

<p>June 21, 2018 -Our Savior's Lutheran Church Board of Directors Meeting Mission Statement: <i>Grounded in Faith, Gathered in Love, and Sent with a Purpose so that Others may gain the Kingdom.</i> MEMBERS PRESENT Voting Members present: Pastor Christine Wenzel, Amy Stoffer, Greg Otsuka, Joel Frost, Meredith Caskey, Ray Valley Ex-Officio/ Visitors: None MEMBERS ABSENT: Marci Gaertner</p>	<p>Time Called To Order: 6:00 pm Time Adjourned: 8:00 pm Location: Off-site Meeting Lead: Ray Valley Recording Secretary: Meredith Caskey</p>
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DISCUSSION	RECOMMENDATIONS/ ACTIONS/ MOTIONS	RESPONSIBLE PARTY	
		Staff	Board
Devotions- Ray Valley	Ray led discussion from Owl Sight (pages 126-132 regarding Clergy Focus).		
Approval of Minutes from last Board Mtg	Approved electronically 6/14/2018		
Approval of Meeting Agenda	Add Legacy Scholarship application process to the agenda. Motion by Amy, second by Joel to approve meeting agenda. Approved.		
Pastor Report	See attached.		
Staff Reports	See attached reports for Youth Ministry, Children's Ministry, Maintenance, Parish Nurse.		
Committee Reports			
<ul style="list-style-type: none"> Legacy Scholarships 	An application process has been drafted. See attached. Primary priority would be for students in seminary, secondary for Christian colleges. This scholarship would exclude staff unless for seminary. The key focus would be, "How will this help spread the Word of God?" Joel moved to approve the process, second by Amy. Approved.		

<ul style="list-style-type: none"> Human Resources 	<p>PTO Policy – see attached. Joel moved to approve the policy as written second made by Pr. Christine. Approved.</p> <p>Plan to develop and implement a form for documentation of paid time off requested and approved.</p>	Pr. Christine	
<p>Treasurer’s Report--Joel</p>	<p>See attached.</p> <p>Large expenses expected over the next month include the new phone system and an air conditioner.</p> <p>Giving is down \$11,000 from this time last year. There have been a couple of slow Sundays this month. Ray requested that Income, Expenses, and Budget be included in the published metrics.</p>		
<p>Old Business</p> <ul style="list-style-type: none"> Transition Team Update Ecumen Closing LADC Security Meeting and next steps 	<p>Two meetings have occurred since the last Board meeting. The following roles have been identified: Pr. Christine will be the “Thought Leader & Subject Matter Expert on Transition,” John Laswell is the “Project Lead/Meeting Chair,” and Amy Stoffer is the Board Liaison and “Quarterback on Communication.” There have been good conversations on methodology for input and worked on questions to ask. This will include cottage meetings, engagement with committees, Sunday mornings, round table lunches, and other gatherings where people already are. The Family Room will continue to be updated as a communication hub for the project.</p> <p>Closing takes place on 6/28/2018 at 1:00 pm. Joel and Ray will be at the closing.</p> <p>The first sales meeting is next Thursday at 10:00 am. Sign-ups for the waiting list begin at that time for members of OSLC. The wait list opens to the general public on 8/15. People may contact Ecumen for further details.</p> <p>See Pastor’s report for details. Next step includes meeting with Police and Fire Department.</p>	Pr. Christine	

