

**CHRIST THE KING LUTHERAN CHURCH**  
**CTK Church Council Agenda**  
**1/16/2018 @ 5:00pm**

*Christ the King Lutheran Church is a caring community committed to empower all to know Christ and make Christ known.*

- 1. Attendance**
- 2. Devotions**
- 3. Approval of Minutes (December)**
- 4. Consent Agenda: (Treasurer's, Worship Attendance, Pastors' Reports)**
- 5. Council Priority Topic:** Homeless Shelter – week of Jan. 28
- 6. Old Business:**
  - a. Stewardship Mission Team Update (detail in Pastor Patrick's report)
  - b. Financial Audit Update
- 7. New Business:**
  - a. Commission Roles and Tactics
- 8. Council Action: NONE**
- 9. Covenant Commission Communication**
- 10. Prayer Request/Adjournment**

**Reminder – Next Council Meeting – February 20<sup>th</sup>**

**Please email commission minutes to [justinec@ctkmankato.org](mailto:justinec@ctkmankato.org)  
by 10AM on February 14<sup>th</sup>**

**Christ the King Lutheran Church  
Council Minutes December 19, 2017**

**Members Present:** Scott Nelsen, Pam Kraemer-Secretary, Jim Armbruster, Pastor Trish Reedstrom, Mary Peters, Chastity Valvick-President, Matt Norland, Eric Hudspeth, Pastor Patrick, Kate Hansen

**Members Absent:** Katie Wayne-Treasurer, Sara Hansen-Past President, Sandy Hasse, Jason Beal (Vice President)

**Devotions:** Pastor Patrick

**Approval of Minutes** – Scott/Kate made a motion to approve November 21, 2017 council minutes. (Motion Approved)

**Consent Agenda** – Kate/Mary made a motion to approve the November 2017 Treasurer’s Reports, Pastors’ Reports, and Attendance Report. (Motion Approved)

**Pastor’s Report** – Pastor Patrick updated that he received a \$7,000 check dedicated to Christian outreach. Pastor Trish updated about training she received regarding the Connections rotating homeless shelter. Response has been favorable, and the program is regularly at capacity.

**Treasurer’s Report** – With regard to the 11/30/17 numbers... It is a story of good news! Pledged giving has caught up and went slightly above budget! Expenses were as scheduled/budgeted, so the overall picture is right on track with our year-to-date budget. We were budgeted for a LOSS of (\$31,000) at 11/30, and actual LOSS at 11/30 was (\$32,000).

We will, however, need that pledged giving to continue to keep up with our budget as we move forward to slash that loss by June 30... we’ll continue to watch!

**Attendance Report** – Discussed fluctuations in worship attendance.

**Council Priority Topic-** Commission Feedback – Next steps

Chastity presented a proposed list of purpose and tasks for the different commissions generated from feedback from the commissions. Discussion included additions and changes to the proposed list and will be shared back to the commissions in January for further review.

**Old Business** –

- Stewardship Mission Team update – next meeting on January 3<sup>rd</sup>. Subcommittees have been formed. Plans are ongoing.
- Financial Audit Update – no update

**New Business** – Request from former Lectionary Study – pastors to meet with former lectionary study group to discuss options.

**Council Action** – None

**Covenant Commission Communication** – None

**Closing Prayer** – Pastor Trish closed the meeting with prayer requests.

Meeting adjourned at 7 p.m.

**Next Meeting:** January 16, 2018 at 5:30 p.m.

Respectfully submitted, Pam Kraemer, Secretary

## **Strategic Planning 2015 - Strategies By Goal (REVIEW 10/17)**

### **Goal 1 – CTK is a caring community committed to empower all people**

1. Increase engagement of CTK members by 10% within the next 12 months from the start of implementation. (FP1) – Scott Nelson (revised opportunity pledge forms but measurement system not implemented)
2. Create 3 new initiatives that address the need to be more welcoming to all (by Sept 2016). (FP2) – Sue Raasch – Catherine Berg – Darla Austin (moved welcome ctr, suggested new round tables, Sunday coffee fellowship being tried at new location in narthex)
3. Create a facility mission team by Feb 2016 to oversee the usage, operations, and safety of the church facility currently and into the future. (FP3) Lynn Austin-Dave Raasch (hired new facilities manager and perceived need for this no longer existed)
4. Implement 5 new initiatives that enhance the care of creation by July 1, 2016. FP4) – John Frey (done but more possible – composting, high-efficiency roof, LED lighting upgrade, 40 kwh of solar panels installed on roof, high-efficiency heat pump HVAC installed, bike racks mounted by garage door)
5. Increase discipleship of service opportunities outside of CTK by 100 additional people and tell their story by Nov 1, 2016. (Pro3) – Matt Norland (Arbor Day tree planting, variety of Nov service projects, God’s Work, Our Hands Rally Day)
6. To create and maintain Care Groups, encompassing all members, providing servant care, including but not limited to meals, prayers, and visits to begin in 2017. (Ser1) – Jodie Wallschlager (new member mission team)
7. Create a culture that maximizes volunteerism at CTK by Jan 2017. (JP3) - OPEN

