Date: August 14th, 2018

1. Call to Order

*John Shardlow called the meeting to order at 7:00 pm.*

1. Devotional / Shared Prayer

*Mike Dolan led a devotional.*

1. Welcome to new members of Council and thanks to outgoing members
2. Establish a Quorum
   1. Members present*: John Shardlow, Mike Dolan, Jessica Henry, Tom Lund, Joe Zeigler, Beth Jacobson*
   2. Members absent: *Jeff Johnson, Keith Gilbert, Darci Bontrager*
   3. Others present:  *Dave Booms, Pastor Sara Spohr, Laurel Hofeldt, Mary Peterson, David Werner, Stacey Nealy*
3. Approval of Agenda

*A motion to approve the agenda was made by Jess and seconded by Joe. The motion was approved unanimously.*

1. Approval of June minutes

*A motion to approve the June minutes was made by Joe and seconded by Beth. Beth had one correction as she was not present in June as stated. The motion was approved unanimously.*

1. Monthly Reports

*Staff and committee reports are attached. Any additional discussion is listed below. John reiterated how monthly reports are very helpful to Council.*

* 1. Finance:
  2. Staff
     + 1. Pastors
          1. Senior Pastor
          2. Associate Pastor

*M/O has set up a calendar and model of governing structure (attached). Council will be asked for approval in September.*

* + - 1. Church Administrator
      2. Finance

1. New business/Action Items
   1. Year End Report –  *Laurel outlined year end financials and steps recommended by Exec to move funds as listed from restricted accounts to lessen the budget deficit. Tom noted that Council needs to be clear that reserve funds were used for reducing the deficit, not new receipts. The Council agreed that this would be relayed to the Congregation during Council Conversations in September and October. The proposal to accept these financial adjustments (listed as Option #1) to lessen the deficit was made by Joe and seconded by Mike. The vote to approve year end financials was approved unanimously.*
2. Review decisions/Action items
3. Committee Reports and Council liaisons
   * 1. Mission & Outreach

*Pastor Sara handed out a draft calendar and mission model proposed for M/O. Also, a mission fair will happen later which will give the Congregation ideas on how to get involved in M/O activities.*

* + 1. Stewardship- Keith
    2. Children- Joe
    3. Youth & Family- Jessie

*Summer trips very successful. The Celebrate summer event is in the next week.*

* + 1. Adult Ed- Beth
    2. Christian Life- Beth
    3. Nominating- Mike Tom

1. Task force updates

*Reports are attached.*

* 1. Campus improvements task force
  2. Worship and music task force
  3. Mission and outreach task force

1. Continuing business
2. Upcoming dates
3. Adjournment

*A motion to adjourn was made by Tom and seconded by Jess. The motion was approved unanimously.*

1. Closing Prayer:

*John led Council in the Lord’s Prayer.*

*Respectfully submitted,*

*Mike Dolan*

*Council Vice President*

*Roseville Lutheran Church*

Council Report

Senior Pastor, Lauren Wrightsman

August 2018

**Action Items in Progress / Pending**

**1) Worship and Music Task Force**

The Task Force has been meeting regularly since the beginning of April 2018. The Task Force, in their charter was given the task to:

1. Explore and evaluate our current worship and music opportunities
2. Designate areas to be sustained that support our vision and mission
3. Seek out opportunities to launch new initiatives
4. Designate areas that need to be released
5. Present findings and suggestions to RLC council

**The Task Force is now in a position to present an update to the council and provide some recommendations. We would like to present these findings at our September council meeting (Thursday, September 20)**

* Main recommendation to consider: Ending the 5:00 p.m. Saturday service
  + This service has seen the greatest decline in worship attendance.
  + Many of the routine members that were the core of this service are now saints in heaven.
  + A decrease in resources has necessitated this change in worship opportunity.
  + The committee recommends ending the 5:00 service on Saturday, November 17, 2018. This gives ample time for us to prepare attendees for the shift as well as have a “closing worship” to celebrate this area of ministry.
* We will have more information, as well as the official recommendations from the WMTF at the September meeting

**2) 2018/2019 Budget**

We have been able to close off the year. Laurel will be presenting the Financials at the council meeting on Tuesday, August 14.