<p>New Business</p> <ul style="list-style-type: none"> ● Update on Air Conditioner ● Appointing Solar Rewards task force, legal review of documents ● Initial discussion on property sale income ● Bylaw and Constitution Review ● OSLC Communications w/ specific attention to Social Media 	<p>Moving forward with replacing the broken unit. However, an additional unit has quit working. Getting estimates to repair and/or replace.</p> <p>We need legal counsel to review. We do need to conduct a risk analysis, engaging subject matter experts.</p> <p>Ray was invited to “Ideal Energies,” an inter-congregational group pursuing this among other ministries.</p> <p>Need to setup guidelines with congregational input. Until decisions are made, the proceeds will be put into an interest earning account.</p> <p>Reviewing the Constitution and Bylaws should probably wait for now. We did just renew our Articles of Incorporation for the MN Secretary of State. This should be added to the annual agenda to ensure that we don’t let it lapse.</p> <p>Facebook: The automated posts (e.g. weekly news) have low read/engagement. Intentional posts (e.g. pictures from an event) have a high response. We should develop a strategy for communication in general. There are resources available (e.g. ChurchFuel.com). Noted that weekly e-blasts still seem to be effective.</p>	<p>John</p>	<p>Joel</p>
<p>Member concerns</p>	<p>None discussed</p>		
<p>NEXT MEETING July 19, 2018</p>	<p>Motion by Meredith to adjourn seconded by Pr. Christine. Approved.</p>		

Pastor's Report – June 2018

STAFF

- Program staff met to talk about Sunday morning schedule. Decided to keep same schedule as last year.
- Health Team will use the unused office next to Stacy for Stephen Ministry, waiting for blood pressure checks, mom's nursing, and other Health uses.
- Since the office is used for storage, and the room across from my office is not used, we decided to use that room for storage.
- Talked to staff about cleaning out storage areas.
- Reading staff files. I cannot find a file for Children's Ministry Director
- Need nursery coordinator. Darla said this is not in her job description. Whose responsible?

HR TEAM

- Next meeting is at the end of July. Future goals are to continue conversation around staffing, re-visit job descriptions, and complete the employee handbook. I have access to the staff files in the music room.

TRANSITION TEAM

- Meeting weekly through June.
- Will begin Congregation feedback through various means in July. I will be training the team to lead these feedback sessions on 6/28..

GOVERNANCE:

- Governance is about how a church is organized – Energized and Visionary?
- Will present to both the Minneapolis Area Synod and the St. Paul Synod staff and Interim pastors on July 12th.
- Looking at the committee structure.

OBSERVATIONS:

- Wonderful and talented leadership on the Transition Team.
- I hope to pull program staff together weekly.
- Staff seems to be gone a lot – will talk to HR about possibly setting up office hours.

OTHER

- Working with preschool on security. Met with Janet, the head of LADC, and Shannon, and the staff at OSLC along with Joel and Shari Ohland from Property Team.
- Talked about the use of fobs which can be controlled by time and days of the week. Our next step will be to meet with the community police officer and the fire department to get their input on safety procedures.

- Working with Health and Caring Team on Kitchen Coordinator position. Only 10 hours budgeted. Very helpful in developing a job description. Last kitchen coordinator agreed with the changes.

You are in my prayers. Please keep me in yours! Pastor Christine Wenzel

Health And Parish Wellness Report – June 2018

My number one priority currently has been Stephen Ministry! I am excited to announce that we have 15 solid members who will start the training on July 5th. We have 10 women and 5 men! This is great as there is such a strong need for this type of ministry! Thank you again for seeing this need. We will meet at church every Thursday from 6:30-9pm July 5th -November 15th.

We are also bringing the walk and talk group outdoors for the summer! Starting next Monday, we will be walking Brown's Creek Trail (weather permitting) through August.

Our leadership team will be collecting money/donations for items to go into our Caring Kits. These kits (Backpacks) were given to us through Mckesson in hopes that we would fill them further with toys/books/notes of encouragement and hand them out to people who are being treated for cancer. We will be doing this for the month of July and then our team will fill the backpacks and bring them to Lakeview Hospital Infusion Center to be handed out at appts. We will also have some available to our members who are diagnosed with Cancer.

Pastor Christine and I are in discussion about starting a grief support group at OSLC. As you know, we have had many losses in the past 6 months and I have been referring folks to support groups outside our church, but people have told me they wished we had something to offer here. This is an important ministry opportunity to support our members who are going through the grief process.

I would also like to set up a meeting with you Ray to discuss forming a "Response Team" in the fall. Also would like to discuss emergency procedures so that we have a plan in place for different types of emergencies. This also ties in with the security meeting that I will be attending this am. We need to have our doors locked and have a procedure in place so that our members and our LADC friends are safe.

