

CHRIST THE KING LUTHERAN CHURCH
CTK Church Council Agenda
2/20/2018 @ 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 (January)**
- 4. Consent Agenda: (Treasurer's, Worship Attendance, Pastors' Reports)**
- 5. Council Priority Topic: Stewardship Mission Team**
- 6. Old Business:**
 - a. Financial Audit Update
 - b. Commissions – new members
- 7. New Business:**
 - a. Financial Administrator Position
 - b. Emergency Shelter Week recap
- 8. Council Action: NONE**
- 9. Covenant Commission Communication**
- 10. Prayer Request/Adjournment**

Reminder – Next Council Meeting – March 20th

**Please email commission minutes to justinec@ctkmankato.org
by 10AM on March 14th**

**Christ the King Lutheran Church
Council Minutes January 16, 2018**

Members Present: Scott Nelsen, Pam Kraemer-Secretary, Pastor Trish Reedstrom, Mary Peters, Chastity Valvick-President, Matt Norland, Eric Hudspith, Pastor Patrick, Kate Hansen, Sandy Hasse, Jason Beal (Vice President)

Members Absent: Katie Wayne-Treasurer, Sara Hansen-Past President, Jim Armbruster

Devotions: Pastor Trish

Approval of Minutes – Scott/Eric made a motion to approve December 19, 2017 council minutes. (Motion Approved)

Consent Agenda – Matt/Mary made a motion to approve the December 2017 Treasurer's Reports, Pastors' Reports, and Attendance Report. (Motion Approved)

Pastor's Report – Pastor Trish updated that the Club 9 retreat is this weekend.

Treasurer's Report – A continued story of good news! Net income at 12/31/17 is \$66,591, considerably over our budget of \$24,115, and prior year net income at this point of \$35,753. Pledged giving for the month of December was almost \$24,000 over budget, bringing our year-to-date pledged giving at 12/31/17 (6 months) to \$396,000, about \$27,000 over budget. Non-pledged giving for the month was also up, almost \$18,000 over budget, bringing our year-to-date non-pledged giving at 12/31/17 (6 months) to \$79,000, about \$14,000 over budget. All other income categories were within a small range of the budgeted numbers. Overall, total income YTD at 12/31/17 was \$520,830 – considerably above our budget of \$480,000 due to the giving variances above! We are also above where we were last year at this time (12/31/16), which was \$500,000 in income.

Attendance Report – Discussed worship attendance, including holiday services.

Council Priority Topic – Homeless shelter, week of Jan. 28 – CTK was asked to fill in for one week for the rotating homeless shelter. We have agreed to the week of Jan. 28, which will have the least impact on our Wednesday night education program due to a Faith in Motion activity. Volunteers have come forward to assist with the necessary duties.

Old Business –

- Stewardship Mission Team update – 6-7 people have been identified so far to participate in a series of 8 videos to be shown before and during the pledge drive time. Two videos have been completed so far. Next meeting is January 24th.
- Financial Audit Update – In progress, no update
- Lectionary Study – a new weekly bible study has been started at 8:45 a.m.

New Business – Commission Roles and Tactics – positive feedback from the commissions. Suggestion to share commission minutes with all other commissions, not just Council. Possible retreat for all council members and all commission members in August. Commissions to identify how many additional members they are looking for and what talents they are looking for.

Council Action – None

Covenant Commission Communication – None

Closing Prayer – The meeting was closed with prayer requests.

Meeting adjourned at 6:30 p.m.

Next Meeting: February 20, 2018 at 5:30 p.m.

Respectfully submitted,
Pam Krahmer, 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, 3rd 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

