

<p>November 15, 2018 -Our Savior’s Lutheran Church Board of Directors Meeting Mission Statement: Our Savior’s Lutheran Church is a caring community called by Christ to serve and live in faith. MEMBERS PRESENT Voting: Marci Gaertner, Meredith Caskey, Ray Valley, Joel Frost, Amy Stoffer, Greg Otsuka, Pastor Christine Wenzel Ex-Officio/ Visitors: MEMBERS ABSENT:</p>	<p>Time Called To Order: 6:38pm Time Adjourned: 9:27pm Location: Family Room- OSLC Meeting Lead: Ray Valley Recording Secretary: Marci Gaertner</p>
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DISCUSSION	RECOMMENDATIONS/ ACTIONS/ MOTIONS	RESPONSIBLE PARTY	
		Staff	Board
<p>Reading of OSLC Mission Statement Devotions</p>	<p>Devotions by Ray regarding recent Star Tribune article “<i>Fastest Growing Religion is None.</i>” Discussion: Where does OSLC fit in this picture? How do we reach the “nones?”</p>		
<p>Approval of Minutes from last Board meeting (Oct. 2018) Approval of Meeting Agenda</p>	<p>Approved electronically 11/4/18 Motion to approve by Amy, second by Meredith, approved.</p>		
Pastor Report	See attached		
Staff Report	Those submitted are attached.		
<p>Committee Reports: Finance Giving Team Nominations</p>	<p>Finance: Budget review. Chris Buse would like to establish a regular “cadence” with monthly meetings. Giving Team: debrief of congregational dinner 11/11/18—see Pastor Report. Nominations: Process continues, board members to contact potential candidates. Call committee members</p>		

<p>Human Resources</p>	<p>also being sought hopefully in time to install at annual meeting. Questionnaire for those interested in serving on call committee being finalized. Christine to discuss with Kathy, get in Eblast ASAP, Meredith to make announcement December 1st service Closed minutes</p>		<p>Christine, Meredith: forms for call committee</p>
<p>Treasurer's Report</p>	<p>Joel summarized: Building fund is running short by about one payment but general budget ahead. Looking for final push in December. Feels we are in good position.</p>		
<p>Old Business: 2019 Budget</p> <p>Transition Team Update</p> <p>Children's Ministry Job Description</p> <p>Review of Planning Calendar</p>	<p>2019 Budget: Deferred –will meet separately for this due to time constraints this meeting.</p> <p>Transition Team: Amy reports recent Eblast with update as well as website timeline updated. Currently working on Ministry Site Profile needed to begin call process. Goal to have this done by December 20th board meeting for review before the 1/13/18 congregational presentation with Bishop Lull at OSLC.</p> <p>Children's Ministry Job Description: back to HR to finalize with suggestions.</p> <p>Planning Calendar: in view of time constraints, Ray provided link for board members to review.</p>		
<p>New Business: LED Proposal for hallways and LADC</p>	<p>Proposal being reviewed by Property and Grounds for final recommendation.</p>		
<p>Member Concerns</p>	<p>None</p>		
<p>Next Meeting Adjournment Concluding Prayer</p>	<p>December 20th, 6:30 pm Motion by Meredith, second by Greg to adjourn, all in favor.</p>		

Pastor's Report—October 2018

STAFF

- Program staff to meet together and finish calendar through May 2019

HR TEAM

- Decided to meet individually and in group with program staff to go over the newly completed Employee Handbook.
- Julene to finish staff files.
- Director of Children and Family Ministry job description is completed.

FINANCE TEAM

- Updating the OSLC Internal Financial Controls.
- Chris Buse, Joel and I met to go over the latest budget proposal
- Chris Buse has been asked to take the Treasurer position on the Board.