Here is a brief overview of how we closed the year:

**Offerings $1,462,114**

Other receipts $ 132,825

Total receipts $1,594,939

Expense $1,623,595

(Deficit Option #1) ($ 28,656) – This is with Mission and Outreach frozen for 3 months (April – June 2018)

*Amount of frozen Mission and Outreach: $19,805*

(Deficit Option #2) ($ 48,461) – With Mission and Outreach given full 12 months

**Adjustments:**

Unrestricted kitchen fund $20,179

Annual gift released by month $ 5,000

With these additions to the budget this brings our deficits (above) to:

(Deficit Option #1) ($3,477)

(Deficit Option #2) ($23,282)

**Options for the deficit**

1) Child care surplus $10,000

2) Estate gift $339,858

3) Building Fees $13,981

4) Don’t restore M/O $19,805

**3) Council / Chair / Committee meetings (CCC)**

In an effort to better communicate our strategic plans and initiatives I am proposing adding 3-4 “Council/Chair/Committee” meetings throughout the year. These meetings would be held on our regular council dates and with the following agenda:

* 6:00 – 6:30 p.m (September only)
  + New committee chairs and members and council liaisons (light supper will be served)
* 6:30 – 6:35 p.m
  + Welcome and devotions
* 6:35 – 6:45 p.m.
  + Senior Pastor and Council President updates / remarks
* 6:45 – 7:15 p.m.
  + Ministry Focus presentation (i.e., Stewardship, Mission and Outreach)
* 7:15 – 7:30 p.m.
  + Time for questions, comments, updates from all committees
* 7:30 p.m.
  + Council meeting begins

**Proposed Council and CCC meeting dates 2018 - 2019:**

**Tuesday, August 14** @ 7:00 p.m.

**Thursday, September 20**

CCC event 6:30 - 7:30 p.m.

Council @ 7:30 p.m.

**Thursday, October 18** @ 7:00 p.m.

**Thursday, November 15** @ 7:00 p.m.

**Thursday, December 20** @ 7:00 p.m.

**Thursday, January 17**

CCC event 6:30 - 7:30 p.m.

Council @ 7:30 p.m.

**Thursday, February 21** @ 7:00 p.m.

**Thursday, March 21** @ 7:00 p.m.

**Thursday, April 11** @ 7:00 p.m.

(Thursday, April 18 is Maundy Thursday)

**Thursday, May 16**

CCC event 6:30 - 7:30 p.m.

Council @ 7:30 p.m.

**4) Campus Improvements Task Force**

The team continues to meet and has received bids that will be shared at council.

**5) Staffing**

Facilities Manager, Steve Henry, resigned from his position in June. A search was done to find a potential candidate and we are pleased to announce that we have filled the position. Bruce Pelava has accepted the position and will begin his employment with us on Monday, August 20th. (Please see Dave Booms report for more information about Bruce.)

**6) Fall Worship Planning**

This fall we will be coming together under the theme: “A community united.” Throughout the fall we will be exploring our Mission and Vision statement and what it means to us as to be a community of faith.

A couple of highlights for this coming fall worship season:

* **4-week challenge:** Worship with us for 4 weeks during the month of September and experience how your faith, life and outlook will change.
* **One Community – One Worship – Sunday, October 14th at 10:00 a.m.**
  + At the suggestion of the WMTF (Worship and Music Task Force) we explored times when we can come together for one worship throughout the year. Sunday, October 14th is our Stewardship Celebration and we are inviting all members to join us for worship at 10:00 a.m. to rejoice in the gifts we have been given through a gracious and generous God. Bruch will be served in the commons immediately after worship.

**7) Stewardship Committee**

Our stewardship committee continues to meet regularly to coordinate and plan our ongoing stewardship efforts. A couple of highlights:

* **The team evaluated the pRAISE 75 campaign**. What worked? What areas can we do better at? Should we consider a similar campaign for this coming spring?
* **Continued planning for our fall stewardship drive (September 30 – October 14)**
* **Nonprofit Fundraising Conference – Brooklyn Center**: Staff and volunteers attended an all day conference. Attendees included: KJ Bach, Laurel Hofeldt, Daniel Pederson, Trupti Storlie and Pastor Lauren Wrightsman
* **Exploration of mutual conversation between** **Stewardship / Endowment / Finance**

**8) Rally Sunday is Sunday, September 9 – COUNCIL IS REQUESTED TO WEAR NAME TAGS AND BE PRESENT DURING THE MORNING ACTIVITIES**

**4) Budget Requirements (if any)**

none

Department Name: Communications

Prepared By: Daniel Pederson, Communications Manager

**Summary of activities that have occurred since the last monthly report.**

Attended Non-Profit Fundraising seminar with staff and lay leaders. Lots of good ideas, post-meeting strategizing.

Sept-Oct-Nov Table is in production

Fall Stewardship preliminary planning meetings

All-Staff calendaring meeting

**Summary of upcoming events, or issues that the Church Council should be aware of:**

Sunday, October 14 = ONE Worship Service at 10:00 am, Brunch follows. Stewardship Celebration. (Emphasis on Invitation, being a part of this Community United by Grace.)