### **Goal 2 – To Know Christ**

1. Provide opportunities for people to dive deeper into scripture by May 1, 2016. (WS1) – OPEN (FB Live staff devos, Theology on the Ave)
2. Create 3 faith formation opportunities for all ages by Rally Day 2016. (WS2) – Barbie Doyle & Gerri DeWitte (B3, baptismal class, 3<sup>rd</sup> grade Bible class, Faith In Motion services)
3. Create a consistent schedule of adult education opportunities based on biblical and historical relevance on current social issues beginning in fall 2016. (JP2) – Nancy Patterson (lots of research done but none currently implemented)

### **Goal 3 – Make Christ Known**

1. In 2 months identify a signature event presented by CTK to the greater community. (WS3) – Jim Hatleli (expanded Dreams, Visions and Promises event)
2. To create and implement a communications plan aimed at the CTK congregation and Greater Mankato Community by July 1, 2016. (Pro1) – Kevin Klandrud (done – communications specialist uses as monthly guide to messaging)

3. Create 3 new opportunities to better connect with the Greater Mankato Community outside the walls of CTK by Christmas 2016. (Pro2) - Anna Thill (Night to Unite, Mankato Marathon Cheer Team)
4. To increase volunteer involvement of our members through new servant opportunities including a host for Wednesday night supper and Senior High servant night by Jan 2016. (Ser2) – Cindy Kehoe (Community Supper greeter done, senior high students volunteering for carnival, Wednesday worship involvement expanded to readers, ushers, etc.)
5. Increase the CTK knowledge-base of community groups addressing the J & P issues (within 6 mos) and provide access to increase CTK involvement by 2017. (JP1) Elaine Lilly (lots of research completed to align list with CTK focus but usable format not identified)

# Pastoral Report

## CTK Ministries 2018

### January Senior Pastor's Report – Pastor Patrick Patterson

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#### Administrative

- *Financials* – While the month end report is still being finalized, initial indications are good. We had a strong December and it looks like we will build on the positive financial position from November.
- *Emergency Shelter at CTK* – we have accepted a request from the leadership of the Connections emergency homeless shelter to host the shelter from January 28-February 4. This is a Faith in Motion week so the education rooms used to house the shelter will not be needed for Wednesday night activities. Pastor Trish has reached out to folks who previously indicated interest in helping, and we've begun promoting the volunteer opportunities for the members. This will give us a chance to evaluate how this homeless ministry would work into our current facility usage.
- *Chile Mission Trip* – Please check out one of our adult forums either on Sunday, January 14 at 9:30am or Wednesday, January 17 at 7:07PM in the Fireside Room to hear from the missionaries about their experiences. Chile will also be the featured topic at the January Hilltoppers gathering.
- *Stewardship Mission Team* – the Team had a very productive meeting on January 3 and identified numerous strategies arising from sub-committee work. Their next meeting is January 24. Sarah and Patrick discussed ideas for thank you receptions for current pledgers to be hosted in homes. Current givers will be identified and invited to after work receptions with refreshments and a brief talk to thank, share vision and invite greater participation in the ministry of CTK. Sarah and Patrick have agreed to host and are looking for one or two more homes. John & Scott's work on ideas to help increase giving from inconsistent givers 38 and older was discussed. The plan centers around personal visits with folks to encourage greater support. Wanda shared the research and work she and Chastity did on creating structure around CLUB 360. It's aimed at encouraging giving and fellowship with members between the ages of 25 and 37. In addition to developing ways to encourage giving year-round, the Team will also launch a pledge campaign for the new fiscal year.

