

CHRIST THE KING LUTHERAN CHURCH
CTK Congregation Council Agenda
February 15, 2022 @ 5:30pm

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

- 1) Attendance
- 2) Devotions – Ola Pietka
- 3) Q&A with Candace from Cultivate
- 4) Meeting Minutes & Treasurer’s Report
 - a) Approve Minutes & Treasurer’s Report
- 5) Mask Policy Review
- 6) Conversation with the Council Recap
 - a) Handicap Parking
 - b) Frequency
- 7) Memorial/Gifting Wish List
- 8) Pastor Melanie’s Report
 - a) Admin/Communications Position(s)
- 9) Covenant Commission Communication
- 10) Prayer Request/Adjournment

Next Meeting: Tuesday March 15 @ 5:30pm

Devotions Schedule

Meeting Month	Scheduled Date	Devotions
August	08/17/2021	Nancy Patterson
September	09/21/2021	Jessica Joyal
October	10/19/2021	Brent Sandhurst
November	11/16/2021	Duane Olson
December	12/21/2021	Kathy Brozik
January	01/18/2022	Brandon Stensrud
February	02/15/2022	Ola Pietka
March	03/15/2022	Chris Austin
April	04/19/2022	Carrie Kijenski
May	05/17/2022	David Menk
June	06/21/2022	Liz Zaruba

CHRIST THE KING LUTHERAN CHURCH
Congregational Council Meeting Minutes
January 18, 2021 @ 5:30pm

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

Members Present:

Nancy Patterson – President
David Menk – Vice-President
Chris Austin – Treasurer
Liz Zaruba – Secretary
Pastor Melanie Wallschlaeger
Carrie Kijenski – Past President

Kathy Brozik
Brent Sandhurst
Duane Olson
Jessica (Joyal) Ehrich
Gary Rudolf
Chloe Sinning (Youth Rep)
Ola Pietka (Youth Rep)

Members Absent:

Brandon Stensrud

Call to Order: N. Patterson

Devotions: K. Brozik

November Minutes

C. Austin moved to approve the December minutes
D. Menk second
No discussion

Vote: All approved

Treasurer's Report

G. Rudolf moved to approve the treasurer's report
C. Kijenski second
C. Austin gave a review of the budget report. In the process of collecting quotes for refinancing; current reached out to MinnStar and MIF. Discussion around if we should be asking other local banks for quotes.
D. Olson will plan to discuss with Dave Krause (Pioneer Bank) and Stuart Sneer (United Prairie) and make introductions to C. Austin.

Vote: All approved

Amy Olson

Amy Olson submitted a letter of resignation; last day at CTK will be January 28

Pastor Melanie is asking the personnel committee to write up a job description, look at updating this specific position; she will also complete an exit interview with Amy

Cultivate Update

- Candace is good with the lease as council approved last month; waiting for final approval from her lawyer
- Requesting an update from Candace regarding the construction/floor plans of area

COVID Policy Update

C. Austin moved to approve a policy to mandate masks while inside CTK effective January 23 for one month, to be reviewed at the February council meeting.
J. Ehrich second

No further discussion

Vote: All Approved

Pastoral Leadership Report - Pastor Melanie

- IT Updates - looking to get bids from other companies; get the ball rolling on this project; software, system, website, hosting, etc.
- Building updates - exploring options/quotes regarding kitchen roof and HVAC issues

Commission Communications

D. Olson moved to accept commission communications

G. Rudolf second

Discussion:

Faithful People (K. Brozik): Planning on doing senior reception again

Vote: All approved

Closing Prayer – Pastor Melanie and the Lord's Prayer

D. Olson moved to adjourn

K. Brozik second

No Discussion

Vote: All approved

Next Executive Committee Meeting: Monday, February 7th @ 5:30pm

Next Council Meeting: Tuesday, February 15th @ 5:30pm

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August	08/17/2021	Nancy Patterson
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CHRIST THE KING LUTHERAN CHURCH
Executive Committee Meeting Minutes
February 7th, 2022 @ 5:30pm

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

Members Present:

Nancy Patterson – President
David Menk - Vice President
Liz Zaruba - Secretary
Chris Austin - Treasurer
Pastor Melanie

