

**Minutes**  
*Congregation Council*

St. John's Lutheran Church, Northfield, MN  
August 23, 2016

**Present:** Brent Nystrom, Bill Carlson, Pr. Jon Davis, Pr. Pam Fickenscher, Dan Van Tassel, Andrea Hoff, Ruthie Neuger, Lynette Marks, Sara Redetzke, Jane Rinehart, Anita Helle, Alyssa Ness

**Absent:** Joe Gasior, Bill Malecha

The meeting was called to order at 7:04 p.m. by Brent Nystrom.

**1. Opening Prayer**

Dan Van Tassel led us in an opening prayer.

**2. Future dates**

- a. Boards – Tuesday, September 13, 2016. Fellowship and treats at 6:45 pm, Faith and Health 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 September 27, 2016 at 7:00 pm.

**3. Consent Agenda Items for Council**

- a. Treasurer's Report, July 2016

Deficit due to reduced offerings continues, as with previous months. The short-fall is not increasing. As noted in previous months, the Treasurer confirmed that this trend is not unusual for this point in the calendar/giving year.

- b. Minutes from the July 26, 2016 meeting

Minutes reviewed. No revisions recommended.

- c. Benevolence Board decisions regarding dispersing the remaining \$2500 in the discretionary fund reviewed:

- a. \$1000 to the SE MN Synod Leading Together fund
- b. \$500 to the ALC, Northfield Public Schools for the weekend food backpacks.
- c. \$200 to the Center for Victims of Torture
- d. \$200 to Cannon River Watershed Project
- e. \$200 to Health Finders
- f. \$200 Ruth's House in Faribault
- g. \$200 to the ELCA Malaria Campaign

**Motion:** Ruthie Neuger moved to accept the three Consent Agenda items, as presented.

Lynette Marks seconded the motion. Motion carried unanimously.

**4. Pastor's Report**

Official Acts – two baptisms and one funeral for the month of August 2016.

Mary Kelvie has begun work as the Interim Shared Ministry Coordinator. Joanne Sommers will assist in organizing the Ministry Fair. Sandra Nyvall will work with the Accompany group in the absence of Christy Hall-Holt.

Dylan Gehring has been hired to do routine lock checks of the building on evenings when the church is in use.

Personnel Committee will be firming up recommendations for 2017 benefits and consider any

further actions required by the FLSA act.

Anniversary Committee met for an initial conversation about the planning process for the 150 Anniversary celebration.

Fall planning is in full swing (!).

Pub Theology drew summer participation, and may continue on a monthly basis through the school year.

Pr. Pam participated in a workshop at St. Meinrad's Monastery as a first step toward an Executive Certificate in Religious Fundraising from the Lilly School of Philanthropy. Pr. Pam will complete a project for the certificate, focusing on a strategy for improving St. John's legacy giving.

## 5. Council Action Items and Updates

- a. Women of St. John's ELCA update:  
A new brochure has been produced to provide information about WELCA.  
Events for the year have been scheduled.  
An event on October 6 at 7:00 pm will feature a local speaker providing information on trans-gender experience. The event is open to other congregations, and is open to all.
- b. Property and Grounds - Maintenance Update
  - i. Leaking Roof repair (SE Entrance) – completed. Damaged was identified during the repair that will require additional maintenance.
  - ii. Window repair – will occur this fall.
  - iii. Sidewalk repair – scheduled to occur in the next week or so.
  - iv. A/C for Music Director's office and adjacent room – Air conditioner has been ordered and will be installed upon delivery. It is expected within the next week.
- c. Communication Board update on Visual Identity project –
  - i. Visual projects update: Window decals were put up last week. The template of the new logo is wrapping up and the new logo should appear in the next issue of the Voice.
  - ii. Outdoor signage. Two quotes have been received to create a new outdoor sign using the new logo and colors for street signage in the existing location. 1) Wooden/three dimensional sign = \$1,900 (quote from Jim Bonhoff); and 2) Vinyl sign = \$500 (quote from Graphic Mailbox). Durability and maintenance of a wooden sign was discussed. Funds allocated from another project were not exhausted, and could be used to pay for this project. \$4,200 was allocated for an interior design project, but only \$1,800 were used. Recommendation: apply the surplus from the interior design project to the outdoor sign project to purchase the wooden sign. Note: current budgeting for outdoor signage is included in the Property and Grounds budget. Coordination with the Chair of Property and Grounds will be needed.
    - 1st. Andrea plans to contact MN Department of Transportation (DOT) to request a sign on Hwy 19 for St. John's Lutheran Church, similar to signs existing that direct travelers to other churches in the community.
    - 2nd. Street signage for the South side of St. John's may be needed as a result of street construction that will direct traffic to the other side of the church. This expenditure may be greater, because a base for the sign will have to be constructed to support a new sign. This will be addressed when traffic patterns resulting from the street construction have been identified.
  - iii. Outdoor banners need to be updated to reflect new logo and colors.
  - iv. Interior signage to direct visitors within the building(s) have been drafted. Images will be available on Church Community Builder (CCB). This will require additional funding, but is a necessary element of the communication strategy.
  - v. Proposal to add two (2) monitors to the Commons entrance and the Southwest entrance that would guide visitors to activities/events. Some electrical fees will be associated with the addition of the monitors. The content would be identical for the two new monitors and an existing monitor displayed in the Youth area downstairs. Monitors could be programmed to display independent content, as well.

**Motion:** Bill Carlson made the motion to approve the wooden sign proposed in the

Bonhoff quote for \$1,900, using the remaining funds from the previously approved amount for the Commons Improvement design project (\$2,200) to cover the wooden sign, upon approval of the sign replacement by the Chair of Property and Grounds (Bill Malecha). Brent Nystrom seconded the motion. The motion carried unanimously.

Andrea will work with Bill to gain approval for this project.

- d. Update on the upcoming Stewardship for All Seasons meeting: The Stewardship Board is charged with identification of three goals to address increased pledge outcomes. Ideas provided by the Boards last month will be taken into consideration for the Stewardship planning process.
- e. Ministry Fair Planning: Reminder to Council to return completed forms to Mary Kelvie to assist resource planning for the Ministry Fair. Two dates for the Fair: Sunday 9/18 and Wednesday 9/21.

## **6. Congregational Mission Visioning Discussion**

150<sup>th</sup> Anniversary Planning

- Committee Building Status: Committee met for the first time this week.
  - Council framing of plans and priorities for Fund Drive
    - Division of funds to capital projects, benevolence, foundation?: Following discussion, the Council supported identification of division of funds to sponsor programs identified within the 150<sup>th</sup> Anniversary planning process.
    - Benevolence ideas
- \* Outside Borrowing must be approved by Congregation

## **7. Other business**

- a. Foundation Update: review of the Foundation summary document that has been inserted into the monthly Agenda template. General consensus is that the addition of this information is helpful and should continue.
- b. Worship and Arts Council Slot: Jennie Sorensen has agreed to join this Board as the Chair. Jennie has experience with this Board, and with this position.

**Motion:** Ruthie Neuger made the motion to approve Jenny Sorenson as the new Chair for the Worship and Arts Council. Lynette seconded the motion. Motion passed unanimously.

**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.

**Adjournment:** Meeting adjourned by Brent Nystrom at 8:59 pm