Wanda and Mike Lloyd have a marketing person who can shoot the videos and we hope to start filming January 12. Pastor Patrick and Olivia the videographer will meet Monday, January 8 to discuss details. John Kind, Sarah Person, Chastity Valvick, Scott Bergs and Brad Brozik have agreed to be recorded, and the pastors are working to identify others willing to share their stories. The videos will each start with the person introducing themselves, identify how long they've been at CTK, a brief intro that also plugs the theme, share a story of how the ministry has touched their lives and/or why giving to support ministry is important in their faith, and ending the story with our theme, "and that's the Power of the Pledge."

A working calendar was developed to identify key dates:

1/10 – know first story

1/12 – start filming

2/1 – all videos done

2/3 – soft launch of Power of the Pledge stewardship pledge campaign – videos shown at worship services (one each week)

2/25 – official launch of pledge campaign at weekend services

3/25 – final date to hand in pledge cards

3/26 – start work of following up with folks who've not yet pledged

## **Personnel**

- *Annual reviews scheduled* – annual reviews with all staff members are being scheduled and will be completed this month.

## **Facilities**

- *Security updates* – in anticipation of hosting the homeless shelter, a facilities review was conducted to ensure safety and security in our facility. One area that could not be secured was the worship center, and so Rick is having deadbolt locks installed on those doors to prevent unsupervised access overnight.

## **Proclaim Commission**

- *Improved submission process* – in an effort to improve the way that various commissions get the word out about important items they're working on, the Proclaim commission is working to improve the process for submitting news for distribution in our print, video and social media channels.

## **Justice & Peace Commission**

- *Re-usable bags* – one idea arising from our Pridefest participation has been to produce branded re-usable bags to promote the CTK J&P message in our community. The design is being developed and costs researched to make the bags available for members as well as at the annual festival.

## **Word & Sacrament Commission**

- *New Bible Study* – after meeting with interested folks from the prior Thursday morning lectionary study group, a new Bible study is being started January 11. The pastor preaching the coming weekend will facilitate this new interactive format. The study will be at 8:45am each Thursday.

# Pastoral Report

## CTK Ministries 2018

### January Associate Pastor's Report – Pastor Trish Reedstrom

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#### Worship:

- The experiment of a mid-day, mid-week Advent service was probably limited in its success if we look at the numbers. Those attending seemed to enjoy it and it didn't take much work/preparation. Will have to have more conversation about whether or not to try it or something else again next year.
- This was Mary Beth Patterson's last year leading the planning and implementation of the children's Christmas program. Many thanks to her for her years of service with that undertaking! I plan to gather together a mission team late winter/early spring to do some planning and make decisions about what to do next year. Some of the other volunteers have already expressed interest in helping with next year, so that's a good thing.
- Chuck had 23 young people involved in the Children's Musical. I got to spend a couple days helping during the break time with some games, which is always fun!
- Many thanks to the Altar Guild for their annual Christmas lunch for members and staff members. It's always a very nice event.

#### Pastoral Care:

- Tried to get as many visits in as possible over the holiday time for our home bound members. Always an enjoyable part of my day when it happens!
- The giving tree was a success, serving 16 families including parents and children. We had to sort and get gifts out on two different timelines which initially was extra work but in the end, might have made it easier for the sorting of gifts.

#### Education and Youth:

- Maddi Courier begins her duties on January 8, 2018.
- As previously indicated, the Family Advent stations went well after initial confusion. Our next "mini-experiment" will be to do a "Preparing for Lent" family session in February.
- December is fairly quiet otherwise for education and youth activities, given everything else happening. Planning has been done for the upcoming CLUB9 retreat in January, as well as the next Faith in Motion, B3, etc. We are ready to go!

#### Continuing Education

#### Commissions

- Faithful People pushed their meeting back one week, to January 9<sup>th</sup>, so there will be a report coming from them by the time of council.
- The Stewardship Commission decided to do an "e-meeting" in January. That included asking members to review the council's document.

# **Christ the King Lutheran Church**

## **Executive Committee, January 9, 2018**

**Members Present:** Chastity Valvick, Jason Beal, Sara Hansen, Pastor Patrick, Pastor Trish

**Members Absent:** Pam Krahmer, Katie Wayne

Chastity called the meeting to order at 3:40 PM. Devotions were offered by Pastor Patrick.

The Treasurer's Report was reviewed. Pastor Reports were reviewed.