February Senior Pastor's Report – Pastor Patrick Patterson

Administrative

- *Financials* – with the vacancy in the financial administrator position (see Personnel section below), I am working with CTK treasurer Katie Wayne, an outside accounting resource, and our church software company (ACS Technologies) to facilitate end of month procedures, and will distribute January financial results once they're available.
- *Pastor-to-Pastor Continuing Ed* – I will be participating in the Pastor-to-Pastor continuing education retreat at Gustavus on February 15 and 16. This is my third year of participation in this clergy group that meets as a whole three times annually, and multiple times in smaller colleague groups. I have also agreed to serve on the board for this collaborative effort of Gustavus, the Southwestern MN Synod and our Southeastern MN Synod.
- *Stewardship Mission Team* – the first Power of the Pledge Moment video was well received during worship services last week and we will have a new video for each of the next seven weeks. We plan to launch the official pledge drive on Saturday, February 24 and run the pledge drive until Palm Sunday, March 24 when we request that all pledges be turned in by members. Follow up will be conducted after that date with non-pledgers to ensure the broadest participation possible. While the CLUB 360 concept will be introduced during this time, the other two strategies will be launched later. In order to accommodate the volume of inviting all members with a gift of record to a thank you event, it's necessary to wait until the weather warms up to holds some activities outdoors. The strategy with inconsistent giving is still being worked out. The next mission team meeting is scheduled for Tuesday, February 13.

Here's the working calendar again:

1/10 – know first story

1/12 – start filming

2/1 – all videos done (two still in process)

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

- *Financial Administrator Vacancy* – the personnel committee is working with our Treasurer and me to respond to our short term and longer-term solutions to our financial management needs upon the separation of our financial administrator on Feb. 5, 2018. We will also look at staff development efforts as we move forward.
- *Annual reviews* – annual reviews with all staff members were completed in January. The new qualitative conversation format was well received and produced helpful discussion.

Facilities

- *Public Safety Training* – the Mankato police offered a public safety training course for houses of worship that focused on prevention of risk and reaction to active shooter situations in congregations. Rick participated in the training.

Proclaim Commission

- *New Members* – the commission would like to see three or more new members. It would be especially helpful to have folks with communications, journalism, web, social media or marketing interest or expertise.

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

- *Lenten Worship* – Ash Wednesday on Feb. 14 will mark the beginning of our Lenten Wednesday worship schedule with worship services at 4:45PM and 6:15PM. We will again have the round-robin preaching schedule with other ELCA pastors under the theme of Sabbath.

Pastoral Report

CTK Ministries 2018

February Associate Pastor's Report – Pastor Trish Reedstrom

Worship:

- We had another Faith in Motion worship service at the end of January. A thank you to Kathy Brozik, Lisa Brozik, and Jen Anderson for helping to tell the story of Ruth for children (young and old). Wednesday evening attendance was disappointing; we assume without an education hour on that night that many families choose to stay home. We are discussing doing the FIM worship service on the last night of the rotation instead of the “week in-between” so that more families are present. There is one more service that will happen for this program year – in May.
- Otherwise, we are busy planning for Lent worship opportunities!

Pastoral Care:

- Our week of hosting the homeless shelter saw a good turn-out in terms of numbers of volunteers, and positive comments from the guests. A HUGE thank you to John Love for all the work that he did in helping to coordinate the week and run interference for the communication difficulties that happened during the week. Any difficulties we had were “behind the scenes” and due to a variety of issues, like it was our first time, the shelter manager was new, etc. I’ve gotten email input from a number of people who volunteered and they would do it again. At the time of this writing, I still need to connect with the shelter manager to confirm if there is any need for the rest of the season, and what that might look like. An additional week would be more difficult, but perhaps not impossible, due to Wednesday night programming. If I have more info I will bring it to council.

Education and Youth:

- CLUB 9 retreat was very successful, with 27 out of 30 youth participating. We are continuing the preparation work toward Affirmation of Baptism in May. This will include trying a Sunday (the week before) lunch and time of celebration as opposed to the Saturday (day before) brunch to see if we get better turn-out. One of the upcoming events for this spring for CLUB9 is a “Money Matters” workshop for parents and youth.
- Just beginning planning with a small group for a women’s retreat this fall.
- Lectionary study on Thursday mornings is going well.

Continuing Education

- I have completed my First Call Theological Education this month, and am beginning the SHAPE Leadership program for the coming year.

Commissions

- Faithful People recommends that there be 8 people on their commission. They are interested in members who like to plan FUN! events. That includes brainstorming new ideas, and then planning/coordinating/recruiting help. They would also suggest an every other month with email communication in-between. An annual plan would be developed, members would take an activity to lead, and the year would then run smoothly....
- The Servant Commission recommends 7 or 8 people be a part of that commission. They would want people who can make the date/time of that particular meeting, and who would be willing to take on the projects of the commission.