TRANSITION TEAM

- Working on the Ministry Site Profile. Hope to finish by end of 2018.
- Bishop Lull will come to go over the profile with the congregation on Jan. 13, 2019

WORSHIP

- November 4th (All-Saints) all -worship with service projects completed by members along with treats. Sponsored by the Health and Caring Leadership Team.
- Worship Meeting on 11-18 to review purpose of this team.
- Next All-Worship will be held on Dec. 2. Michael is putting together all the music groups to perform at worship.
- Working with Jane to plan all the special services in December.

GIVING TEAM

- Thank you to the Giving Team members for their work on the first “Complimentary Stewardship Celebraton Dinner” on Sunday, 11/11 at 5:30. We had special music, a speaker, and a time to receive pledge cards.
- Dinner catered by the Scheel family.
- Took in around 50 pledge cards at the event.
- Will gather early in Dec. to debrief and share feedback.

NEW MEMBER ORIENTATION

- Orientation will be held on Sunday, 1/6/19.
- New Members will be received on 1/13/19.

OTHER

- Baptism 11/4/18 and 11/18—both at 10:30 service
- Having surgery on my hand 12/3. Will be out of the office for a few days to recover. Pastor Keith will be on call and preside at the Wed. worship service on 12/5.

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

Our Savior's Lutheran Church
Staff Report

Name: Chad Larson

Program/Ministry: Youth and Family Ministry

Date: 11/21/18

Activities Last Month

Confirmation Service Night- Oct 24th- Our Confirmation Small Groups participated in numerous service projects such as making tie blankets, helping out with church cleaning/organizing, and Harvest Festival Prep.

Rite of Confirmation- Oct 28th- 28 Students were confirmed. The service was a huge success and everything went very well.

Harvest Festival- Oct 28th- Another successful year! This was a community effort with many volunteers including our Jr. High and High school Students. Attendance was a bit smaller this year probably due to the Viking's game but the event was no less impactful to those who attended, We had a chili cook-off contest, pumpkin carving contest, costume parade, bingo, food stand with hotdogs, donuts (made by Dave and Laverna), cider and popcorn. Our Mission Activate team also had a stand set up for people to make tie blankets to later be delivered to the homeless camp in Minneapolis. This was an intergenerational community activity. Next year we will be adding a Ski ball game and a Salsa contest.

High School Lock-In- Nov.2nd- We had around 20 students stay the night at the church. We started of with appetizers at Applebee's followed by games and fellowship at the church. The lock-in went from 7p to 9a Saturday morning.

Mission Activate- Nov. 4th- High Schooler's and chaperones went to Minneapolis to deliver the blankets made to the homeless camp. This was most certainly an eye-opening time for all of us and an experience we wont soon forget. Following our time delivering blankets and speaking with the homeless we circled up to chat about what we had seen and experienced. I was proud that our students planned and implemented every aspect of this service project from gathering the donated material, to making the blankets, to delivering them to those in need. What a wonderful night it was.

Donut Fundraiser Nov- 11th- All proceeds for this fundraiser go towards our 2019 mission trip. We made close to \$1100 after expenses.

Jr. High Youth Groups- Meetings continued throughout the month with an average of 10-15 students on Sunday mornings and 25-30 students on Wednesday's.

High School Youth Group- Meeting continued throughout the month with an average of 15-20 students attending. Our new schedule for youth group is working great! Our students are really enjoying the new worship element.

Upcoming Activities/important dates

Mission Activate Dec. 2nd – Students will be collecting hygiene items to be donated to Brittany's Place which a center for sexually exploited women in Minneapolis. We will then deliver the items to their located and help clean their facility and organize their current donations. For more information on Brittany's Place you can visit.

Jr. High Lock-in Dec. 7th- Students grades 7th-9th will meet at the church at 6p for a night of games, food, and fellowship.

Tentative Mission Trip Information Meeting Dec. 11th- Our students have decided on Portland, OR for our 2019 High School Mission Trip. I have registered us for 40 spots through Youthworks Mission Organization for the dates of June 14th-22nd. I am going to try and get this informational meeting in so we can know how many students are committing. This meeting will include our projected statement of income and expenses, information on the Portland community we will be working in and possible activities before and after our service work.