### **Old Business:**

- Stewardship Mission Team – the team is doing well, with lots of excitement and commitment from all members. Some of the “fruits of their labor” will soon be shared with the congregation!
- Financial Audit update - no update at this time

### **New Business:**

- Commission Rules and Tactics – most commissions have seen the document and responded positively
- Shelter Update – response to hosting for the week later this month has been positive in the first few days of communication.
- Adaptive Leadership and changes for the church – a video featuring Tod Bolsinger was shared, author of Canoeing the Mountains. A link to the video for anyone interested in watching is here:  
**<https://www.youtube.com/watch?v=NcdqZ8fsbLQ>**

Meeting adjourned.

Respectfully submitted,  
Trish Reedstrom



## **Christ the King Lutheran Church Covenant Commission Reports**

**Name of Commission:** Faithful People  
**Date of Meeting:** January 9, 2018

**Members Present:** Sandy Hasse, Scott Nelsen, Bill Bickett, Pastor Trish

**Members Absent:** Carol Peterson, Darla and Lynn Austin, Sharon Hanson, Anna Thill

**Minutes:**

Scott Nelsen opened the meeting. There were no minutes from November to approve.

**Old Business:**

- The commission looked at the proposed bookmark that the library committee would like to develop, and gave approval.
- Ongoing discussion about the work of the commissions – reviewed the work of the council. The list of fellowship activities should be considered examples and not a complete list. We might suggest adding the word “fun” for a recruiting theme for this group. ☺ There were no specific concerns about the content of the document, but we did have discussion about how to carry out our work, particularly in a changing church and changing world.

**New Business:**

- None

Meeting adjourned with prayer.

**Next Meeting:** Tuesday, February 6, at 6:00 PM

Respectfully Submitted: Trish Reedstrom

# **Christ the King Lutheran Church**

## **Covenant Commission Reports**

**Name of Commission:** **Word & Sacrament**

**Date of Meeting:** **January 2, 2018**

**Members Present:** Pastor Patrick, Pastor Trish, Jason Fette, Kris Norland, Jodi Maas, Jim Armbruster (council liaison), Matt Norland (council liaison)

**Members Absent:** Jessica DuRose

**Call to Order:** Matt N, Interim Chair, called the meeting to order at 6PM

**Devotions:** Pastor Patrick

**Approval of the December 5, 2017, Meeting Minutes:**

- Motion made/seconded by Jason Fette/Kris N to approve the minutes – motion passed

**Council Report:**

- Treasurer's Report indicated an increase in November giving/December should be OK
- Next Executive Council meeting will review revised task lists for each commission

**Items for Council Action:** No report

**Pastoral Report:** Pastor Patrick

- Attendance at 4 Christmas Eve worship services @1400 + @57 streaming/page views
  - ELCA listserv discussion reflected similar stats/#'s down the past two years
  - Christmas Day community service @ ½ CTK members + ½ community visitors
- Working on annual reviews
- Executive Council reviewing a request to staff/host a January homeless shelter date

**Staff Report:**

- Maddi Courier as new Director of Senior High Ministry

**Old Business:**

- Pastor Patrick reminding staff @ posting Worship Folder/Good News online
  - Discussion about # of documents opened

**New Business:**

- Distributing Good News
  - Jim A & Matt N will meet in February to create stationary Good News stands at two external doors plus Community Room
- Christmas Eve service improvements
  - Keep same schedule next year: 10am, 2pm, 4pm, 10pm
    - Good for pastors, band and travelers; distributes attendance
    - Three communion stations went well; only a few used overflow rooms
- Christmas schedule 2018
  - Four weeks of Advent worship services

- Mid-Week noon Advent Worship services
- Four-week Advent Recital series
- Also plan for Advent Cantata & Children's Christmas Program
- Christmas Day community service hosted by Bethlehem Lutheran Church
- Idea: parents of new babies dress as bible characters/no rehearsals
- Quarterly Christian adult education 2018
  - January Forum – Chile Mission Team
  - February Forum – Lutheran Social Service presentation
- Summer 2018 Sunday worship services (June, July, August)
  - Possible change to one service at 9:30am (blended format)
    - With 9:00am Courtyard Coffee
    - This possible change will be discussed further at the February meeting
  - Positive approach: greater sense of unity/get to know other CTK members

**Prayer Requests Received**

**Meeting Adjourned:** Motion made/seconded to adjourn meeting at 7PM

**Next Meeting:** Feb 6 - 6PM (first Tuesday of each month/no July meetings) - forward agenda items

**Next Devotions:** Jodi M

**Respectfully Submitted:** Kris N

The Word and Sacrament Commission, based on the 2<sup>nd</sup> affirmation of faith promise to hear the Word of God and share in the Lord's Supper, shall:

