

Pastor's Report – April 2019

STAFF

- Continue to support and stay connected with the board.
- Thank you to Char Schuld for leading staff in a painting project as relationship-building exercise. Everyone really enjoyed it!

HR TEAM

- Is there a need for board approval of job descriptions for Custodian and Building Maintenance Manager, Nursery Coordinator, Music Leaders, Kitchen Coordinator.
- Still need to perform reviews for Custodian, musician, and office admin.

FINANCE TEAM

- Changed our meetings from the 3rd Wed. to the 2rd Wednesday/Month
- Update Policy and Procedures – Job responsibilities were delegated to the whole team. I met with Orv Johnson and Susan Smith to prioritize policy updates for the Finance Team.

WORSHIP

- Thank you to all who participated in the Lenten Wednesday Services!
- I hope everyone enjoyed the Palm Sunday service – “Cry of the Congregation” by Walt Wangerin, JR. I will leave the order information with Jane, in case the congregation wants to repeat this service in the future.
- Bulletin preparation/sermon writing for Holy Week Services and Easter. Thank you to all of the musicians who participate in these services. Thanks to Peter Conery for his well-done slides for worship.
- Thank you to Joel and Kathy for connecting the wiring the internet so that there is a stronger signal in the Sanctuary and internet is not lost during the services.
- Volunteer appreciation Sunday will be May 5th. One service at 9:30 followed by a potluck.

GIVING TEAM

- Possible theme: “Gratitude with an Attitude”
- Ray is in charge of Simply Giving. He will follow up with job description for Alicia.
- Chad presented a great idea for year-round and first time giving.

OTHER

- I will be on vacation (Moving Doug's 92 yr..mother in Texas) from Monday 4/22 – 4/29.

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

Our Savior's Lutheran Church

Staff Report

Name: Darla Goble

Program/Ministry: Children's Ministry

Date: 4-11-19

Activities Last Month

- Planning and implementing Faith Formation class Lessons
- Attended the LADC board meeting in Minneapolis
- Planned and led 5th & 6th Grade Spa Day for students and their moms. Jan Leppla led a lotion making demonstration. Ten Moms and their daughters enjoyed a day of pampering each other. A couple of the students brought friends too! One mom shared that she had great conversation with her daughter as they spent time together.
- Time for Parents continues to have a great impact on our parents. We have had a core group of parents who attend every week.
- Our 1st-4th graders have been learning about the Plagues, The Last Supper and Passover. As a wrap up to the lessons, I asked Shannon Goldstein's Mother-In Law to come in and talk with students (1-6th grade) about a traditional Seder dinner. She shared with students about the meaning behind the meal and explained about the Jewish tradition. Students tasted the foods from the Passover meal. Shannon, Chad and Eve Goldstein also helped with the lesson. Students heard Chad Goldstein say prayers in Hebrew and they learned a song in Hebrew. I heard from parents that their students really enjoyed this lesson.
- I attended a play that 2 of our OSLC students performed in
- The Olson family, Nicole Heggernes and I attended the Saturday VBS decorating event at Shepherd of the Valley Church. I let the congregation and parents know about this event through many ways but we had very low turn- out of volunteers.
- I planned, recruited volunteers and gathered supplies for the 1st Communion class. Ray Lundgren, Sue Ortman, Dave Shaw and Pastor Christine led the stations. Pictures are available on facebook. I helped plan the service for the Sunday 1st Communion students. Two more opportunities are available for the students to receive their 1st Communion.
- I met with my Children's Ministry Committee to give an update and talk about future plans for Children's Ministry
- Stacy and I visited one of the OSLC children who broke her arm and had surgery
- I have been making the supply list for VBS and making a list for the donation tags. I also meet with Lori Olson weekly to discuss VBS planning
- I continue to try to recruit volunteers for VBS.
- I worked with Kathy on a VBS postcard that will be sent to families and LADC children.