Winter Wipe Out Jan 18-20th- registration has begun and we currently have 17 students signed up. Winter Wipe Out is held at Camp Shamineu in Motley, MN. We will rent vans to take us there. The retreat includes live worship with an evening speaker, broomball tournament, volleyball tournament, dodgeball tournament, horseback riding, shooting range, rock climbing wall, indoor skate park, and much more.

Items needing the board's attention

Our Savior's Lutheran Church

Staff Report

Name: Darla Goble

Program/Ministry: Children's Ministry

Date: 11/ 19/18

Activities Last Month

- Mom's Night out was on October 18. We had 10 moms at my house for a bonfire and fellowship. We had a great evening of getting to know each other better. We have had a core group of moms along with different moms who can make it each month.
- We had 2 baptisms this month. One was a baby of one of my YoungLives moms. I was at the baby's birth and also had the privilege to be asked to be her Godmother.
- I participated in the Graduation packing event on October 24 to make boxes to send to our college kids.
- Volunteers and Chad and I planned and implemented the Harvest Festival. We had over 200 people attend. We had 20 people make chili for the chili cook-off! We served hotdogs, popcorn and donuts. The youth helped with running the carnival games. LADC helped with face painting and the Cake Walk. Marty Guinee led Bingo. I heard many people say this is their favorite event that they look forward to every year. People of all ages attended and volunteered. Many LADC families attended the event.
- I decided songs and finger plays for the Preschool program and we have already started practicing during class on Faith Formation days.
- I have asked Pastor Keith to read for the Preschool program to bring an intergenerational feel to the program.
- Chloe Knuteson and Lauren Guinee wanted to teach the students Silent Night in Sign Language as a tribute to Linnea Natwick. They are teaching the Sunday and Wednesday students each week and they will perform it at the Christmas Program. All students will have an opportunity to perform during the Christmas program in this way
- Dale Newton has written the Christmas Program and has posted the sign up in the Gathering area. I have been recruiting students and musicians for the program. We will only hold 2 practices this year in an effort to accommodate family's busy schedules.
- I met with my Children's Ministry Committee to discuss how the year has been going and to talk about the upcoming months

- I have been working with the students who perform the skit for the All Worship Sundays. They practice many times and have put a lot of thought and effort into their part of the service.
- I have been helping with set up of the CLC before services to make sure everything is in order
- I worked on my Dream List for Joel
- Planning and implementing lessons for Sundays and Wednesdays
- Met with the Worship committee about Worship planning
- Coordinated with Gloria Guinee about Time For Parents
- Overseeing Nursery- We have lost another member of the team so we need to find more adult volunteers
- We have been having 10-20 kids at Jesus and Me
- Many kids are helping with the Noisy offering and music at the end of service

Upcoming Activities/important dates

- December 2- I will be planning and implementing the intergenerational activity
- Program practices for preschool and Elementary students
- December 16- Christmas Program and Celebration
- Getting small gifts for volunteers for Christmas
- Small gift bags for students for Christmas
- Planning for Baptism Party on January 26
- Planning for Tubing and Tailgating February 1
- I will try to gather some high school students to do an activity with kids on the day of the Annual Meeting as we don't have Faith Formation that day

Items needing the board's attention

- I have some concerns about VBS for the coming year- I have discussed this with Christine and Meredith
- I would have liked for there to be more said about the possibility of making the Children's Ministry position Full-Time as we discussed with the congregation about pledging. I hope that in future conversations that will be made clear.
- I have discussed with Meredith other concerns I have about the Children's Ministry position. She said she will bring them to the Board to discuss. These include:

- VBS- the amount that is brought in and spent on VBS and whether that amount has covered what we pay for the stipend given to Lori
- raising the fee for VBS for those who don't attend our church
- Who is in charge of VBS this year-planning is already happening for VBS
- The hours I have currently been working after taking on Jane's Position and some of Dawn's tasks and the Boards expectations for the Full Time Position
- My concern about the budget and pay and how much time I will have to transition from my other job if I am asked and accept to come on Full Time at OSLC

