

Name: Pastor Karna

Program/Ministry: Senior Pastor

Date: October 25th - November 21st

Activities Last Month

- Attended & Participated in meetings:
 - Met with Richard Bauer from Vanco—Give plus app
 - Giving team—with special guest Richard Bauer from Vanco/ giveplus ap
 - Property & Grounds
 - Ministerial at Trinity in Stillwater
 - Weekly pastor text study (for sermon preparation)
 - HR team
 - Adult Education team planning meeting
 - Mutual Ministry team: bi-monthly meetings
 - Ecumen/Zvago: one meeting
 - Health and Caring Ministries
 - Finance Team
 - Worship & Music Committee
 - By-laws and constitution revision: Met with John Lasswell twice
 - Got installed ☺
 - Women clergy lunch
 - Stephen Ministers
 - Taught an adult forum (and prepped for it)
- Worship
 - Weekly preaching
 - Anuak Benefit concert at Trinity
 - Special Family worship including confirmation of a few more students
 - Brian Moskalik & Joel Frost created a permanent computer work station for the sanctuary
 - Free 30-day trial of a new software called Proclaim for 8 am visuals
 - Creation of 8 am visuals
 - Working on sermon series for 2020
 - Casting vision for sermon series for 2020-2021 school year ☺
- Stewardship
 - Created two stewardship videos to create greater inspiration
 - Stewardship packets mailed
- Staff management:
 - Weekly all-staff meetings
 - Weekly program planning meetings:
 - CYF with Chad and Darla
 - Weekly coffee check-ins with Jon
 - Daily informal check-ins with Kathy, Chad & Darla
 - Worship planning with Jane
- Youth:
 - Taught confirmation
 - Led worship at a youth group night
 - 4 more students were confirmed on November 3rd
- Pastoral Care:
 - Met with Jennifer Agen twice over the parish nurse position
 - Three hospital calls

- Two senior living visits
- Two home visits
- Multiple phone calls
- New member outreach: phone calls, lunch with new members
- pre-marital class for a couple to be married in 2020
- Mission and Outreach
 - Served at Open Hands-Midway
 - Held three pre-baptism classes for 3 families
 - Facebook—"Meme of the day"
 - Attended Harvest Festival as "Dr. Who"
 - Had Andy Potsko play for LADC
 - Andy Potsko Concert for the wider church
 - Prepped and held new member class—5 new members joined yesterday

Upcoming Activities/important dates

- Installation service October 27th
- Fall Harvest festival October 27th
- November 13th Concert on Wednesday night featuring Andy Potsko
- November 17th: Financial commitment Sunday
- January/February: Compassion retreat for the church
- Advent and Christmas worship
- Cantata
- Christmas Program

Our Savior's Lutheran Church

Staff Report

Name: Darla Goble

Program/Ministry: Children's Ministry

Date: 11/13/19

Activities Last Month

- I had Mission Activate speak to the 5th & 6th graders about their ministry- they inspired the class to also help those in need
- The 5th & 6th graders are leading Operation Christmas Child- Students made posters, assembled the boxes and gave announcements about the project
- Communicating about needs the Gramenz family has- helping with MealTrain
- Recruited volunteers, prepped for and led Harvest Festival with Chad
- We had about 300 people at Harvest Festival including people from the community- a lot of new faces this year. All ages participated. We had Dan Olson build a Skee Ball for the event and it was a huge success. We also introduced Hammerschlagen this year. Youth did a great job and we had many volunteers to make the event a success!
- I participated with the Graduate Connection group to send 20 care packages to our graduates at college
- We continue to have a core group of moms who attend Mom's Night Out
- Parents are really enjoying Time for Parents with Gloria and Chad. I would like to see if we can start a similar group on Wednesday Nights for Parents while their students are at Faith Formation
- I helped with making the volunteer sticks that we are using to recruit volunteers for service on Wednesdays and Sundays at 10:30. I helped train people on what to do.
- I subbed for LADC twice this month to help them out until they could hire someone.
- I worked with the Skit students to prepare for Family Worship- The youth did a great job directing students on 2 Saturdays for practice and then the Sunday and Wednesday services.
- I am excited that younger students are signing up to volunteer to be in future skits for Family Worship.
- Our Little Friends Choir and Youth Bells also participated in the Family Worship. We see and increase in attendance on the Sundays and Wednesday that our students perform.
- We have begun Christmas program practice for the Preschool and Elementary students. Dale Newton is leading the Elementary Program and Natalie Larson and I are leading the Preschool Program. Practice is during Faith Formation. We have seen more interested in signing up for parts with the model of practicing during Faith Formation rather than Saturdays. Families are just too busy to commit to Saturday practices.
- I planned an implemented Preschool Play day. We had several new families join this month. Moms, dads and grandparents are coming with children to play! We had 15 adults and 16 kids at our last playday! Parents are inviting other parents and I think it has been a good outreach to the community.
- I finished our Teacher Bulletin Board and have been working with Nicole Heggernes on the Children's Worship Area bulletin board.
- Wrote thank yous for Harvest Festival
- Working with LADC and Property Committee on ordering a partition for the CLC to hide the preschool climbers once we bring them inside.
- I am working on a VBS committee and have several people who will commit to helping with VBS
- I continue to lead JAM, Children's Offering and musical instruments for children for the 10:30 service.