Christ the King Lutheran Church Executive Committee, February 13, 2018

Members Present: Jason Beal (Vice President), Sara Hansen (Past President), Pam Krahmer (Secretary), Pastor Patrick, Chastity Valvick (President), Katie Wayne (Treasurer)

Members Absent: Pastor Trish

The meeting was called to order at 3:30 pm by President Chastity Valvick

Devotions: Pastor Patrick

Treasurer Report: None

Pastors' Reports: No additional updates from written reports.

Old Business:

- Stewardship Mission Team Update – Pledge Drive to launch on Feb. 25, run for four weeks.
- Financial Audit Update – Due to a vacancy in the financial administrator position we will be conducting an external audit as a matter of standard practice. Jason/Sara made a motion to approve expenses for the external audit, up to \$5,000. Motion approved.
- Commissions – new members – Commissions are identifying what the optimal number of members and ideal skills/traits of potential members.

New Business:

- Financial Administrator Position – We will be re-evaluating the position of the financial administrator position going forward due to a vacancy in the position. We are evaluating short-term fixes and long-term solutions.
- Emergency Shelter Week recap – CTK hosted the rotating shelter for a week. Volunteer turn out was good, with positive comments from the guests. Before committing to another week we will need to evaluate any concerns regarding scheduling, etc.

Covenant Commission Communications – Council continues to work with commissions as to how to help them function optimally.

Pastor Patrick closed the meeting with prayer requests. Meeting adjourned at 5:05 p.m.

Next meeting March 13, 2018, 3:30 p.m.

Respectfully submitted, Pam Krahmer, Secretary

Christ the King Lutheran Church Covenant Commission Reports

Name of Commission: Faithful People
Date of Meeting: February 6, 2018

Members Present: Scott Nelsen, Pastor Trish, Carol Peterson, Sandy Hasse

Members Absent: Bill Bickett

Devotions: Lord's Prayer

Minutes:

Old Business:

- Council is looking at reviewing the commissions
- Attendance, volunteering etc. is having problems across the board with all commissions
- Council will form a recruiting committee
- Late spring/summer have a rebirth of our commissions clarified
- Commission matrix will be presented to the commission
- How many people do we need on our commission and what talents. Looking at 8 volunteers.
- Discussed how often we should meet. Possibly have a planning meeting and organize for the remainder of the year.
- Need people with energy and enthusiasm – think outside of the box. Would like to see a senior high student; parent of a student; have a diverse group (age, gender, economic; people with kids)

New Business:

- Council will discuss the recruitment/nominating process
- Discussed the August retreat for the council – also discussed a commission retreat
- Helps to know who is on the other commissions – and support each other
- Reminders will include a link to all of the council/ commission minutes
- Generate a list prior to the meeting to get the conversation started

Next Meeting: March 6, 2018

Respectfully Submitted: Carol Peterson

Christ the King Lutheran Church

Covenant Commission Reports

Name of Commission: Word & Sacrament

Date of Meeting: February 6, 2018

Members Present: Pastor Patrick, Pastor Trish, Jessica DuRose, Kris Norland, Jim Armbruster (council liaison)

Members Absent: Jason Fette, Jodi Maas, Matt Norland (council liaison)

Call to Order: Jim Armbruster called the meeting to order at 6:15PM

Devotions: Pastor Patrick

Approval of the January 2, 2018, Meeting Minutes:

- Motion made/seconded by Kris N/Jessica D to approve the minutes - motion passed

Council Report:

- Good end to 2017 calendar year/\$27,000 over budget
 - Possible ramifications of new tax law next year
- Waiting for Executive Council's final tally on commission tasks
 - Ideal/full commission membership # (7 for W&S)
 - Announce needs at large-group settings, ie, worship choir
 - Fill unexpired and full terms
 - Gifts/talents needed (Saturday rep & 9:30 rep for W&S)