- I helped with planning All Worship and worked with the skit students
- I recruited readers for the Good Friday service
- We have 30 children and youth signed up for camp Wapo- I have been talking with families who need scholarships
- I am working on plans for the 2 & 3year old FaithMarker
- We had our second Preschool Playday. 10 moms/grandparents attended with their children. Pictures on Facebook

Upcoming Activities/important dates

- I will be assisting with the LADC circus and graduation party
- April 18 & April 24- students receive 1st Communion
- April 24- Wednesday programming begins again after Lent
- April 28 and May 1 are last days for Faith Formation
- April 26- Mom's Night out at Lara Otsuka's
- Planning Volunteer appreciation for May 1st & 5th
- May 3- 6th Grade Lock In
- May 5th –Volunteer Appreciation & Potluck
- May 19- 5 & 6th grade Fishing Outing
- Working on VBS- Donation board will go up soon

Our Savior's Lutheran Church

Staff Report

Name: Chad Larson

Program/Ministry: Youth and Family Ministry

Date: 4/15/19

Activities Last Month

- Mission Trip
 - o Team Building Meeting: March 21st we met for our first team building meeting as a group. There were some fun activities that we did to help us start working together as a team. We also discussed some details of our trip and began visioning for what God might be calling us to do in Portland this summer. Following the whole team meeting, the leaders of the trip (Curt Call, Jeff Johnson, Lori Olson, Shelly Hill, Caitlin Delander, and Chad) met to talk about responsibilities. We dove into Strengthsfinder and talked about how our top 5 strengths would best fit into our leadership roles for the trip.
 - o Donut Fundraiser: We had our 3rd and final donut fundraiser for the year on Sunday April 14th. Special thanks to Dave and Laverna for donating their efforts and time to help us raise money for our trip. We appreciate them so much! Our church loves their donuts!
 - o Shelly Hill has created a new fundraising opportunity for our trip. She has set up a GiveSendGo crowd funding page in an effort to get more online donations.
- Jr. High Lock-in
 - o We had our second and final Jr. High Lock-in of the program year on April 12th. We played games, had snacks, and watched movies till the early hours of the night! Special thanks to Caitlin Delander, Abby Scheel, and Jake Olson for their help leading. We all had a blast! Lock-ins are always a great way to be in community with each other!

Upcoming Activities/important dates

- Mission Trip
 - o Kowalski's Fundraiser April 20th
 - o Easter Breakfast Fundraiser April 21st
- SCVYMA meeting to plan Summer Stretch for summer 2019
 - o Chad will be meeting with other youth directors in the valley to talk about and plan Jr. High Summer Stretch. Summer Stretch is an ecumenical event where Jr. High students gather for four Wednesdays in the beginning of the summer to do service work in our community in the morning and a fun activity in the afternoon.
 - o Confirmation Fun and Finale Night is on May 1st and will be our last confirmation meeting for the program year.

Our Savior's Lutheran Church

Staff Report

Name: Stacy Meyer

Program/Ministry: Parish Nurse/ Stephen Ministry

Date: April

Activities last month:

- *Planning for Dementia Friendly day on June 9th
- *Pocket prayer shawls are being made for our Place of Peace Room to hand out.
- *Planning to have volunteers (Stephen Ministers) be available in the Place of Peace Room right before and after Sunday service for anyone who needs prayers.
- *Emergency procedure task force: We now have a group to work on medical emergency response action plans at church. The members are Stacy Meyer, Sue Hedlund, Ray Valley, Tony Kimlinger and Sue Russell. Initial meeting to be scheduled in May.
- *Worked on setting up spread sheet for communication between parish nurse and pastor. This will allow a better tracking system for the pastor and the nurse to make sure no one gets missed.
- *Working on getting wall mounted lock box for members who visit others can document who they have seen and communicate that to both Pastor and Parish Nurse.
- *Planning and preparing for Senior Faith and Health Day on April 30th. Currently, we have 190 people signed up.
- *Visitation and volunteer coordination continues to members.
- *Stephen Ministry meetings continue every other Thursday evening. Next one scheduled for April 25th.

Upcoming Activities/Important dates:

- *Recognition of volunteer appreciation day on May 5th
- *2 Baptisms scheduled for May 5th. Newborn ministry gift basket is blessed and given to families
- *Recognition of Dementia Friendly day on June 9th with bulletin Inserts going in Sunday Bulletins.
- *Stepping On Class begins Tuesday May 7th taught by Stacy Meyer- FCN at OSLC and Deb Mahoney-FCN at First Presbyterian.
- *Next Health and Caring Leadership meeting will be on May 15th.
- *Coffee and Conversation continues every 1st Wednesday of the month at 1pm. Next meeting at Boutwells will be May 1st in the Skyview Lounge at Boutwells. 2 additional members will be joining our group in May.
- *Next Parish Nurse meeting will be May 8th at Lakeview Hospital.