Working on revisions to our Update (printed Sunday announcements) that will also impact eBlast, FB, etc. Calendaring out stories and emphasis on selected events over the year.

Also working on new routine for worship slides at 11:00 am, layout/design to correspond to bulletins.

Planning opportunities to collect stories, photos, video for future use.

Looking forward to “Engaging Generations Through Generosity” a workshop sponsored by Thrivent on Sept. 27.

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Department Name: Hospitality

Prepared By: Connie Marchio, Hospitality Manager

Summary of activities that have occurred since the last monthly report:

Catered three High School Graduate parties, first impression is that this will be a good community building effort and revenue generator.

Provided four funeral luncheons

Signed up ADK (retired teachers assoc.) for another six catered meetings

Signed up Ollie (U of MN) for another 10 catered events

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Summary of upcoming events, or issues that the Church Council should be aware of:

I queried three vendors for pricing on environmental friendly products. (Note: Eco friendly products will be used for Rally Day) First step will be the elimination of styrofoam cups. Complete /immediate conversation to E/F products will seriously impact the ability of this department to make its budgeted revenue goals. The use of porcelain plates and cups as well as stainless steel flatware with environmentally friendly detergents would be optimal. Increased efforts for dishwashers will start this fall.

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| --- | --- | --- |
| **Environmentally friendly products** | | |
|  |  |  |
|  | P/W (Plastic disposable wares) | E/F (Eco friendly) |
|  |  |  |
| Cold cups: | $0.06 | $0.23 |
|  |  |  |
| Hot Cups | $0.17 | $0.30 |
|  |  |  |
| Plates | $0.33 | $0.53 |
|  |  |  |
| Flatware |  |  |
| Knifes | $0.02 | $0.04 |
| Forks | $0.20 | $0.04 |
| Spoons | $0.02 | $0.04 |
|  |  |  |
|  |  |  |
| Place setting | $0.80 | $1.18 |
|  |  |  |
|  |  |  |
|  | % increase | 47% |

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Department Name: Facilities

Prepared By: David Booms, Church Administrator

**Summary of activities that have occurred since the last monthly report:**

Steve Henry took another position effective July 15, 2018. I hired his replacement, Bruce Pelava, and he will be aboard on Aug. 20.  Bruce currently sits on the Council of Gustavus Adolphus Lutheran Church (G.A.) in St Paul and once chaired their Facilities committee.  His wife is a deacon and chairs G.A.’s Worship and Music ministry. As a lay volunteer he's done a few projects and is just finishing up a new choir loft. He has plenty of construction, HVAC, electrical, plumbing, custodial back ground.

Summer cleanup is wrapping up and we will be going into fall prep.

The forensic study of the building and its mechanical items, that I mentioned at the last Council Mtg, has taken place. I am expecting a report by months end.

I am working with a firm, whose clientele is non-profits, who conducted an energy audit in July. I am expecting their report by months end.

**Summary of upcoming events, or issues that the Church Council should be aware of:**

RoofSpec is meeting with a group of roofers on Friday, Aug 10th to put before them the agreed on specs for the three roofs. The Facilities Improvement Taskforce will be meeting before months end to review the bids.

MONTHLY MINISTRY TEAM AND COMMITTEE LIAISON REPORT

Date of Church Council meeting: Aug (?), 2018

Committee or Ministry Team Name: Adult Education Ministry

Members Present: N/A—I was not present (notes from Chair)

Prepared By: Beth Jacobson

Date of the last meeting: May/June, 2018

Summary of topics discussed, and activities that have occurred since the last meeting:

1) a. First meeting since “summer break.”

b. Filled in a few more empty spots on the calendar.

c. New smartboard coming to room 40.

Summary of upcoming events, or issues that the Church Council should be aware of:

1) a. None

Does the group have any questions, or concerns to bring to the Council? Is there anything the Council, or staff can do to assist the group?

None.

MONTHLY MINISTRY TEAM AND COMMITTEE LIAISON REPORT

Date of Church Council meeting: July 24, 2018

Committee or Ministry Team Name: Life Ministry

Members Present: Janet, Jill, Trish (staff liaison), Roxanne, Beth

Prepared By: Beth Jacobson

Date of the last meeting: June 12, 2018

Summary of topics discussed, and activities that have occurred since the last meeting:

1)

a. Second meeting for brainstorming new ideas as well as which past events to repeat/continue. Calendar dates are taking shape.