Upcoming Activities/important dates

- No Faith Formation- November 27 & December 1
- I am taking vacation next month
- November 21- LADC Board Meeting
- December 15 Christmas Program
- December 6- Mom's Night Out at Terri Rose Anderson' house
- December 9- Preschool Play Day

Our Savior's Lutheran Church

Staff Report Jane Gay, Worship & Music Ministry, 11/15/2019

Activities October

Sun Oct 6 6:15 Vocal/Instrumental Director Search Committee Meeting
7:00 Interview Vocal/Instrumental Director Candidate

Thurs Oct 10 6:30 Worship & Music Committee Meeting

Sun Oct 13 10:30 Affirmation of Baptism
4:00 High School Activate Worship Rehearsal
4:30 High School Activate Worship

Reformation Sun Oct 27 9:30 - Pr. Karna's Installation

October Musical Offerings

JuBellate
Kingdom Choir
Pastor Karna
Praise Team Sunday
Praise Team Wednesday
Quartet "Gottes Boten" - God's Messengers

Upcoming Activities/Important Dates November

All Saints Sun Nov 3 - 10:30 Family Worship + Affirmation of Baptism for those unable to attend Oct 13
5:00 Benefit Concert for the Anuak Community at Trinity Lutheran Church
OSLC Kingdom Choir "I'm Goin'-a Sing" Arr. William Farley Smith and
"Give Me Jesus/Steal Away" Arr. Ruth Elaine Schram

Weds Nov 6 5:30 Family Worship

Commitment Sun Nov 17 8:00 and 10:30
8:00 St. Croix Sacred Ensemble
4:00 High School Activate Worship Rehearsal
4:30 High School Activate Worship

Commitment Weds Nov 20 5:30

Nov 27 6:30 Thanksgiving Eve Worship

UPDATE Visual Arts 8:00 Sunday Worship

Peter Conery concluded Visual Arts Ministry Sun Oct 20 - Thank you Peter for your faithfulness and extraordinary work!

Pastor Karna and Brian created Visuals for Nov 3 using PowerPoint; beginning Nov 10 they are using software on a 30-day free trial basis that may be explored at proclaim.faithlife.com - Thank you Pastor Karna and Brian!

UPDATE Volunteer Ministry Enthusiasm - Wednesday 5:30 Worship

As Worshipers enter the CLC there is a hightop table with Volunteer Worship Sticks (including Instructions) which may be selected appointing that person a Worship Volunteer for that evening including:

Candlelighter
Communion Servers
Gospel Reader
Usher

Sign-Up Genius will continue for Sunday Worship - should there be vacancies at 10:30 the Volunteer Worship Sticks may be implemented as on Wednesdays

UPDATE Kingdom Choir is flourishing under the direction of Interim Director Pastor Keith Lentz
We look forward to the Dec 8 9:30 Cantata Worship with JuBellate Cantata Accompaniment as well as Musical Offering

Our Savior's Lutheran Church

Staff Report

Date: November 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. Posted Board Minutes, staff reports, treasurer's report, and attendance chart on website.
- **Special office tasks:**
 - a. Worked with Nancy Fjestad & Sue Ortman for successful planning & implementation of reception following installation of Pastor Karna.
 - b. Updated & printed 2020 Pledge card.
 - c. Printed all components of 2020 Stewardship mailing. Organized a work group to label & stuff envelopes, brought to bulk mail distribution office in Oak Park Heights.
 - d. Renewed online with Sec. of State for nonprofit status of OSLC.
 - e. Found pics of blossom & bronze reliefs for Legacy Committee.
 - f. Worked with LifeTouch on what needs to happen at OSLC for Picture Directory. This will be an ongoing task for several months until completed.
 - g. Found ushers for Thanksgiving Eve worship service. PEP group will host pie social again.
 - h. Have 7 people assisting with Picture Directory project

Upcoming Activities/Important Dates:

- Processing PEP Christmas lunch sign-up & payments
- Processing Youth Mission Trip deposits & paperwork for summer 2020
- Call meeting of Picture Directory volunteers.

Items Needing the Board's Attention:

Our Savior's Lutheran Church

Staff Report

Date: November 15, 2019

Name: Jon Burke

Program/Ministry: Maintenance Manager

Last Month Activities:

- Tested both kitchen ovens. Found no problems.
- Roof furnace broke down. I had it repaired.
- Kitchen hot water heater broke down. I had it repaired.
- Irrigation system has been winterized.
- Will change furnace filters on roof furnaces.

Upcoming Activities/Important Dates:

- Looking for approval to repair cloud T-8 lights, track lights and west parking lot lights. All to LED.