

CHRIST THE KING LUTHERAN CHURCH
CTK Congregational Council Agenda
March 21, 2023

Meeting at Pioneer Bank

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

1. Attendance
2. Devotions – Brent Sandhurst
3. Approval of the Agenda
4. Approval of Meeting Minutes - February
5. Approval of Treasurer's Report
6. Commissions' Discussion
7. Finance Committee Approval
8. Nominating Committee Discussion
9. RiC Questions – Kathy B
10. RiC Task Force Approval
11. Connections Discussion
12. Faith Continuum Brainstorming
13. Pastor Melanie's Report
14. Covenant Commission Communication
15. Prayer Request/Adjournment

Next Meeting: Tuesday April 18 @ 5:30pm – Fireside Room

Devotions Schedule

Meeting Month	Scheduled Date	Devotions
August	08/30/2022	Dave Monk
September	09/20/2022	Kathy Brozik
October	10/18/2022	Jessica Ehrich
November	11/15/2022	David Krause
December	12/20/2022	Nancy Patterson
January	01/17/2023	Dan Rickbeil
February	02/21/2023	Gary Rudolph
March	03/21/2023	Brent Sandhurst
April	04/18/2023	Chloe Sinning
May	05/16/2023	Marlin Spangurd
June	06/20/2023	Brandon Stensrud

Liz Zaruba – On Call

Christ the King Lutheran Church
Congregational Council Meeting Minutes
February 28, 2023 @ 5:30 pm

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

Members Present:

David Menk – President
Nancy Patterson – Past President
David Krause - Treasurer
Jessica Ehrich - Vice President
Liz Zaruba – Secretary (via Zoom)
Pastor Melanie Wallschlaeger
Gary Rudolf
Marlin Spangrud (via Zoom)
Kathy Brozik (via Zoom)
Brent Sandhurst
Dan Rickbeil
Chloe Sinning (Youth Rep)

Members Absent:

Brandon Stensrud

Call to Order: D. Menk

Devotions: G. Rudolf

Approval of Agenda

Br. Sandhurst moved to approve the agenda

D. Rickbeil second

No discussion

Vote: All approve

Approval of January Minutes

D. Rickbeil moved to approve January minutes

N. Patterson second

No Discussion

Vote: All approved

Approval of Treasurer's Report

N. Patterson move to approve Treasurer's Report

Br. Sandhurst second

Discussion: January and our operational budget are both behind where they should be; we're spending more than budgeted; roof expenses are included in this; income was also down in January. Cultivate goes to operational income. Pledged income is down.

We need to talk with the Stewardship Committee to discuss a capital campaign regarding roof issues, educating members on why giving is important, discuss covering the fees for online giving, discussion around Wednesday night suppers and how they are funded, etc.

Vote: All approved

Commissions Details

Commissions- multifaceted vs. committees-one task. The members present agreed they would like to stay with commissions. Looking at changing 3 of them: Worship (remove sacrament), Education (instead of Proclaim), Faithful Fellowship (remove people).

Marlin states to change names because of constitutional by-laws, there would need to be a congregational vote.

Meeting Materials to post on web

Amy Olson previously posted the whole council packet on the website.

Motion: To put entire council packet on the website monthly AFTER the minutes are approved.

D. Rickbeil move to approve putting the entire council on the website monthly AFTER the minutes are approved.

Br. Sandhurst second

Discussion: Special executive sessions that are confidential would not be posted as well as no committee minutes. Only commission minutes would be included in the council packet.

Vote: All approved

RIC Committee Formation

Liz clarifies that it would be a task force not a committee. Approval is still needed.

N. Patterson moves to make a motion to form a task force for RIC up to 15 people for the purpose of education.

D. Krause second

Discussion: Important to keep task force informative. K. Brozik has asked that the RIC Task Force report to the council on a monthly basis.

Vote:

Approval-9

Opposed- K. Brozik (per her request to include in minutes)

Abstain-1

Motion passed

Pastor's Report

Thank you for the staff luncheon. Stewardship team has met twice.

Covenant Commission Communication

Minutes need to be approved at March 21, 2023 meeting.