- Direct and oversee curriculum planning; development and review for all educational programs & opportunities for all including Sunday & Vacation Bible School; confirmation; youth and adults in our church and community

Provide worship enrichment, sacramental participation, education opportunities and fellowship ministries

## **Christ the King Lutheran Church Covenant Commission Reports**

**Name of Commission:** Proclaim  
**Date of Meeting:** January 2, 2018

**Members Present:** Devin Rubink, Patrick Patterson, Eric Hudspeth, Kevin Klanderud

Discussed worship attendance for Christmas Eve and Christmas Day services

### CTK Editorial Calendar

- Devin presented 3 templates to potentially be used for 2018 editorial calendar.
- Calendar would be used primarily by Devin, but could also be shared with commissions and council to better communicate the timeline of upcoming events.
- The group decided the best format was the template provided by Curata marketing.
- Devin to fill out calendar at least 3 months in advance for review at next meeting.

Commission to develop a form for other commissions to submit ideas for areas of focus that they would like help in promoting or just sharing with the congregation through regular communications.

- Form to be reviewed during next month's meeting.

Next Meeting: Tuesday, February 6 at 5:30pm

Submitted by Devin Rubink

# **Christ the King Lutheran Church Covenant Commission Reports**

**Name of Commission:** **Servant**

**Date of Meeting:** **January 4, 2018**

**Members Present:** An E-meeting was held all were emailed. Cindy, Naomi, Todd, Mary, Spencer, Mary P, Annie, and Pastor Trish.

## **Call to order**

- Pastor Trish called the meeting to order.

## **Approval of minutes from the last meeting**

- The minutes were reviewed from the last meeting and approved without change.

## **Old Business**

- Earlier Start date of the Giving tree was a success.

## **New Business**

- Reviewed the commission planning document, it looks good. No comments made from the rest of the group.
- There is a week that the council is looking at and may approve for CTK to host the emergency shelter, be on the lookout for volunteer opportunities.

## **Pastor update:**

See new business.

## **Adjournment**

Naomi adjourned the E-meeting.

## **Christ the King Lutheran Church Covenant Commission Reports**

**Name of Commission:** Justice & Peace

**Date of Meeting:** January 4, 2018

**Members Present:** Nancy Patterson, Emma Norland, Kate Hansen, Pastor Patrick

**Members Absent:** John Frey

### **Summary of Key Items discussed at meeting:**

- J&P Commission Focus: We reviewed the feedback from the council and the tasks assigned to us. Our commission feels the tasks are in-line with what we have/should be working on. We will continue with the task list until we get further direction from the council.
- Chile/EPES Adult Forum: CTK had 5/10 members from our Chile Trip attend the adult forum at Trinity in Owatonna on Sunday December 17th. Trinity has shared all of their material for us to use. CTK is hosting adult forums about the accompaniment trip on Sunday January 14<sup>th</sup> at 9:30 am & Wednesday January 17<sup>th</sup> at 7:07 in the fireside room. Patrick will have the presentation set-up. Nancy will send out a reminder email to all from our Chile trip to attend and be ready to share about the trip.
- Mankato Zero Waste: Kate had tentatively scheduled an adult forum with Mankato Zero Waste for 2/4/18 at 9:30 but will need to reschedule due to a conflict with a visit from LSS. The plan is still to have some sample bags for CTK members to try composting and allow the use of CTK compost dumpster as a drop-off site.
- Reusable Bag Sale: Kate is going to design the bags using the CTK logo and some verbiage like 'caring for all of God's creation'. Emma will get quotes on a few different style bags from some different promotional businesses. We are looking at single color, single side & quantities of 500 – 1000. They will be available for sale to the congregation and also for use as promotional items (i.e. pride fest give away).
- Emergency Shelter: The J&P commission was excited to hear that CTK has approved being the church for the emergency shelter the week of January 28 – February 4 and is hopeful this is the spark needed to get support throughout the congregation for this initiative.
- ISAIHA Faith in Democracy: Patrick is going to invite some from ISAIHA to come to one of our J&P meetings to see how we could potentially work together on topics & outreach projects.
- Future Meeting Topics – the following are topics for discussion at future meetings as time allows. Poverty Simulation, Domestic Abuse Simulation, CTK Bicycle Ride-In (Spring), ISAIHA Faith in Democracy

### **Items for Council Action:**

No items for the council this month.

**Next Meeting:** February 1<sup>st</sup> 6:00 pm

**Respectfully Submitted:** Nancy Patterson