

Our Savior's Lutheran Church

Staff Report

Name: Darla Goble

Program/Ministry: Children's Ministry

Date: 3/11/19

Activities Last Month

- Recruited more nursery helpers through eblast and bulletin memo. Sam McCoy and Brittany and Nathan Gottwait will be in the rotation. I talked with Meredith Noggle. She may continue on as the coordinator since we have more helpers now. I let her know that we had decided we just needed nursery available throughout the Faith Formation year so we will have it available until April 28. We will need to do background checks for these new volunteers.
- Working with Skit team to plan the skit for All Worship services
- Attended the Worship team meeting
- Moms Night out was held at Angela Krough Kyndberg's House. 7 moms attended.
- Helped with planning All Worship and potluck for March.
- Attended 5 hour decorating for VBS at Shepherd of the Valley. 2-3 more all day decorating days have been planned. I put the info about this decorating day out to my committee and in the eblast and bulletin. I texted the Mission activate students and several of them attended along with Nicole Hegerness and the Olson Family. I continue to cast the vision that we need help from the congregation for VBS.
- I continue to recruit volunteers for VBS. We still have many spots available. I am looking for more adult helpers.
- VBS registration is on the website along with sign up genius for VBS volunteers. I have been personally asking people to sign up to help.
- VBS registration fee was raised to 40.00 before May 1 and 45.00 after May 1. We will need to order a dumpster this year and we have not raised the cost of our VBS in some time.
- I am planning a couple of preschool play days per month. These will be opportunities for kids and parents from the community to come and play in the CLC from 9-10:30am on a couple of Mondays a month. I will have a few activities set up and large motor play. I am borrowing some of the LADC equipment. I will offer coffee for parents and a snack for children. This will be an outreach to the community and our congregation.
- I am working on 1st Communion class planning. Pastor Christine, Ray Lundgren and Sue Ortman will help with the class.
- I am working on the 5th and 6th grade spa day.
- I am planning to attend the LADC board meeting scheduled for March 21 at 2:00 in Minneapolis.
- Planned Moms night out for March
- Promoting Camp Wapo- 4 seeds kids and 15 youth are registered for camp
- Ordering and buying supplies for VBS

- Reading all the VBS manuals and watching training videos
- Meeting with Lori to plan VBS
- Jan Leppla helped with our 1-4th graders class to teach them how to make soap as part of their Last Supper Lessons. I continue to try to find ways to bring our generations together.

Upcoming Activities/important dates

- March 18- 9-10:30- Preschool Play Day in the CLC
- March 23- 3:00-5:00- 5th & 6th grade spa day
- March 29- 6:00-8:00- Moms Night Out at Lara Otsuka's
- April 2- 1st Communion Class
- April 7- All Worship, 1st Communion
- Maundy Thursday & April 24- 1st Communion
- April 6- VBS decorating day at Shepherd of the Valley

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Staff Report

Name: Stacy Meyer

Program/Ministry: Parish nurse and Stephen Ministry

Date: March 15, 2019

Activities last month:

* Trained to be a leader/teacher in Tai Ji Quan. I am certified to teach the class and I would like to teach one class at the hospital in one class at OSLC next year.

* Blood Pressure Clinic on the third Sunday of every month. Six people visited my clinic day.

*Healing prayers continue to be offered at the 8 o'clock service during communion time.

* I am part of the VBS planning team. I will be on duty the whole time of VBS for emergencies. I am making first aid kits that will be available in three locations. I will make volunteers aware that I am available to help at any time if they need it.

* We had our advisory board breakfast at Lakeview Hospital on March 7. This is where the parish nurses and their pastors meet with Lakeview foundation board members and supporters to continue to show our work in our churches and community. Two parish nurses were highlighted in a video and I was one of them. We had two members of OSLC talk about the benefits of having a parish nurse. I will send the video via email and it will be made available to anyone who would like to view it. Stat reports were shared at that time and the attendees were "very pleased" with the number of contacts made in 2018.

*Coordination of volunteers and meal train to help those who have had surgery in the past four weeks.

*I am available during the worship service at 11:30 and also after for soup lunch.

* I continue to make as many visits and contacts as time allows.

* Co-hosted a party for one of our members who celebrated 2 very large milestones last month. Also attending biweekly meetings at her home with her social worker and PCA.

*Coordinated items and donations for a members son who is going through a very hard time

*Completed service project for the eighth grade lock-in. I prepped for the youth groups to work together and put the dry ingredients together to make two different types of soup in a jar. All that is needed to be added is water. There are 60 of them made and will be available in our prayer room for anybody to pick up at any time.

*All of the items that I would like to have in the prayer room will now be available as of next week. This will include prayer shawls, laminated Bible verse cards and wooden crosses. These were purchased last week and will also be available to anyone who wants to come and get them for either themselves or someone in our community that is suffering.

*Stephen ministry continues to be going strong. Due to surgeries, A couple of our Steven Ministers are not available yet. I have three care receivers that are members who are waiting for a Stephen Minister. This shows the absolute need for such a great ministry. We continue to meet every other Thursday night in our supervisory group meetings to make sure everything is going Well.