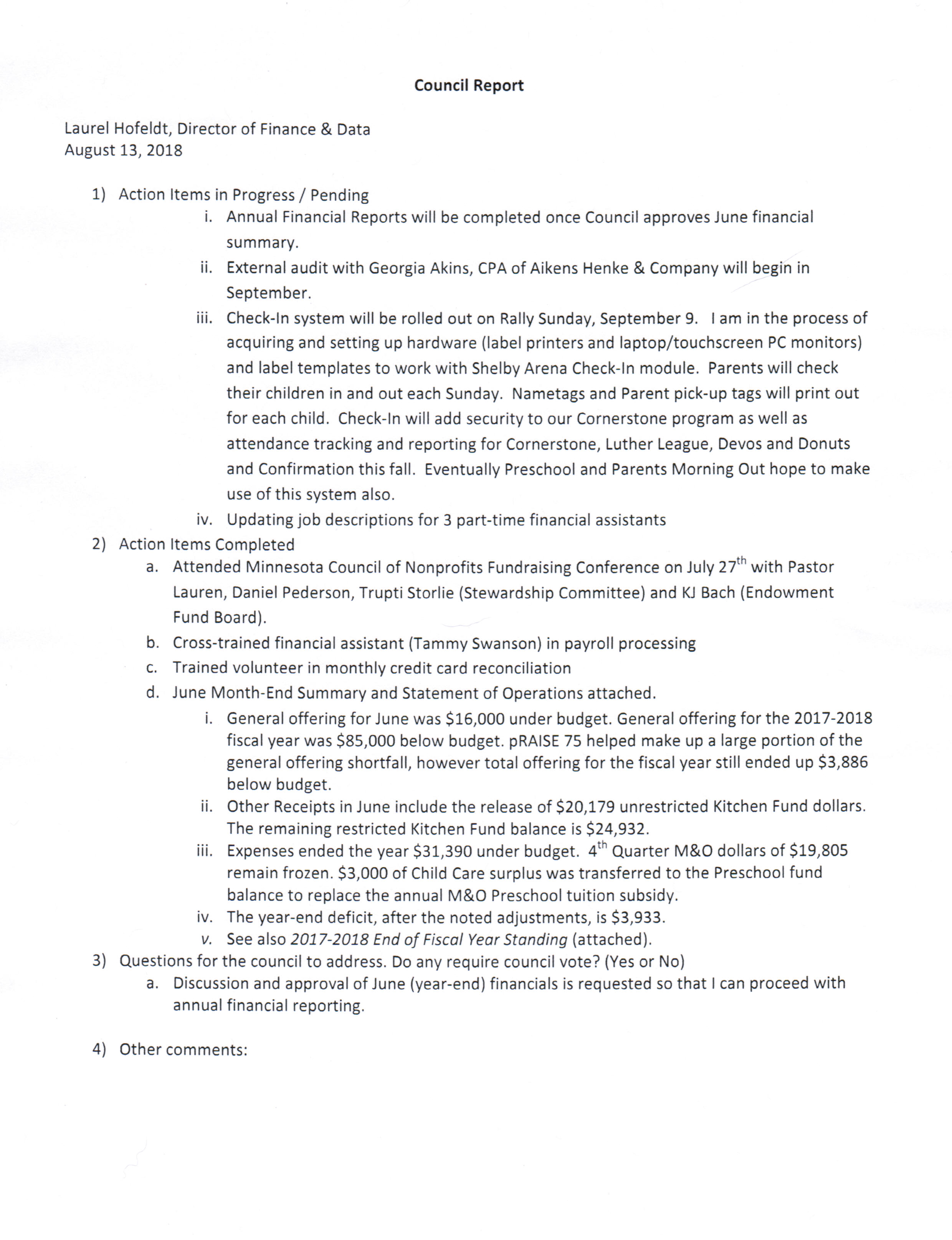
b. Briefly looked at the charter and the past scope is much more than what happens presently. Many areas originally included are now separate ministry initiatives and plans for bringing back others are taking place (blood drive and flu shot clinic, etc.)

