

First Lutheran Church Worship Committee

Minutes from Worship Committee meeting 8/1/19

Present: Keith Melberg, Gretchen Enoch, Anne Taylor, Pam Schroden, Harriet Wicklund, Marjean Hanson, LeAnne Jaenisch

Old Business:

- 1) Review of last month's meeting minutes and report on assignments
 - a. Special instructions for sound operators. LeAnne Jaenisch will be available after May 15th to provide training. *Ideas discussed: 1) ask the operator to arrive by 9am so they can check with the Pastor and others involved in the service that day. 2) find out and work with Choirs, soloists, etc. who may need microphones placed/used. 3) Batteries should be checked, etc. 4) assign or at least know which portable microphones are going to be used and by which participants. [Pastor on #5, Cantor on #3, Children's time on #4] 5) this could also include doing the live-stream. 6) learn to anticipate mics needed so there is no delay in turning on mics for cantor, lector, choirs, children's sermon, etc. 7) always mic piano when it's leading congregation singing. 8) Are speakers in nursery & narthex working – is training on use of control in office needed?
 - *LeAnne, attended our meeting and a training date has been set for September 5 at 5:30pm.
 - *the office will call the meeting/training
 - *updated instructions will be posted to assist sound operators as well as the volunteers using mics.
 - *portable mics will be relabeled (old labels are worn)
 - b. Gretchen has agreed with the pastor from Hope Lutheran to have an outdoor worship service together on Sunday, August 25. Hope Lutheran will host the service (they have outdoor space), and we'll provide the sound system. Gretchen has talked with Anne on availability of the Worship Team for that service and she will also coordinate transport/set-up of sound equipment with LeAnne and Steve if necessary. There is a possibility that some other musicians that have been talked about for the service.
 - *Gretchen will be meeting with Hope's pastor on August 6. She will work with Anne regarding the role Worship Team will have in the service following that meeting.
 - *Gretchen will call on our committee for assistance as needed.
 - *There will not be a radio broadcast of the service that day.
 - c. Men of Note will be singing at First Lutheran on Sunday August 4th. If they do a concert at the end of the season, we will make a contribution on behalf of the church.
 - *Laurie has prepared a thank you note to be sent following their singing at our church.
 - d. Jennifer's girls group is scheduled to sing at First Lutheran on November 24th.
- 2) Organ Project and concerts:
 - *Keith has confirmed the concert date for John Behnke's visit for 10/11/20 at 3pm.
 - *The concert our musicians will be on Sunday, 10/6/19 at 1pm.
 - *Linda has gotten the dates placed on the community calendar – as soon as we have a flyer ready, they'd like a copy to add to their publications
 - *There was no discussion regarding an "MC" for the concert. Names suggested at our last meeting include Diane P., Linda M., Laurie W., Darren K.
 - *second installment is due for this project. A check has been written, awaiting signatures.
 - * J. Ness-Ludwig created a preliminary flyer for the concert but was unable to continue with the project with suggested revisions. Nancy continued the work with Paul Lundeen. The completed poster was shown to the committee and approved.
 - *Harriet will talk with Paul and order 5 tabloid sized posters and 45 letter sized posters.
 - *Paul also shared a bulletin sized PDF of the poster that he agreed we could reproduce as needed for bulletin inserts.

*there was no discussion regarding the fellowship event following the concert.

*The specific program planning meeting was rescheduled for Monday, August 8th at 11:00am.

- 3) Liturgy setting – continue current or change? Will continue with setting 8 at least through September with the addition of the “Glory to God” beginning in September.
- 4) Faith & Fellowship shared mid-week services; Wednesdays at 5:30pm – these services continue and attendance is growing.
*We host the service on August 14th. Pam and Harriet will assist with serving. Will also check with Linda on her availability to help serve. (others?) Those serving will decide what to serve.
- 5) Development of the role of Sacristan to assist with Sunday morning details.
*a draft copy of assignments for this role was discussed and some revisions suggested. A copy of Draft #2 will accompany these minutes.
- 6) Discussion of usher’s tasks was tabled as we didn’t get to it. We’re hoping that revising this list may also provide consistency and assistance before, during, and after services.
- 7) Regarding adding a statement of instruction to stand when an asterisk precedes a line in the bulletin.
*Gretchen will work with Laurie on this
- 8) Altar Guild Update: the new pottery is allowing for less waste .
*Marjean will give Laurie the list of volunteers assigned to do communion set-up so that the volunteer’s name may be added to the list that is posted weekly on the kiosk. .

New Business:

- 1) Brief discussion regarding Thanksgiving service. It will be on November 27th at 6pm.
*plan to advertise on radio and in the paper
*Gretchen posed the idea of worshipping with other ELCA churches. The other pastors are interested in doing a joint service and will work on this.
- 2) Rally Sunday is September 8th. The Worship Team will lead the service.
*if there is a Sunday School theme for the year Anne would like to be made aware of it.
- 3) See the updated schedule for hymn selection assignments.

Next Worship Committee meeting

TBA

Specific program planning meeting for organ fundraiser rescheduled: Monday, August 12

WORSHIP COMMITTEE AGENDA for next meeting:

Old Business:

- 1) Review last months minutes and report on assignments
- 2) Organ Project and concerts
- 3) Sound operator training
- 4) Sacristan position/task listing
- 5) Usher task listing and possible training for directing flow for communion
- 6) Liturgy setting plans
- 7) Altar Guild update
- 8) Thanksgiving service 11/27/19

New Business:

- 1) Advent / Christmas – December 4, 11, 18th (lunches?)
- 2) 150 anniversary in 2022
- 3) Additional items
-webpage

Next Worship Committee meeting: TBD

Upcoming Assignments / Plans:

Hymn selection schedule:

August: Anne

September: Harriet

October: Jennifer

November: Keith

December: Linda

January: Pam

February: Anne

March: Harriet

April: Jennifer

May: Keith

Liturgies: The committee has decided to use Setting 8 for at least 5 months of the year (beginning May 5th and continuing through the summer months using Kyrie only, the hymn of praise will be added again at least through September)

Faith & Fellowship Shared Midweek Services -- Summer 2019 -- the Psalms will be the theme:

Aug 7: Augustana Aug 14: First Luth Aug 21: Rock Prairie Aug 28: Bethlehem

Linda will write Messenger articles on liturgical purpose/history.

Tabled: Blessing of animals service

*Ash Wednesday – practice with ashes...