Upcoming activities and Important Dates:

*The Health and Caring Leadership Team is hosting an appreciation day for our Sunshine Card Club on April 3rd before Lenten Worship. We will be using this time to thank them for writing cards and calling members in need, it will also be asking for their feedback to see how we can best support them. Will be purchasing them cards and stamps and put into gift baskets so that They don't have to pay out of their own pocket.

*Our next health and caring leadership team meeting is on Wednesday March 20th.

*Prep and planning for Senior Faith and Health Day continues. This will be held at OSLC on April 30th. Our capacity cap is 215. Boutwells is again catering the lunch at no charge.

*Coffee and conversation has been canceled for the month of March and April due to the Lenten worship service and soup lunches on Wed. Coordinated rides for people to get to afternoon service. It will resume again after Lent is over in May.

* I will be teaching a Stepping On class at Lakeview Hospital starting in May and we have three members at OSLC that have signed up.

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Staff Report

Name: Jane Gay

Program/Ministry: Worship & Music

Date: 3/15/2019

Activities February

2/3 Sunday 4 Epiphany 9:30 All Worship

2/6 Wednesday 5:30 All Worship

Musical Offerings - Joyful Ringers, JuBellate, Kingdom Choir, Chad Larson, Praise Team

2/21 Thursday 6:30 Worship & Music Committee Meeting

Pastor Keith Lentz, Chair

Pastor Christine Wenzel, OSLC Board Representative

Michael Bloem, Sharon Eichten, Jane Gay, Traci Glaser, Darla Goble, Chad Larson, Dale Newton, Dan Olson, Sue Ortman, Terri Rose

Upcoming Activities/Important Dates March

3/3 Sunday Transfiguration of Our Lord 9:30 All Worship

3/6 Ash Wednesday 11:30 Sanctuary & 6:30 CLC - Visuals Peter Conery

3/7 and ongoing - Praise Team will rehearse Thursdays 7:00

3/10 Sunday 1 Lent 8:00 Kyrie ELW 602 in lieu of Setting 8 Kyrie

3/10 Sunday 9:00-9:45 Summer Worship Task Force Meeting

4/21 Easter Day - Holy Communion 8:00, 9:15, 10:30 - 4 Intinction Stations

5/1 Wednesday 5:30 Volunteer Appreciation

5/5 Sunday 3 Easter 9:30 Volunteer Appreciation + Potluck

Summer Sunday Worship 2019 8:00 & 9:30 with the exception of a single 9:30 Worship May 26, July 7, September 1

3/13 - 4/10 11:30 & 6:30 Holden Evening Prayer Wednesdays Sanctuary

Visuals Peter Conery (Peter's first PowerPoint work at OSLC was 1/20 9:30 CLC -

"A Service of Prayer and Preaching Celebrating African American Song" led by Good News!)

3/17 Sunday 2 Lent 8:00 Sanctuary

Visuals Peter Conery - Continuing into May with feedback noted March - May

3/21 Thursday 6:15 Worship & Music Committee Meeting

3/24 Sunday 3 Lent 4:30 Senior High Activate Worship

3/31 Sunday 4 Lent 4:30 Senior High Activate Worship

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

Date: March 15, 2019

Name: Jon Burke

Program/Ministry: Maintenance Manager

Last Month Activities:

- Snow removal (ongoing throughout month).
- Trip to Menards for supplies
- Repair vacuum cleaner
- Worked Potluck Sunday
- Gillo day off – cleaned pre-school for him.
- Commercial Refrigerator in kitchen pantry broke down, called repair company to look at it, they ordered a condenser but when it arrived it was too small, they recommended we purchase a new refrigerator.
- Many set-ups for Lenten activities.
- Assembled new furniture for family room.
- Shoveled East entrance roof.
- Mounted frame for "We are Woven Together."
- Ordered lawn fertilizer for 2019 season with "Lawn Green, Inc."
- Watered grand piano.
- Set-up for quilters and other requests by staff & committees.

Upcoming Activities/Important Dates:

- Maybe order a new refrigerator – need to remove existing one first
- Set-up for Spa Day.

Items Needing the Board's Attention:

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

Date: March 15, 2019

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 sheets.
- **Purchases:** Kitchen paper dessert plates. Office paper & supplies. Copier staples.
- **Program Work:**
 - Children & Family Ministry**
 - a. Sent out emails to Faith Formation families regarding schedule updates & reminders, (Moms Night Out, Spa Day, Birth-Preschool play date, etc.)
 - b. Set-up VBS registration system for summer 2019.
 - c. Printed copies of all VBS manuals and materials for 1st communion class.
 - d. Put together baptism materials for Tennessen baptism.
 - Youth & Family Ministry:**
 - a. Logged in Youth paperwork & payments: 2019 Mission Trip.
 - b. Formatted & printed Lenten study guides for Mentor/Mentee's to use during Lent.
 - c. Set-up Mentor/Mentee bins and folders for 8th & 9th grade confirmation.
 - d. Set out donut pre-order sheets for Youth fundraiser.
 - Pastor & Board**
 - a. Laid out and printed Lenten Brochure "Life of the Beloved Community -- Spiritual Living in a Secular World."
 - b. Scanned, cropped, enlarged and printed Lenten readings for Wednesday evenings. Emailed each reading to appropriate volunteer.
 - c. Updated worship attendance in google drive and submitted Jon and my staff reports.

Upcoming Activities/Important Dates:

- Holy week bulletins