Adjournment

D. Krause moved to adjourn

D. Rickbeil second

No discussion

Vote: All approved

Next Executive Committee Meeting: **Tuesday, April 4th @ 5:30pm**

Next Council Meeting: **Tuesday, April 18th @ 5:30pm**

Devotions Schedule

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August	08/30/2022	Dave Menk
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Liz Zaruba - On Call

Christ the King Lutheran Church
2/28/2023

	Feb 2023	MTD Budget	Variance	YTD	YTD Budget	Variance	Feb 2022	Variance	Prior Year	Variance
Total Operational Income	\$ 59,506	\$ 54,380	\$ 5,126	\$ 555,108	\$ 626,480	\$ (71,372)	\$ 50,114	\$ 9,392	\$ 588,430	\$ (33,322)
Total Operational Expenses	\$ (70,549)	\$ (69,996)	\$ (553)	\$ (689,952)	\$ (560,017)	\$ (129,935)	\$ (55,154)	\$ (15,395)	\$ (531,618)	\$ (158,334)
Other Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,871	\$ (1,871)	\$ 76,472	\$ (76,472)
Other Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Endowment Income	\$ -	\$ -	\$ -	\$ 11,371	\$ -	\$ 11,371	\$ -	\$ -	\$ 883	\$ 10,488
Net Income/(Loss)	\$ (11,043)	\$ (15,616)	\$ 4,573	\$ (123,473)	\$ 66,463	\$ (189,936)	\$ (3,169)	\$ (7,874)	\$ 134,167	\$ (257,640)

Key performance variances from budget and prior year

	Feb 2023	Budget	Variance	YTD	YTD Budget	Variance	Prior YTD	Variance
Pledged income	\$ 37,190	\$ 38,000	\$ (810)	\$ 340,308	\$ 386,500	\$ (46,192)	\$ 346,546	\$ (6,238)
Non-pledged income	\$ 13,869	\$ 11,000	\$ 2,869	\$ 151,369	\$ 192,500	\$ (41,131)	\$ 174,241	\$ (22,872)
Other income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 74,501	\$ (74,501)
Energy Incentive Income	\$ -	\$ -	\$ -	\$ 7,768	\$ -	\$ 7,768	\$ -	\$ 7,768
Music expense	\$ 724	\$ (500)	\$ 1,224	\$ (8,026)	\$ (4,000)	\$ (4,026)	\$ (5,670)	\$ (2,356)
Church camp/Green Lake	\$ -	\$ (125)	\$ 125	\$ (5,603)	\$ (1,000)	\$ (4,603)	\$ (2,491)	\$ (3,112)
Bldg repairs	\$ (1,227)	\$ (1,000)	\$ (227)	\$ (110,478)	\$ (8,000)	\$ (102,478)	\$ (5,370)	\$ (105,108)
Electricity expense	\$ (3,544)	\$ (3,083)	\$ (461)	\$ (19,588)	\$ (24,667)	\$ 5,079	\$ (20,339)	\$ 751
Support Staff	\$ (25,668)	\$ (27,167)	\$ 1,499	\$ (231,330)	\$ (217,333)	\$ (13,997)	\$ (197,676)	\$ (33,654)
Community Supper expense	\$ (2,028)	\$ (2,000)	\$ (28)	\$ (21,883)	\$ (16,000)	\$ (5,883)	\$ (9,075)	\$ (12,808)
		\$ 4,191			\$ (205,463)		\$ (252,130)	

CHRIST THE KING LUTHERAN CHURCH
Executive Committee Meeting Minutes
March 7, 2023 @ 5:30pm

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

Members Present:

David Menk - President
Jessica Ehrich - Vice President
Pastor Melanie Wallschlaeger
Liz Zaruba - Secretary
Nancy Patterson – Past President
David Krause - Treasurer

Members Absent:

Call to Order - D. Menk

1. Treasurer's Report

- No report at this time
- Report from Dave on CTK Pledges; percent that is given each month; brainstorming how to increase giving, should the Stewardship Committee be doing more, do they need direction from the Council?

2. Pastor Melanie's Report

- Getting updated signatures for the bank for endowment fund

3. Commissions & Council

- Removing the “determination of distribution of funds..” under Servant; task will move to Stewardship Committee; Servant can recommend organizations to support
- New Member Care only under Fellowship
- Will ask the nominating committee to start looking for a future secretary for council as well as who would be a good candidate for vice president
- Will look at which committees to add to the constitution via email and how all other committees (what are they?) and how they are structured, who they report to, etc.

4. Finance - Committee Structure

- Making the Stewardship Committee the same as Finance Committee; adding this committee to the by-laws of constitution; select members by application; committee will be led by the Treasurer; potential for 8 members plus treasurer

5. RIC - Next Steps

- At the last council meeting, Kathy asked for monthly updates from RIC right at the end: updates will be provided monthly through Justice & Peace commissions updates
- Answering the questions that were proposed below:

1. How will the RIC task force keep the council informed about the process? RIC will update monthly through the Justice & Peace commission updates

2. What is the council's role in RIC before bringing a vote before the congregation? RIC task force will get approval from the council before bringing a vote to the congregation.

