

FIRST LUTHERAN CHURCH COUNCIL MEETING AGENDA

January 11, 2022, 6:00 pm

Call to Order

Assembling in God's Name: Opening Prayer and Devotions

Mission Statement: As faithful disciples, we serve God and welcome all people with open hearts.

Conducting the Business of the Church

- Review and Approval of the Agenda
- Review and Approval of Previous Meeting Minutes
- Review and Approval of the Treasurer's Report

Pastor David's Report

Committee Reports – THANK YOU ALL FOR WRITTEN REPORTS

Discipleship	Outreach
Education	Personnel
Fellowship	Property
Finance	Worship
Membership	SMART Team
150th Anniversary	Youth

Old Business

- Bookkeeper. Doreen Oliphant
- Nominating committee
- Budget
- Volunteers needed for office, Sunday services, etc. Maybe coordinator?
- Recommended guidelines for youth volunteers per Kristi Wicklund.
- Annual Reports are due to Katie by Jan 10th

New Business

- Pastor Gretchen's resignation
- Annual Meeting will be Jan 30, turn in annual reports by Jan 10
- Question on how we feel about a goodbye for Gretchen
- Information of Interim

Adjourn with The Lord's Prayer

COUNCIL MINUTES 12-14-21

- Agenda approved by Harriet and seconded by Tara.
- Previous minutes were approved by Tedd and seconded by Tara.
- Suzanne presented the financial reports, comments were that the revenues were down from this time last year, there were concerns about the allocations of the general fund. Suzanne's recommendation was for Doreen to keep working on cleaning up it and Suzanne will start the budget.
- Harriet approved the Treasurer's report and Michael seconded.

- Pastor Gretchen's report: Pr. Gretchen said that she wanted to express her gratitude for the council's last months unanimous voice of confidence of her in her pastoral role. Pr. Gretchen has submitted a rostered minister's profile and she is starting her call process to move to her next call. Bishop Tesch & President George are asking for confidentiality amongst the council during this process.
- The search for associate pastor call committee is now revoked.
- Vicar Lynn announced that her internship has come to a close and that a written letter announcing it will go to the congregation.
- Committee reports—
 - Discipleship—23 Christmas baskets were delivered
 - Membership—Chris said the directory should be ready shortly.
 - 150th Anniversary—senior congregants are going to be interviewed for the retrospective.
 - Worship—Harriet brought up the fact that AED Training needs to happen

- The Nominating Committee is meeting to fill the council positions.
- Volunteer coordinator for the office needed.
- Kristy walked the council through the child protection policy, Tara made the motion to approve the new policy, Steve seconded.
- Annual meeting was discussed that the reports should be submitted by Jan. 10th

Leslie Prischmann Flugstad

Pastor David Council Report

Scheduling visits in December proved to be a challenge especially after the 10th, since those living in assisted living or in private residences had many activities scheduled, so my visits and phone contacts were down for the month. Here is the breakdown for December:

- 12 In Person Visits.
- 8 Phone Contacts
- Preached and led the service on December 12th.
- Assisted with four other services, including two on Christmas Eve.
- 3 Staff Meetings
- 1 Council Meeting.
- 1 Mill Street Bible Study

Listed below are my pastoral activities in total since I began serving FLC October 1st:

- 56 In Person Visits.
- 7 Hospital Visits.
- 31 Phone Contacts
- Sent four cards to those who were nearly impossible to reach by phone.
- 2 Mill Street Bible Studies
- Attended multiple staff meetings.
- 3 Council Meetings.
- Led worship and preached on 10/3/21; 11/21/21; and 12/12/21.
- Assisted five other Sunday mornings in co-leading worship.

It has been my pleasure to serve First Lutheran these past three months, and I look forward to continuing to minister here in 2022.

Respectfully Submitted:

Pastor David Strom

Personnel Committee Report January 2022

The personnel committee had planned to meet on Monday January 3rd but due to scheduling conflicts that arose with three committee members no meeting was held. Steve Fitz and Joe Ellig of the personnel committee did meet on January 3rd with the executive committee when they interviewed a prime candidate for the interim pastor position at FLC. As members of the personnel committee we both agreed that she has the experience that our church could benefit from. if the opportunity presents itself we would approve of moving forward with her in a leadership position at our church.

Steve Fitz
Personnel Committee Chairman

Membership Committee Report January

We are continuing to work on the Church Directory. We will be meeting with Pastor Strom To finish the layout and other artwork for the Directory.

Membership Kris Werner

Property Committee Report January

Ongoing replacement of all Flor bulbs (650) with LED throughout the building, Ottetail will pay 1/2 of cost. Better light, last longer.

2 New heat pumps in Sanctuary installed. 2 Old ones died.

Fixed roof leaks before snow came.

Added 2 more new fire extinguishers, now a total of 9 throughout the bldg.

Purchased 14 new chairs for the Conference room, like Kairos room.

Working on replacing furniture (couches & loveseat) in the Narthex with decorating people. Old ones will be available when finished.

Youth room couch, chair & ottoman are available for a donation?