Items for Council Action: No report

Pastoral Report: Pastor Patrick

- Reviewed recent Homeless/Emergency Shelter hosted at CTK
 - Went well overall/averaged 25-30 per night
 - Volunteers excited about opportunity to serve/3-5 per shift
 - Double check-in system/feedback questionnaire
- Scout Sunday - ushering/pancake breakfast (pancakes provided to shelter guests)

Pastoral Report: Pastor Trish

- Club 9 Retreat/Jan 27-30
- 9th grade Affirmation of Baptism in May/noon luncheon the Sunday prior
- Wednesday night lectors/good list of 20+
- Women's Retreat/some interest for next Fall
- Moving Faith in Motion to last night of rotation/as Family Night
- Sunday School & Kids Club attendance/lower numbers since Christmas

Staff Report:

- Financial Administrator – need to fill short-term and/or long-term position

Old Business:

- Online postings of Worship Folder/Good News
 - Pastor Patrick will suggest that staff use “previous” folder & “current” file
- Summer and Christmas Eve service schedules – no new input since last meeting

New Business:

- Saving pews
 - Comment (1) from visiting/former CTK member @ “saving pews not welcoming”
 - Happens elsewhere/no solution (tech screen blurb? pew tax option?)

Prayer Requests Received

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

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

Reminder: Jessica unable to attend March 2018 and April 2018 meetings

Next Devotions: Jodi M

Respectfully Submitted: Kris N

The Word and Sacrament Commission, based on the 2nd 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: February, 2018

No minutes submitted

Christ the King Lutheran Church Covenant Commission Reports

Name of Commission: Servant
Date of Meeting: February 1, 2018

Members Present: Cindy, Naomi, Todd, Mary, and Pastor Trish.

Call to order

- Pastor Trish called the meeting to order.
- Devotion read by Naomi

Approval of minutes from the last meeting

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

Old Business

- Discussed the giving tree, Cindy will email the info.
- Discussed the progress of the emergency shelter and how that is going and the need for more volunteers if anyone is interested.

New Business

- The Power Points for the groups that the church funds were found. Discussed edits that could be made. Divvied out amongst the members of the commission, new power points to be made of the other groups we support. Discussed playing the power points during the church service in April.
- Need to look at the Budget at Next months meeting.

Pastor update:

Discussed Council Follow up, asked what talents or needs do we have for new recruitments? The group agreed we could really benefit from more members, a group of 7-8 would be nice.

Adjournment

Naomi adjourned the E-meeting.

Christ the King Lutheran Church Covenant Commission Reports

Name of Commission: Justice & Peace
Date of Meeting: February 1, 2018

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

Members Absent: John Frey

Summary of Key Items discussed at meeting:

- Minnesota Interfaith Power & Light: We had Briana Baker from MN Interfaith Power & Light come and speak with us about their organization and how Christ the King could work with them. Their current initiative is the Community Solar Garden. We have agreed to spread the word about their forum at the public library on February 20th and to sponsor an adult forum for her to share about their organization and the solar garden. Date for the adult forum is TBD.
- J&P Commission Focus: We discussed the council's request to provide feedback on the # of people desired for the commission and specific roles we need filled. We agreed to 5-6 total members in addition to the council & pastor liaisons. This means we are in need of three additional members currently. As far as specific needs we would like to have a more demographically diverse membership (men, women, ethnicity, ages) with people passionate about a wide range of injustices (current events, mental health, LGBT, environmental, racial inequity, religious inequity, economic inequity, homelessness).
- Mankato Zero Waste: The Zero Waste adult forum has been rescheduled for 3/4/18 at 9:30. Kate has shared a blurb with Devin to put in the Good News. 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 came up with some fantastic designs and Emma got us our first quote for a basic reusable grocery bag. We are going to look into the pricing for a bag that folds into itself, snaps shut and is easily carried in a purse or backpack as another option. There is some talk of using these bags for gifts within the congregation as well. Next meeting we will try and finalize our plan & purchase of the bags.
- ISALAH Faith in Democracy: Patrick is going to reach out to ISALAH to see if they can come to our March meeting.
- 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), ISALAH Faith in Democracy

Items for Council Action:

No items for the council this month.

Next Meeting: March 1st 6:00 pm

Respectfully Submitted: Nancy Patterson