

First Lutheran Church Worship Committee

Minutes from Worship Committee meeting 3/3/20

Present: Keith Melberg, Gretchen Enoch, Pamela Schroden, Harriet Wicklund, Linda Mellon, Marjean Hanson, Anne Taylor, Jody Hanson

Not attending: Nancy Swenson

Our meeting opened with Prayer.

Old Business:

- 1) Review of last month's meeting minutes and report on assignments
 - a. Special instructions for sound operators.
 - *Committee members should continue to document notes regarding issues noted with sound so we have documentation of problems.
 - *there has not been another training; no date has been set for this session.
 - *P. Gretchen has talked with LeAnne. She feels she has the live stream technology figured out and will hopefully get that going again.
 - *Discussed again the need for more sound operators. LeAnne has declined to seek volunteers for this job.
 - *Suggestion was made that the Council consider making a paid position of Volunteer Coordinator to do things like these calls for volunteer sound operators, etc., as this responsibility shouldn't fall to the Pastor. These are growing pains of a growing church.
 - b. Organ Project and concerts:
 - *Keith has confirmed the concert date for John Behnke's visit for 10/11/20 at 3pm.
 - *Keith referenced previous e-mail communication with John Behnke regarding program information which indicated that John will contact us in the spring to work on details of his program, adding of our choirs, etc
 - *The next installment for the project, a check for \$27,000 has been signed and sent. The executive committee has moved some money around to cover it. There will be only one more payment to be made which is much smaller and will be due upon completion of the work.
 - *Work on the upgrade is set to begin in a couple of weeks.
 - c. Liturgy setting – continue current or change?
 - *Liturgy will be Setting 4 through the season of Lent; we will not be using a Gospel Acclamation in Lent. On Easter Sunday and through the season of Easter, setting 8 will be used including the gospel acclamation from that setting.
 - d. Development of the role of Sacristan to assist with Sunday morning details.
 - *Harriet has worked with Laurie to send out an e-mail invitation to serve as sacristan to the list of names that was created. We are awaiting responses.
 - e. Altar Guild Update:
 - *Marjean reported that a runner has been ordered for the new Altar Table and expect to receive it in about four weeks.
 - *Harriet will inform the church council of the monies spent which will be in the neighborhood of \$200. If the Worship Committee budget will be stressed with this expenditure, suggest that memorial funds be used.
 - *This will begin this coming Sunday, March 8: In an attempt to be more organized for communion in our worship service, all communion assistants are to meet in the altar guild room with the sacristan during the offering so that the correct number of persons can be prepared (wash hands) and enter as a unit through the side door. Laurie has edited the postcard that is sent to the volunteers to include this change.
 - f. Congregational song version of the Lord's Prayer will be used each Sunday until Lent.
 - *Our committee will discuss/plan for use of sung/spoken Lord's Prayer in future services.
 - g. Look ahead 3 months for Festival/special Sundays.
 - *March: Lenten services will 'travel' to each church as follows with services at 12:10 and 6:30pm; lunch and dinner provided by respective churches:
March 4: Bethlehem March 11: Hope March 18: First Lutheran March 25: Zion
 - *April: Lenten services April 1: Augustana.
 - *Sue Kilde has been asked to play flute in accompaniment for the Holden Evening .
 - *Linda will ask Janel to solicit a volunteer to be cantor for the service at choir practice tomorrow night.

Holy week:

Maundy Thursday:

*Pastor Gretchen will be announcing the Prayer Vigil and asking people to sign up. The prayer vigil is planned for Maundy Thursday from 12-6pm. A sign-up sheet has been put out requesting volunteers to pray in 30 minute intervals. It will take place in the Chapel with candle(s), soft music, and kneeler/seating provided. A two page listing of prayers/prayer options has been prepared. Individuals are also invited to use their own prayers.

*Services on Maundy Thursday at home churches, First Lutheran's will be at 7:00 with no meal included. Kneelers will be used again at this service. Gretchen has volunteers for foot washing. The Altar Guild will be practicing for the stripping of the altar on the Tuesday before at 10am. We will also need a cantor for this service.