Our Savior's Lutheran Church

Staff Report Jane Gay, Worship & Music Ministry, 4/15/2019

Activities March

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

3/6 Ash Wednesday Worship 11:30 & 6:30

Visuals Peter Conery - Peter will continue providing visuals Into May including Lenten

Wednesdays, Sundays 8:00, 4/7 Sunday All Worship 9:30, Passion/Palm Sunday 8:00 & 10:30, Maundy Thursday 11:30 & 6:30, Good Friday 6:30, Easter Day 8:00 & 9:15 - Feedback has been very positive!

3/7 Thursday 7:00 and ongoing Praise Team Rehearsal

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, 3/20, 3/27 Wednesday *Holden Evening Prayer* 11:30 & 6:30

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

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

Musical Offerings

Keith Anderson, Dave Fabio, Good News!, Joyful Ringers, JuBellate, Kingdom Choir

Chad Larson, Rolf Larson, Pr. Keith Lentz, Little Friends, Liturgical Singers

Ray Lundgren, Karen Miller, Dan Olson, Seth Olson, Joel Ortman, Mallory Otsuka

Dave Plante, Praise Team, Christine Rasmussen, Joe Rosell, Charlotte Schuld

Don Schuld, Pr. Ed Schmidt, Andrea Valley

Upcoming Activities/Important Dates April

4/3, 4/10 Wednesday *Holden Evening Prayer* 11:30 & 6:30

4/4 Thursday 6:00 - 8:00 Kingdom Choir Rehearsal with John Ferguson
(See Good Friday)

4/7 Sunday 5 Lent 9:30 All Worship

4/11 Thursday 6:30 Worship & Music Committee Meeting

Cancelled due to Weather - Will be rescheduled in May

Darla Goble has transitioned off Worship & Music Committee

4/14 Sunday Passion/Palm Sunday 8:00 & 10:30

The Cry of the Whole Congregation - Worship for the Way of the Cross
Developed by Walter Wangerin, Jr.

4/18 Maundy Thursday 11:30 & 6:30

4/19 Good Friday 6:30

St. John Passion - Readings and Responses
Developed by John Ferguson

4/21 Sunday Easter Day Worship 8:00, 9:15, 10:30

Items needing the board's attention

Our Savior's Lutheran Church

Staff Report

Date: April 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.
- **Program Work:**
 - Children & Family Ministry**
 - a. Completed updating and printing materials for First Communion FaithMarker. Created First Communion certificates and name tags.
 - b. Updated and mailed VBS postcard to all families with appropriate age children.
 - c. Multiple emails sent to different Faith Formation groups.
 - Youth & Family Ministry:**
 - a. Logged in Youth paperwork & payments: 2019 Mission Trip.
 - b. Donut Fundraiser: Pre-order signup sheet, bulletin & eblast announcement, etc.
 - c. Easter Sunday Breakfast: bulletin & eblast announcements, bulletin inserts updated and stuffed in bulletins for 2 different Sundays, egg bake sign-up & sign created and set-out on Welcome Desk, logged in donation sheets
 - Pastor & Board**
 - a. Multiple holy week bulletin drafts created along with distribution of readings for special services.
 - b. Updated Board website: minutes, attendance, staff reports & financial info
 - c. Submitted Jon and my staff reports.

Upcoming Activities/Important Dates:

- Send bill to LADC for their portion of the new refrigerator.
- Check into getting Stacy Meyer a church credit card.
- 2019 Graduate list & invitations need to be created & sent.
- New business cards for staff with updated phone numbers.
- Begin putting together vendors to be contacted for new copier lease. Two meetings already set up in May (Toshiba & Coordinated Business Systems).

Our Savior's Lutheran Church

Staff Report

Date: April 15, 2019

Name: Jon Burke

Program/Ministry: Maintenance Manager

Last Month Activities:

- New refrigerator ordered and delivered. Removal of old one.
- Bought building supplies
- Attended Property & Grounds meeting
- Carried out many building set-up requests from staff and committees
- One furnace needed to be repaired
- Shoveled snow

Upcoming Activities/Important Dates:

- Easter week. Very busy with multiple requests to complete