Tedd Steenbock
Property Chair

FIRST LUTHERAN W.E.L.C.A.
Treasurer's Report for
December 2021

	<u>Checking</u>	<u>Savings Acct.</u>	<u>Total</u>
Balance on hand December 2, 2021	\$2903.06	\$3,783.31	\$6686.37
<u>Receipts</u>			
Fall Campaign	115.00		
Thankoffering	65.00		
Transfer from savings	1500.00		
Interest on Savings account		0.22	
TOTAL RECEIPTS	<u>1680.00</u>	<u>0.22</u>	
<u>Disbursements</u>			
Transfer to checking		1500.00	
Ben Franklin-stamps	11.60		
WELCA-NWMN Synod regular offering	250.00		
Soaring Unlimited (Haiti)	200.00		
OBA	500.00		
KBRF Morning Watch	300.00		
Lutheran Camping Ministry	200.00		
Meals by Wheels	150.00		
Camp Knutson (LSS)	200.00		
A Place to Belong	200.00		
Someplace Safe	300.00		
LSS	200.00		
Luther Crest	250.00		
Pioneer Home Foundation	250.00		
WELCA Thankoffering	1140.00		
TOTAL DISBURSEMENTS	<u>4151.60</u>	<u>1500.00</u>	
<u>Balance on hand December 31, 2021</u>	<u>\$ 431.46</u>	<u>\$2283.53</u>	<u>\$2714.99</u>

Sandy Pearson, Treasurer

A check for \$250.00 was sent to Global H2ope and was returned undeliverable.

First Lutheran Church Worship Committee

Minutes from Worship Committee meeting 1/11/2022

Participating: Harriet Wicklund, Keith Melberg, Linda Mellon, Jody Hanson, Anne Taylor, P. Dave Strom
Judy Jensen

Not attending:

Our meeting opened with a devotion and prayer.

Old Business:

- 1) Review of last month's meeting minutes and report on assignments
 - a. Video and sound operators.
 - *Committee members should continue note issues with sound/streaming so we can be proactive in providing the highest possible quality service for our congregation.
 - *LeAnne J. is willing to hold training sessions for sound/camera/bell operators.
 - *Two persons have volunteered to take the training and will arrange a time with LeAnne.
 - *We will continue to advertise for volunteers for these positions.
 - *LeAnne has learned to run the video from her house. This has been working well.
 - b. Organ Project and concerts:
 - *Labels for stops have not yet been installed.
 - *Allen Moe will be returning to repair trumpets and install the labels.
 - *Planning an organ dedication concert:
 - *Daniel Aune has agreed to do the concert on October 2, 2022, at 2pm. This organ dedication concert, is planned to be done in conjunction with the 150th anniversary.
 - *Keith has inquired as to fees with Daniel but hasn't gotten an answer – we will possibly seek sponsorships to cover costs.
 - *Anne shared that a Pipe Dreams program recently had a great organ demonstration. She will locate and send out an archive of the program for us all to hear.
 - c. Liturgy setting – continue current or change?
 - *will use setting 8 through Epiphany
 - *change to setting 3 through Lent
 - *Use setting 4 through the Easter Season
 - d. Development of the role of Sacristan to assist with Sunday morning details.
 - *Sacristan role is still on hold for the time being.
 - *Will work reinstate this role to assist our interim pastor with specific pre/post service tasks as requested.
 - e. Altar Guild Update:
 - *Members of the Altar Guild are carrying on the responsibilities of the committee as needed.
 - *For communion in our worship service: all communion assistants are to meet in the altar guild room during the offering so that they can be prepared (wash hands) and enter as a group through the side door. The postcard that is sent to the volunteers has been edited to include this change.
 - *The Altar Guild has a meeting scheduled for tomorrow morning, January 12th.
 - *Processional Communion continues to be offered. Harriet is managing the schedule of volunteers to do the set-up. We are still looking for a few more volunteers for this task.
 - f. Look ahead 3 months for Festival/special Sundays.
 - *paraments change to green this week for Epiphany.
 - *Our interim pastor will be starting in another week so we will be prepared to support her in service planning as requested.
 - *the next festival Sunday is Transfiguration, February 27 – paraments change to white and the Alleluia banner will be recessed at the end of the service.
 - *There is a zoom call between the Lutheran five pastors on Thursday this week to discuss doing a 'round-robin' sharing of the Wednesday Lenten services again. We'll discuss this further at our February meeting when we know more about how this will be handled.
 - *At this point, we are thinking the Ash Wednesday service will be on our own, here.

*Maundy Thursday – will probably include First Communion for 5th graders.

*Good Friday – plans to be determined.

g. 150 Anniversary in 2022

*the anniversary will be celebrated on Sunday, October 9, 2022.

Our committee will be working on planning this special worship service.

*Curt Rotto has accepted the invitation to preach for this service.

*No update regarding the 150th anniversary - Council members are making some plans but at this time, there have not been any specific requests of the worship committee.

h. No further discussion today regarding remaining choir robes.

i. Youth Service – tabled.

*In previous discussions regarding a youth service, it was suggested that the Worship Team may play for the service and Anne said at that time that she would work to include those interested in the team. Rehearsal date/time will need to be determined. LeAnne will be asked about running sound for the rehearsal, too.

2) See the updated schedule for hymn selection assignments. *Please select three hymns for communion.

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/resources for discussion/learning at future meetings.

4) Regarding the use of candles on Christmas Eve:

Tedd has seen to the installation of the two fire extinguishers our committee requested. Thanks!

5) Discussion of the required monthly checks of the extinguishers, etc., along with the need for a refresher course on the AED. Our committee is wondering if the 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 since it doesn't fall under our areas of discussion.

*This was brought up at a Council meeting – no action taken on this yet.

New Business:

- 1) Worship Committee and Worship Team are assigned coffee serving for February – the list was sent around for sign-up.
- 2) Discussed the form we are being asked to use when handing in receipts for any expenses we have. Using this correctly will streamline our budgeting process.
- 3) Linda suggested using the Messenger article she writes to highlight the different volunteer roles necessary in each worship service. The committee agreed this would be a great way to highlight our need for these volunteers.

**Next Worship Committee meeting: Tuesday, February 1, 1:00pm, in the conference room.
(regularly scheduled monthly, 1st Tuesday @ 1:00pm)**