Name: Stacy Meyer

Program/Ministry: Parish Nurse/ Stephen Ministry

Date: Nov 2018

Activities Last Month:

- Operation Christmas Child
- Giving Tree prep
- Trained in Stepping On Program to teach classes
- Stephen Ministry training and commissioning
- Service Projects for Nov 4th
 - a. 30 flu care kits for local Community Thread
 - b. 44 personal care kits for Lutheran World Relief
 - c. 108 rolls of bandages to go to Global Health Ministries
- Continued planning and coordination for Evening of Holiday Peace on Dec. 2nd
- Assembled 43 Advent gifts for our (POE) group. People over 80 to be distributed on Dec. 2nd at worship.
- Continued progress on room between my office and Chad's office.
- Helped plan and coordinate the Stewardship Celebration Dinner
- Attended monthly meeting at Lakeview Hospital with the other 7 Parish Nurses in our community

Upcoming Activities/Important Dates:

- Dec 2nd- Evening of Holiday Peace
- Blood Pressure Clinic on December 16th
- Healing prayers offered during communion of the 0800 service
- Giving tree collection and distribution in December.

Items needing Board's Attention:

*Nothing at this time

**Our Savior's Lutheran Church
Staff Report**

Jane Gay
Worship & Music Ministry
11/15/2018

Activities October

Wednesday 10/3 5:30 All Worship
Sunday 10/7 9:30 All Worship followed by Potluck - PEP Leadership
Sunday 10/28 10:30 Reformation Sunday - Affirmation of Baptism

Musical Offerings October

Ada Burns
Good News!
Joyful Ringers
JuBellate
Kingdom Choir
Little Friends

Upcoming Activities/Important Dates November

Sunday 11/4 9:30 All Saints Sunday - All Worship followed by Service Projects
Wednesday 11/7 5:30 All Worship
Wednesday 11/21 7:00 Thanksgiving Eve Worship

Sunday 11/18 11:45 Worship Music Art Committee Meeting - OSLC Family Room

Items needing the board's attention

Our Savior's Lutheran Church

Staff Report

Date: November 9, 2018

Name: Jon Burke

Program/Ministry: Maintenance Manager

Last Month Activities:

Washington Co. Dept. of Public Health & Environment was here on November 7 for LADC. They tested our dishwasher. Results, passed all tests. Good for another year.

Upcoming Activities/Important Dates:

Items Needing the Board's Attention:

**Our Savior's Lutheran Church
Staff Report**

Date: November 15, 2018

Name: Kathy Newton

Program/Ministry: Office Administration

Last Month Activities:

- **Regular office responsibilities:** Tuesday eblasts, Sunday bulletins, email & phone responses to questions and work requests by staff, congregants, committees & church board, submitted bi-weekly staff payroll sheet.
- **Purchases:** Kitchen supplies, confirmation cakes & misc. paper supplies, coffee
- **Program Work:**
 - Children & Family Ministry** –Miscellaneous Faith Formation requests -- emails to Faith Formation families, name tags, copying requests.
 - Youth & Family Ministry:**
 - a. Generated all the 10th grade confirmation certificates, name tags & robe tags.
 - b. Logged-in confirmation worship notes & attendance records.
 - c. Updated church database with confirmation information for each student.
 - d. Entered all OSLC release forms into spreadsheet.
 - e. Ordered & picked up confirmation cakes for Oct. 28 service.
 - f. Recorded contributions to Mission Activate
 - Parish Nurse** – Created Giving Tree Tags
 - Committee Requests** –
 - a. Sent out payment reminders for Meals from the Heart participants.
 - b. Sent an email reminder of location & time to all those who signed up for Meals from the Heart.
 - c. Created announcement for PEP Christmas Lunch & sign-up sheet.
 - d. Created & duplicated 2019 pledge cards

Upcoming Activities/Important Dates:

- December: Working on bulletins for Advent & Christmas.