3. Does the council need to approve anything before the RIC task force requests a vote? What is that process? RIC task force will get approval from the council before bringing a vote to the congregation

4. Should RIC task force do a training session for council members? No, but council members are welcome to attend an online training but asked to pay for the cost themselves

- Liz provided an update for a suggested RIC taskforce timeline

6. Connections Ministry Update

- Low on cash-flow, grant coming but not until the end of May; they do have an upcoming fundraiser - is there anything CTK can do?
- March 31st is the Sleep Out - should CTK create a group? (teams of 7 asked to raise \$3500)
- Connections Ministry has been suggested to the Endowment Committee, they will be making their recommendation soon
- We have some Connections money set aside in the budget; can we do a gift matching with members?

7. Communion Help - June

- Council is responsible for serving communion during the month of June
- Only one service on Sundays; will check to see if its every Sunday or just 1st and 3rd

8. Council - Faith Continuum

- Will ask for April 30th for Council

Next Executive Committee Meeting: April 4th @ 5:30pm
Next Council Meeting: Tuesday, March 21st @ 5:30pm

Faithful People Commission
February 13, 2023 5:30 pm
Fireside Room ~ CTK

Members present: John Branstad, Kirsten Elliott, Alyssa Herrig, Wanda Pearson, Pastor Melanie, Sandy Hasse, Madysen Pearson

Absent: Kathy Brozik, Max Nessler., Megan Lewandowski

Agenda:

1. Welcome ~ overview of meeting agenda

2. Devotions: John Branstad

3. Council Update: Kathy provided notes, Pastor Melanie

- Working on constitutional changes, but waiting for updates to Commissions; Meeting scheduled for Jan 24
 - Sandy: There was work done on this with Pastor Tim
 - Pastor Melanie: No one can find the output of that work
- Roof maintenance is complete and paid for, but likely upcoming capital campaign to raise funds for future maintenance

4. Old Business

A. Senior Recognition

a. Date: Wed May 24

a. Dinner at 5pm; Alyssa to contact Clayton about the meal

i. See what creative meal ideas Clayton might come up with

a. Service at 6pm

i. Line-up, carry quilts, graduates process in w/Pastor(s), communion

a. Sandy to contact Carol Burns about the video slideshow

a. Sandy to contact Ann Stewart about the date for quilts

a. Kathy to contact Jan & Leslie about decorations

a. Faithful People - All hands on deck 😊

B. Communion

a. Wed 2/15: Sandy, Wanda

a. Sun 2/19 8:15: Kirsten

a. Sun 2/19 10am John, Alyssa

a. Ash Wed 2/22 Sandy, Wanda, Alyssa, Kirsten

B. Completed / Upcoming Events

a. Skiing

i. Good attendance for skiing: 20+

i. Didn't have enough for tubing

a. Skating Sun Apr 2, 2:30-4p @ All Seasons

i. Free Will donation

i. Looking for a way to Venmo (or similar)

a. Artifact:

- i.Looking at a Women's night and Family Night
- i.Maybe early May? Maybe Tue evening 6-8p or similar?

D. Coffee Hour

- The mugs are IN!
- Sell for \$10 each
- First Sunday is March 12
 - Will have a "Coffee Cart" with warmers, storage, etc.
- Promote it:
 - "It's Coming!" teaser slide ASAP
 - Maybe a video (Alyssa/Kirsten)
 - Temple Talk Feb 26, Mar 5:
 - Available Shortly before 10am and after
 - New CtK tumblers available for sale!
 - 2nd and 4th (Non-communion) Sundays
 - Trial run for March, Apr, May
 - If you're interested in volunteering/helping see us
 - Brought to you by the Faithful People Commission!
- After-the-fact survey for feedback