Good Friday:

12:10pm service at Bethlehem and 7:00pm at First Lutheran with plans being made to have a joint choir presenting for this service. It will be a Tenebrae service. We will need two acolytes for the service

Easter Sunday:

Plans are in place for liturgical dancers on verse 1 of opening hymn. Procession will begin on verse 2: Cross, Bible, Alleluia, Pascal Candle, lector, Cantor, Pastor (will need three acolytes) Hallelujah Chorus as closing hymn – congregation may be invited to sing from the pews.

*Next meeting, discuss number of stations for communion (?four)

*Plan for a time to rehearse the procession

- h. Prairie Grace will be here again April 5th (Palm Sunday) with the Sunday School singing that day as well. They will be asked to present three pieces during the services.
*accompaniment tape needs to be run through sound system. This has been communicated.
 - i. Harriet has had a conversation with Katrina regarding additional sorting capabilities of the accounting software so that tracking worship expenses will be easier.
*will continue to pursue this option.
 - j. Our committee has discussed the need to have ushers aware of location of fire extinguishers when we use open flame candles. This transitioned to a discussion of the required monthly checks of the extinguishers, etc. We also talked about the need for a refresher course on the AED, and wondering if that is ever checked for charge, etc. Preparing information for ushers falls under our committee's domain, but maintenance of the fire extinguishers and AED is perhaps more appropriately handled by the Properties Committee. It's possible they are already meeting the requirements and no one on our committee is aware of it.
*Harriet will call Ron Spangler to let him know of our discussion. This may also be something the council would like to be aware of so Steve Guttormson will also be informed of this discussion.
- 2) See the updated schedule for hymn selection assignments.
 - 3) Discussion regarding resources on worship planning and leadership with the purpose of education for the committee: There was no discussion today.
*Committee members will bring thoughts from resources mentioned above for discussion/learning at future meetings.

New Business:

- 1) 150 Anniversary in 2022
*Gretchen will bring this up at council – do they want to establish an 'anniversary committee' to work on this?
- 2) Youth Service –
*Calie will work with youth on this. December 13th was suggested as a date for the service. Worship Team will be playing that day and Anne will work include those interested in the Team. Rehearsal will be on Thursday, December 10 at 5pm. LeAnne will be asked about running sound for the rehearsal.
- 3) Gretchen has asked that the 'Council Guidebook' be updated to include the Altar Guild.
*our committee will read the existing Worship Committee page and make suggestions on how to make it more inclusive of all the responsibilities of this committee.
- 4) A new Pascal Candle will be ordered. Pastor Gretchen will ask Jacqueline Ness-Ludwig if she'd be willing to put the decorations on it.
- 5) Suggestion came from a congregant that a song leader be enlisted when new hymns are introduced. This was discussed but no action taken at this time.
- 6) Pastor Gretchen shared two hand-outs with the committee: 'White Banners' and 'Pascal Candle'

Next Worship Committee meeting: Tuesday, April 7, 4:00pm

WORSHIP COMMITTEE AGENDA for next meeting:

Old Business:

- 1) Review last month's minutes and report on assignments:
 - Sound operator training – more sound operators
 - Organ Project and upcoming concert
 - Liturgy setting plans
 - Sacristans added
 - Altar Guild update
 - Look ahead 3 months for festival/special Sundays – Easter
 - Sorting capabilities for budget
 - Council Guidebook
 - Pascal Candle
 - song leader?
 - Discussion regarding worship resources

New Business:

- 1) 150 anniversary in 2022
- 2) Additional items:
 - time with children

Upcoming Assignments / Plans:

Hymn selection schedule:

March: Harriet	April: Linda	May: Keith	June: Pamela
July: Anne	August: Harriet	September: Linda	October: Keith

Linda will write Messenger articles on liturgical purpose/history. *Well done and appreciated.

Tabled: Blessing of animals service

Faith & Fellowship shared mid-week services; Wednesdays through the summer months: Overall, the committee was pleased with how these went and felt these services met the needs of our congregation.