I am doing as many visits/contacts as I can as this is also a priority of mine. There is such a need for caring ministry! You will receive my contact report in July.

BP screening clinic is going well with an average of 7 people attending each session.

We have new members moving into Oak Park Villas (4) and would like to start a coffee and conversation group there. We still are currently going to Boutwell's the first Thursday of the month for coffee and conversation. We average 7 people attending this.

As you know, we are seeking another space for me to have resources available to members. It is also a place that I would like to have for members to grieve, rest and relax. It is also a place where I would like to post "blog-like" letters to our congregation to pick up and read. More to come on this. No monetary loss.

My family will be in the Lumberjack Parade this year. I have asked Kathy to print up some OSLC stickers to put on water bottles that will be handed out.

I will be asking Christine to have a blessing and commencement for Becky Maier and I on July 1st to bring awareness to our Stephen Ministry Leadership completion.

Thank you again to all on the board for supporting the Health and Caring team. We are blessed to have a board who understands this very important ministry.

Have a blessed day!

Stacy Meyer
Parish Nurse

Children's Ministry Board Report -- June 2018

- We had the 5th-6th grade Fishing Outing at Dave and Laverna's house on June 3. Three students and their parents came. It was later this year because of weather and I think that impacted attendance. We had a great outing with food, fellowship and lots of fun.
- I have been contacting kids that are going to Wapo and letting them know I will be there for the week.
- I planned the calendar for next fall for Faith Formation and shared it with Pastor Christine and other volunteers and staff
- I surveyed Time For Parents participants to find out their thoughts on changing Faith Formation time or making changes to the format for the coming year. Parents really appreciate Time for Parents so we will continue with our same format next year. We have already had so much transition that it will be good to keep the consistency of Faith Formation.
- I think we need to consider starting more small groups- Seeing how well received Time for Parents has been makes me think this is something people really want.
- I have asked Gloria Guinee to help facilitate the Time For Parents group. Chad and I will also facilitate throughout the year
- We will do All Worship on the 1st Sunday of the month throughout the school year. This will make it easier for families to remember. All worship is a great way to get families involved in the service and we see more families attend on these days.
- Natalie Larson will help with preschool music again next year
- I have talked with Dale Newton and he will write the Christmas play for the elementary children. We will likely do less practice times and try to figure out a way that more students can be involved.
- I have scheduled 2 park days for families this summer so that we can stay connected
- I have been helping Lori recruit volunteers for VBS
- I will be writing lessons for the fall and recruiting teachers for the fall
- We need to hire a Childcare coordinator and have the childcare center available for families throughout the year on Sundays and for special events etc.
- We have moved the Children's Worship area to the sanctuary- the space is not ideal but we can make it work for the summer. There were some complaints about the noise and that the children are distracting.
- I will be buying instruments for the children to use at the end of the service so we don't have to borrow each week from the preschool
- People seem to like the new way of doing the noisy offering- the children feel very special to be helping with the service.

- I bought plants and pastries and Stacy wrote thank you cards for the quilters as a thank you from the staff for all of their work on the baptismal and graduation quilts.

Darla Goble
Children & Family Ministry Director

OSLC Youth and Family Ministry Report – June 2018

- 1.) Sr. High Youth
 - a. Finalizing mission trip plans. Plane tickets, hotel, and transportation are all booked. Our next mission trip teambuilding night will be on Wednesday June 16th, at Dan and Lori's house in Stillwater. There will be a potluck, some team building time, and a bonfire. I have also begun to design the t-shirts for the trip.
- 2.) Jr High Youth
 - a. Camp Wapo begins June 23rd. Darla and myself will be at the Camp during the week.
- 3.) Time for Parents Group
 - a. An email was sent out to parents who participated in this group last year about possibly changing the time the group is offered. There was a large response given by the parents which indicated to me that they are very satisfied with the group and would like to keep it at the same time slot. Time for Parents will continue to meet on FF Formation days from 9:15a to 10:15a

Report to the Board for May/June
Submitted by Chad Larson
Youth & Family Ministry Director
6/14/2018