5. New Business

6. Adjourn (Goal of 6:30pm)

NEXT MEETING: Mar 13, 5:30 pm., CTK Fireside Room
Devotions: TBD

Justice and Peace Commission Minutes Fireside Room Tuesday, March 14, 2023 6:30 pm	Members Present: Eileen Campbell, Kathy Sallstrom, Chloe Sinning, Chuck Syverson, Pastor Melanie Wallschlaeger, Brent Wood, Liz Zaruba
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Agenda Item	Discussion	Action Plan
Call to order	<ul style="list-style-type: none"> Meeting was called to order 	
Devotion - Chloe		<ul style="list-style-type: none"> April: Chuck
Old Business		
Movie Night: 3/28 at 6:30	<ul style="list-style-type: none"> Discussion questions Discussion space Acquiring feedback 	<ul style="list-style-type: none"> Childcare: Melanie will talk to Kirsten. Only have paid care if someone pre-registers for it Popcorn: Melanie will work with Alyssa/Kirsten to organize Napkins: use napkins from closet Equipment: Melanie will work with Al/Kirsten Info in weekly welcome starting tomorrow 3/15 Welcome/Intro: Di or Kathy Questions: Liz will look up questions for discussion Break-out group & directives: <ul style="list-style-type: none"> Rooms to use as needed - movie theater, conference room, youth room, fireside room, chapel Word/phrase result: come back to theater to share Whole group: share phrase Welcome feedback/Thank yous: Di or Kathy Feedback: follow up with participants after with a survey; gather emails for those that didn't pre-register
Peace Focus Update Identifying diverse groups	<ul style="list-style-type: none"> Who is asking Todd for contact information of groups he has brought in? 	<ul style="list-style-type: none"> Have Todd as a backup for people to contact, but not contact at this time Chuck is still working on some other things

		<ul style="list-style-type: none"> • “Taking Heart Iftar” event: Apr 1, 2023 7:15 PM. Pre-register at http://www.mnchurches.org/what-we-do/taking-heart
Library Book Donation	<ul style="list-style-type: none"> • Clarify guidelines 	<ul style="list-style-type: none"> • Kathy will contact library committee and ask for a written copy of guidelines
RIC - Liz	<ul style="list-style-type: none"> • RIC Time Line 	<ul style="list-style-type: none"> • See page 3 for details
May Highway cleanup	<ul style="list-style-type: none"> • Update: We’ve renewed our commitment for the next two years. Thank you, Melanie. http://www.dot.state.mn.us/adopt/ • Who is contacting Alyssa in April so youth/9th grade can participate? Permission forms. 	<ul style="list-style-type: none"> • Melanie will forward Alyssa the permission slip
New Business		
Time & Talents	<ul style="list-style-type: none"> • Pastor Melanie: Member at Large, Logistics, Historian • Kathy: Chair, WELCOME Rep. • Eileen: Secretary, Compost, Hwy. Clean-up • Chloe: Council Rep, Pulse on Youth • Brent: Spokesperson, WELCOME finance • Chuck: Library Rep., Diversity Engagement • Di: RIC Co-chair and News Releases • Liz: RIC Co-chair and Graphic Design 	<ul style="list-style-type: none"> • Who is the point person for Pride Fest? Don’t need one at this time • Who reimburses or disperses expenditures? Melanie • How else are you involved that should appear here for future reference?
April Messenger Focus	<ul style="list-style-type: none"> • Brainstorm 	<ul style="list-style-type: none"> • Eileen will do a snapshot on MN water quality
Isaiah-Justice focus	<ul style="list-style-type: none"> • Is this group familiar to anyone? 	<ul style="list-style-type: none"> • We are technically a member, but we haven’t been super involved for a bit. • Melanie will talk to Todd about having Katherine Lazzada come in and talk at Faith Continuum.
Future Faith	<ul style="list-style-type: none"> • Trans advocacy 	<ul style="list-style-type: none"> • Chuck will touch base with a possible speaker

Continuum topic		
Council Report – Chloe	<ul style="list-style-type: none"> Chloe summarized what was talked about with RIC at the last meeting 	
Lord's Prayer - Chloe		
Meeting Adjourned	Time: 7:55	
Next Meeting	Tuesday, Apr 11, 2023 6:30 PM	
Minutes submitted by:	Eileen Campbell	

Suggested RIC Timeline
Saint Cautious

- March 10th - Applications Due
- March 14th - Finalize list of names for task force
- March 21st - Get final approval from CTK council at meeting
- April - RIC First Meeting
 - o Send Faith Community Assessment to members before meeting
 - o Step One: Getting to know each other; small one-on-ones
 - o Step Two: Faith Community Assessment discussion
 - o Get members registered for online BIC training
- May & June - BIC Trainings offered
 - o May 6 & June 3
 - o 11am - 3:30pm CT
- May - RIC Meeting
 - o Step Two: Gathering Info, Conflict History discussion
- June, July, August - One-on-One's
 - o Conduct 1-on-1s with commission members
- September - RIC Meeting
 - o Step Three: Mapping the Journey

**Christ the King Lutheran Church
Servant Covenant Commission
Thursday, February 16, 2023**

Members Present: Pastor Melanie Wallschläeger, Jeri Retzlaff, Mary Jo Menden, Tim Bye, Gary Rudolf, Heather Javens Members

Absent: Mary Peters

Tim Bye gave devotions.