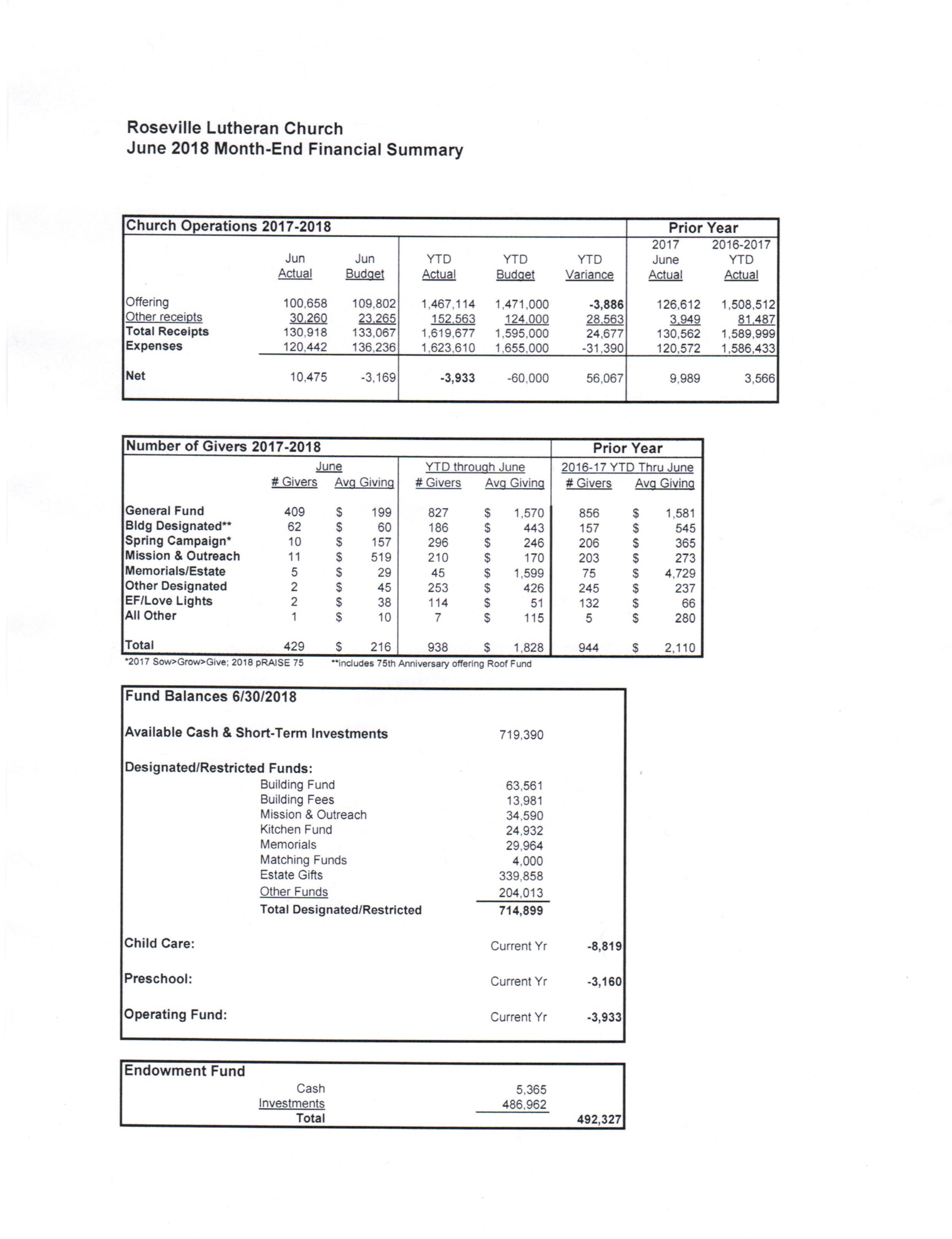
Summary of upcoming events, or issues that the Church Council should be aware of:

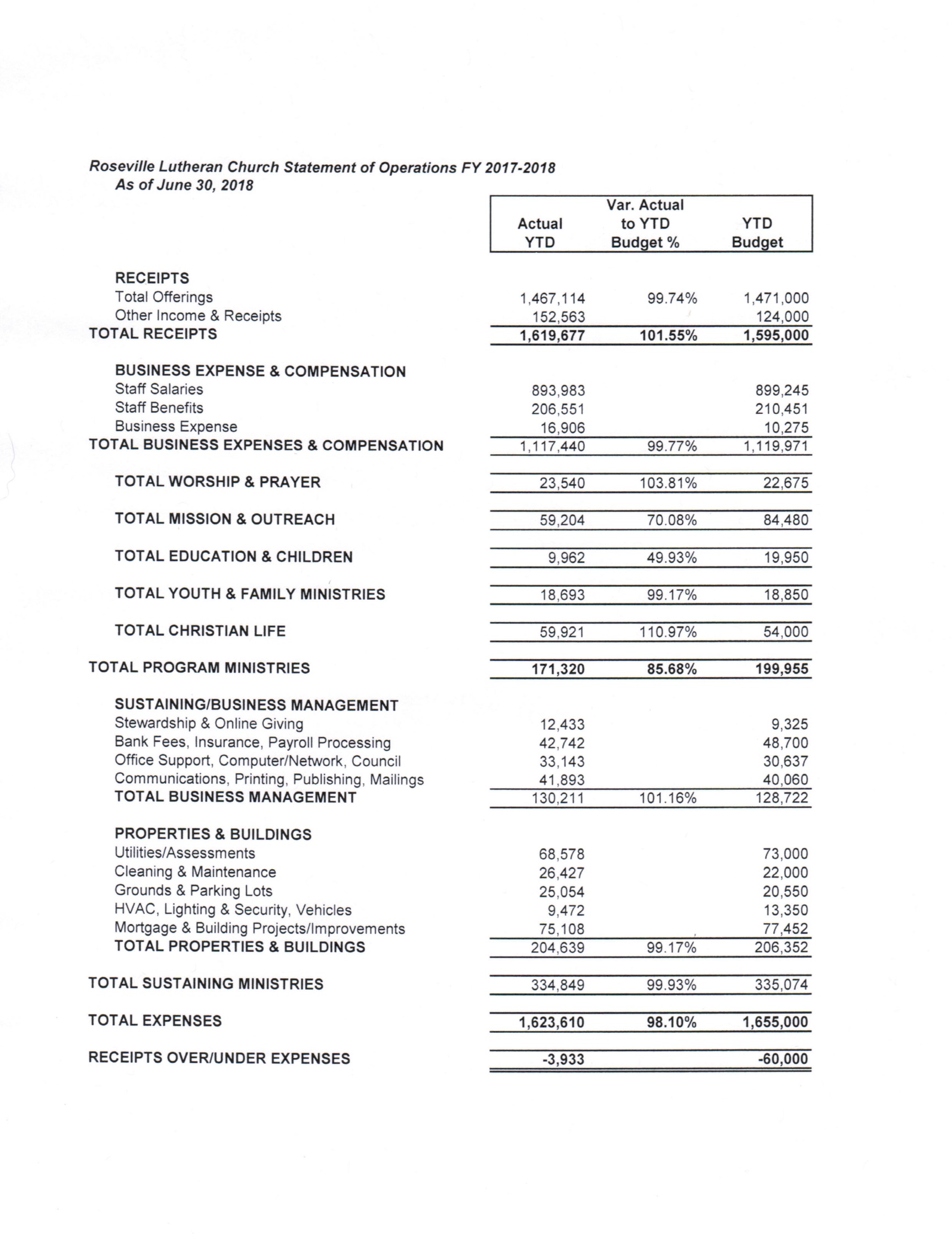
1) a. One member dropped out.

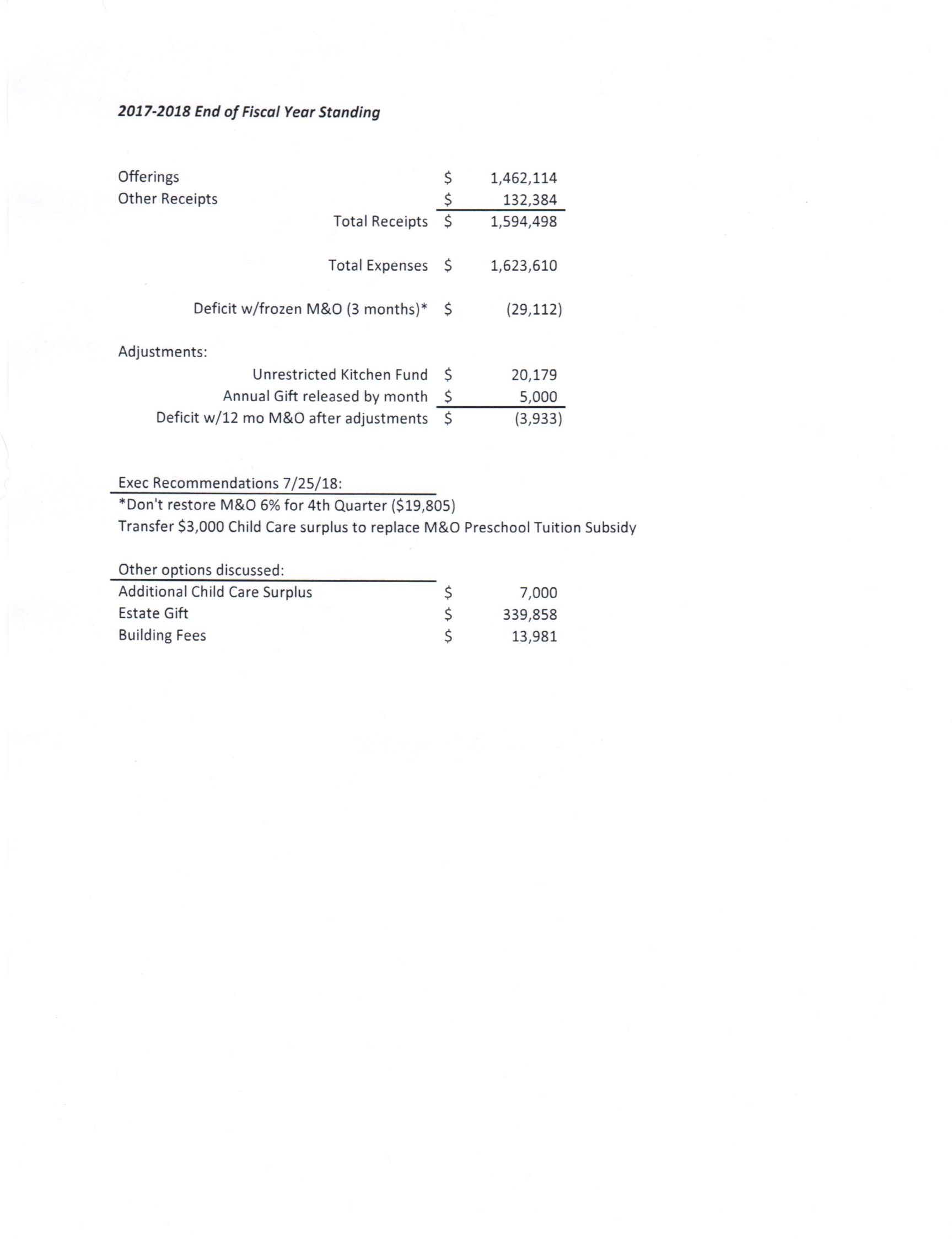
Does the group have any questions, or concerns to bring to the Council? Is there anything the Council, or staff can do to assist the group?

