bill and Pastor Pam will be working to draft this informational notice.
- b. Minutes from the March 23, 2016 meeting. Reviewed as submitted. Revision recommended reflecting the correct meeting date, add Anita Hellie to meeting participants, and amend the Council charge related to item #2 under Congregation Mission and Visioning; revision to reflect the charge to lead development of a Welcome Statement as a Reconciling in Christ congregation. Revised Minutes will be distributed to the Council.
- c. Benevolence Board – Decisions/recommendations for discretionary spending:
 - >\$500 to Operation Bootstrap Africa to fund Upendo's last year of school at the Maasai Girl's School in Tanzania.
 - >\$250 to Winona and Mankato Campus Ministries for May SE MN Synod Assembly offering.
 - >\$250 to Mwangaza.
 - >\$2000 remains in the mission fund. It will be designated to SE MN Synod for the Tanzania Undesignated fund, to go to commitments to health care and education in the Central Diocese.Joe Gasior moved to accept the recommendations from the Benevolence Board. Ruthie Neuger seconded the motion. Motion carried unanimously.

4. Pastors' Reports

Pastor Jonathan provided the update.

Recent events included a baptism on 4/03/2016, a funeral on 4/23/2016 and a planned baptism in June.

Refugee Resettlement: the Refugee team is working to assure that all members of the group have received training from Lutheran Social Services (LSS).

Staff retreat on 4/21/2016 was very successful. Morning focused on identification of staff strengths. The afternoon session focused on identification of a theme/focus for next year.

St. John's hosted the following activities during April 2016: Youth fundraiser, Art and Poetry Forum with Mac Gimse, National Lutheran Choir event.

5. Congregational Mission Visioning and Discussion

- a. Volunteer succession planning (Shared Ministry Visioning). Char Nelson and Bob & Jane Gelle have retired from their leadership roles, leaving vacancies. Christy Hall-Holt led a series of discussions with current and retired volunteers to identify current volunteer requirements, and to plan for future coordination of the social functions at St. John's. Based on discussion, a job description for a volunteer position has been developed. The volunteer role of Kitchen Coordinator will be posted in the May issue of the Voice. The role could be a shared role. The Council recommended that St. John's consider limiting some of the offerings provided for funerals and other social functions to reduce the demand for volunteers and for coordination of volunteers.
 1. Outside groups currently use the St. John's kitchen. The groups have received approval to use the facility. Use of the kitchen by outside, or community parties requires supervision by St. John's volunteers that have experience managing the kitchen. Jane Rinehart noted that this topic was discussed by the Council last year, and Keith Homstad recommended hiring a kitchen coordinator to address scheduling and oversight of outside groups. Kristy Harms noted that the Minnesota Department of Health has oversight of commercial kitchens, but St. John's has not garnered much regulatory oversight due to the limited congregational use of the facility; expansion of this use may result in regulatory attention. Bill Carlson noted that a written policy addressing the issue of permitting outside parties to use the kitchen is needed. The Council agreed with this recommendation.

6. Action Items and Updates for Council

- a. New St. John's logo. Andrea Hoff introduced the new logo. The font for the logo was maintained from the previous logo. The colors reflect the colors in the stained glass windows in the Sanctuary. Style guides are being developed for logo use in various media, i.e., weekly bulletins, the website, the Voice, etc. Jonathan asked if the colors in the logo could be tailored to reflect the liturgical season. Andrea noted that it may not be possible to modify the colors in the logo. The Council expressed gratitude for the work and creative energy involved in development of the new logo, and approved the final product.
- b. Update: Emergency Facility Action Plan. Faith and Health board has reviewed the issue of emergency facility action plans. Bethel shared their safety plan with St. John's, and the Faith and Health board will review the established plan and work to identify an appropriate

plan for St. John's. A safety plan may have financial implications, based on the physical layout of the parish. The addition of an intercom system and a camera system may be recommended. Lynette Marks asked if policies are currently in place that addresses safety for weather-related situations, background checks for staff and volunteers and posting photos to social media. Bill recommended that Lynette check with Leah Garlie to determine what policies are currently in place. Faith and Health board will continue their work on this issue.

- c. St. John's 150th Anniversary - 2019. Planning to observe this event should begin. Fundraising for this event could benefit community benevolence, deferred maintenance projects. The Benevolence Board will be engaged to identify opportunities. Pastor Pam noted that milestones should be developed related to planning, as well as identification of logical candidates for planning. Pam also recommended that the Council develop the mission for the celebration and start setting the expectation for this event. Add to the agenda for May.

>Potential milestone dates:

2017/2018 – fundraising & history gathering

2019 – Anniversary events: (worship events, celebrations)

>Important roles for planning:

- i. Historian (Joe Shaw was suggested)
- ii. Hospitality/Celebration/Party planners
- iii. Doers/Executors
- iv. Communicators
- 1. Idea box for congregational suggestions

- d. Refugee Partnership – update and discussion. Training is underway, as noted in the Pastoral report.
- e. Reconciling in Christ (RIC) Welcome Statement Update: Forum set for Sunday April 30. Forums are also scheduled for May 1 and May 22. Jonathan asked the Council to attend and engage with the congregation. The focus of the Welcome Statement should be “Who does Christ welcome here”.

7. Other Business

- a. Continuing dialogue between Council and St. John's Staff. Brent will attend staff meeting in the near future. A repeat retreat/meeting with Council and staff will be considered.
- b. An opening on the Adult Ministry and Education board has occurred. Candidates to replace a departing member will be solicited and approached.
- c. Jane noted that the RIC committee would like a member of the Council involved with development of the Welcome Statement. Jonathan asked for consideration of Council representation for this activity.

8. A closing prayer was offered by Brent Nystrom and he led us in the Lord's Prayer.

9. Meeting concluded.

Meeting adjourned at 9:00 p.m.

Respectfully submitted,

Kristy Harms