Approval of minutes from the Last meeting

Old Business: Council Report: The Council is considering restructuring the commissions.

Ukrainian Refugee Update: Burnsville service completed. Pastor Melanie will contact Eide Bailey for any leftover funds to distribute.

Naomi Baker has resigned from the committee, Tim Bye to take over for Commission Liaison for Wed Community dinners, Jeri Retzlaff to take over as Commission Liaison for Lunch for a Buck/Crossroads.

New Business: Need people to come help clean rental house for Nicaraguan Refugee family.

Planning to discuss how we direct dollars, where the money goes. Servant Purpose c. Oversee the disbursement of benevolent monies.

Next Meeting date/Time/Location & Devotions: March 16th, 5:30pm, in-person at CTK Gary Rudolf will give devotions on March 16th Jeri Retzlaff will give devotions on April 20th Christ the King Lutheran Church.

**Word & Sacrament Commission
To Hear God's Word & Share in the Lord's Supper
Meeting Minutes, March 2, 2023**

Members present: Pastor Melanie, Nancy Armbruster, Amy Boles, Sean Sletten, Rick Lund

Members absent: Joy Macheel, Megan Sandhurst, Kathy Kachelmyer, Jessica McNamara, Brandon Stensrud, Karen Barnett

Call to Order: Rick Lund, Chair, called the meeting to order at 6:33

Devotions/Prayers: Rick

Approval of February 2, 2023- meeting minutes

Motion made/seconded by Nancy A./Sean S. to approve minutes. Motion carried.

Council Report: No Church Council report at this meeting.

Pastoral Report: Council will move meeting packets to the CTK website after approval.

Reconciling In Christ Task Force being formed to lead congregation through RIC journey.

CTK is serving as the fiscal agent for Nicaraguan family that has moved to our community. Many congregations involved with this opportunity.

The Church Council continues to work on a restructuring plan that will be brought to the congregation for approval.

Pastor Melanie gave an update on the "ASK" Lenten series. Congregational members will share their faith story and lead the congregation in answering questions that leads to self-reflection. Each week in Lent will have a theme to guide the services.

***** Holy Week Services**

Thursday, April 6th, Maundy Thursday- 7:00pm with 1st Communion Celebration

Friday, April 7th, Good Friday- Noon, 3:00pm- Children/family live presentation, 7:00pm

Saturday, April 8th, 5:30pm

Sunday, April 9th, EASTER Sunday, 7:00am, 9:00am, 11:00am

Old Business: Funeral policies and procedures: This discussion was lengthy, and it was decided that all commission members should take a close look at the policy. It is attached to these minutes. An update will also be forwarded to commission members when available. This discussion will continue at our next meeting on Thursday, April 13th.

New Business: NEXT MEETING MOVED TO THURSDAY, APRIL 13TH to

avoid conflicts with Maundy Thursday Service.

Discussion:

Prayer Requests: none, Pastor Melanie led us in prayer to close the meeting.

Meeting Adjourned: Motion made/seconded Karen/Amy to adjourn at 7:18.

Next Meeting: Thursday, March 13, 2023, 6:30 Zoom

Meet 1st Thursday of each month at 6:30 pm (no meeting in July)

All commissions may meet in per on occasion.

Future agenda items: Please forward to our Commission Chair prior to meetings.

Devotions:

Apr.- Jessica

May- Amy

June- Karen

July- NO MEETING

Respectfully submitted, Rick Lund

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

- • Direct the oversee of curriculum planning, development and review for all educational programs and opportunities for all including Sunday and Vacation Bible School, confirmation, youth and adults in our church and community.
- • Provide worship enrichment, sacramental participation, educational opportunities, and fellowship ministries.

Pastor Melanie's Report to Council
March 2023

1. **"Ask" Lenten Midweek Faith Reflections:** I've received positive feedback regarding how the Lenten faith reflections have been received. I've loved learning from lay people as I heard them reflect on their faith and life experiences, including the questions that they encounter in the daily lives. The only setback of having lay faith reflections is that we have one midweek service, rather than two – to accommodate the availability of lay speakers.

March 1 – Amy Lorenz

March 8 – Kristin Krusemark

March 15 – Eileen Campbell

March 22 – Adrian Lo

March 29 – Spencer Quiram

2. **Guidelines to Funerals at CTK:** The Word & Sacrament Commission and Communications Coordinator, Andrea Petzel, have been working on a funeral policy for CTK to use when a funeral home is not involved. I anticipate that it will come before the Council for review and approval next month.