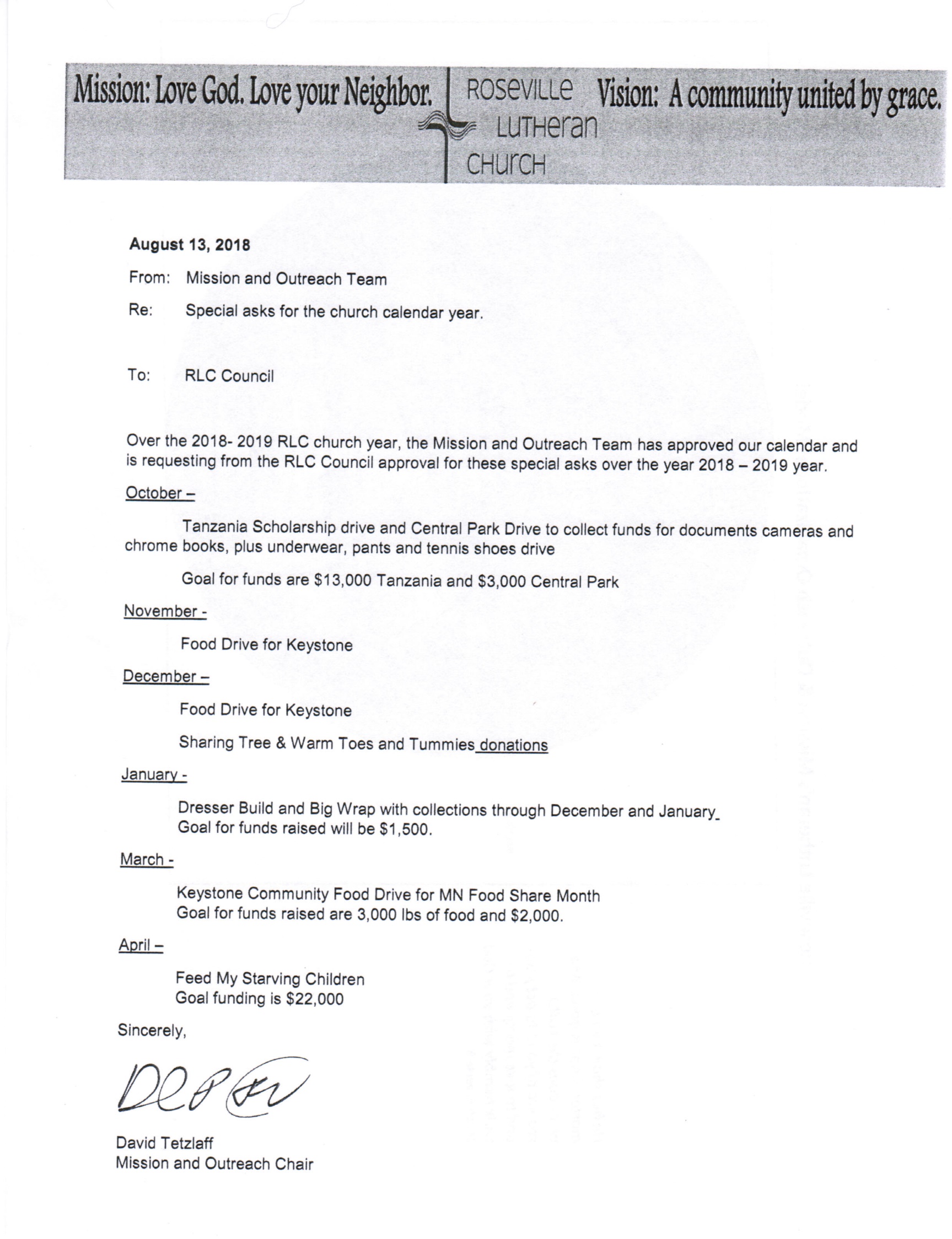
a. None

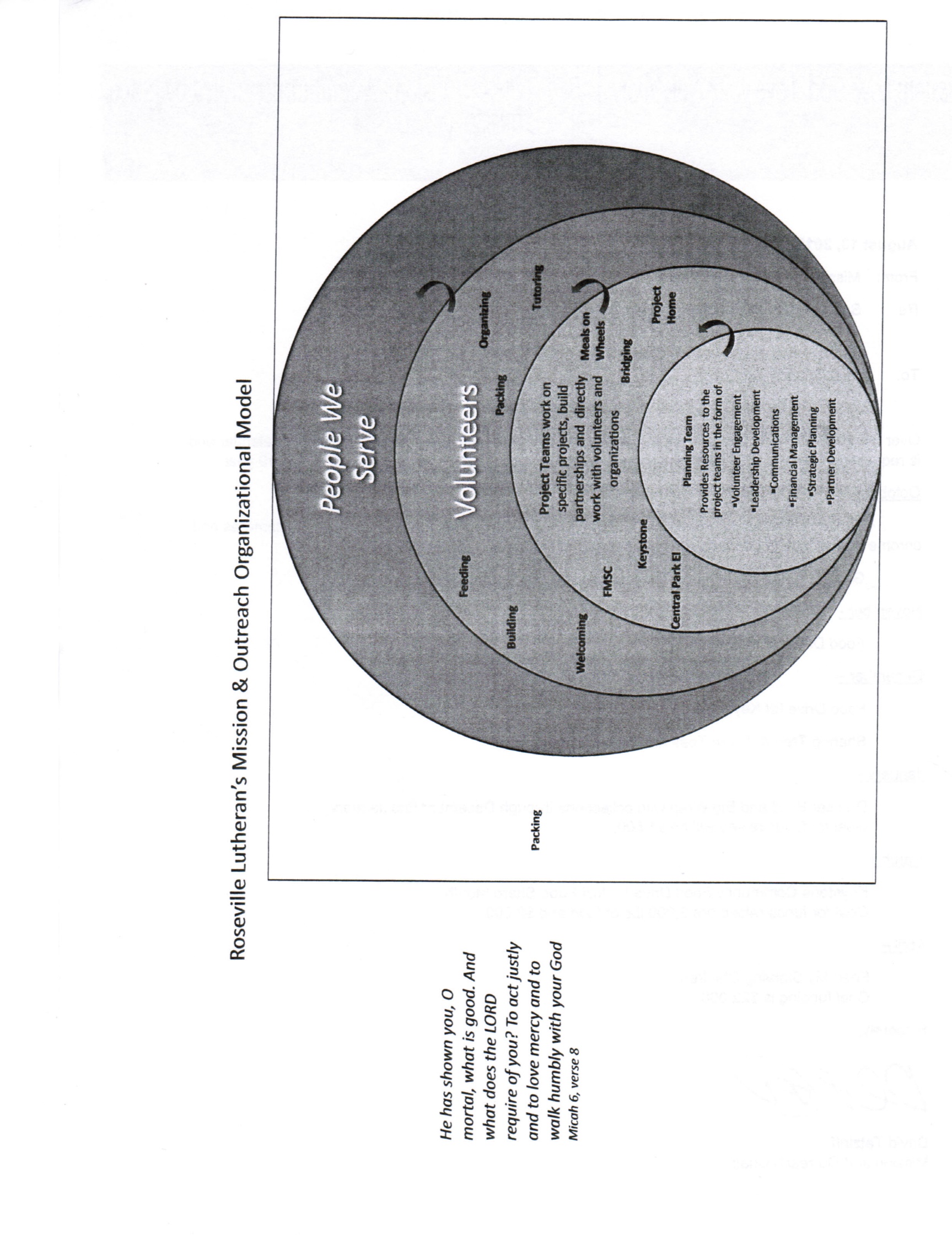








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