Members Absent:

Carrie Kijenski - Past President

1. Cultivate Lease Discussion

- Candice had a few notes regarding lease after meeting with lawyer
- Exec. council reviewed these with Todd L. and agreed to changes
- We will work to get Candice information to make payments to CTK through bank
- Hoping to open mid-April
- Candice attending next council meeting to be available for questions

2. Financial Report

- January was a solid month of giving; currently ahead of budget for the year

3. Coffee & Conversation with the Council

- Members had a chance to meet with council members on Sunday, Feb. 6
- Good conversations; full room; something we should do more often; members appreciated the opportunity
- Discussed the need for more handicap parking spots; Carl will look into signs, preferably ones that can be moved for plowing and Faith & Formation
- Members looking forward to Faith & Formation again this summer; Adult Ed going great; need to have council members/church members available for greeting in between Sunday services
- Also interested in doing a conversation like this with the Education group

4. Strategic Planning

- This is something we will start moving forward with; specifically looking at commissions and constitution
- Dave Menk has agreed to spearhead this project

5. Pastor Melanie Updates

- Looking to hire two part time positions - one admin and one communications
- Continue to move forward with technology needs: website hosting, church software

6. Connections Ministry

- 3rd Sunday of each month is CTK's responsibility for Connections supper and worship service that take place Sunday evenings
- Servant Committee will manage

Next Executive Committee Meeting: Monday, March 7th @ 5:30pm

Next Council Meeting: Tuesday, Tuesday, March 15th @ 5:30pm

CTK Council Report
By Pastor Melanie
February 2022

1) Staff Retreat & Development

Pastor Emily Carson from the SEMN Synod led a staff retreat for us on Thursday, January 27th. While part of the retreat included our farewell & thanksgiving for Amy Olsen, most of the morning was spent opening up about what's most enjoyable about our work and what is most difficult. We also named the things we want to "pack in our suitcase" for how we work with one another and what we want to add the suitcase in our communication tools. Most of our full and part-time staff members were able to participate in the staff retreat, which made it a rich and worthwhile experience. I will schedule at least 2 more staff retreat days in 2022 so that we can learn about our own and one another's Enneagram types in a way that helps us be our best together.

2) Personnel Committee & Support Staff Positions

Dave Menk & Brad Brozik (both on the Personnel Committee) conducted an exit interview with Amy. I met with the Personnel Team following that meeting to have a brainstorming session on what the support staff position(s) should look like moving forward. Our recommendation moving forward is that we post 2 part-time positions: 1) Communications Coordinator position (approximately 15 hours a week) and 2) Administrative Assistant position (approximately 25-30 hours a week). Along with the recommendation for these 2 part-time positions, the Personnel Committee recommended moving the Administrative and Communication workstations to the reception area, which we feel will create more hospitable feel when people enter the office and help traffic flow. We talked about making the current Communications office a Property Management office so staff can be centralized and better communication can occur. Another recommendation was for office hours to be reduced to 9-3, instead of 8-4, so that the support staff can have some uninterrupted work time. I plan to post these positions this week.

3) Synod Training for Congregation Council Members and Rostered Leaders

I would like us to build on how we equip event for Council and Commission members. The SEMN Synod is hosting an event (both online and in-person) to support and equip Congregation Council members and rostered leaders as they live into their leadership roles and responsibilities. The event is called, "Councils as Leaders: the Spirit of Connection." The event is free and it will take place on Sunday, March 20, from 1-4 PM, at Trinity Lutheran Church in Owatonna. I think it would be great if a few of CTK Council members attended. I plan to attend myself. Registration is available at <http://semnsynod.org/cal22>. Registration by March 7th is strongly encouraged.

4) Lent Series

We will be returning to offering 2 midweek worship & Faith Continuum experiences this Lent. Here is the Wednesday schedule during the season of Lent:

- 3:30 "Road to Coronation" Lenten themed study with Gerry Giese
- 4:30 Worship
- 5:00 Community Dinner
- 5:15 "Road to Coronation" Lenten themed study with Gerry Giese
- 6:00 Worship
- 6:45 Faith Formation & Confirmation

Word & Sacrament Commission
To Hear God's Word & Share in the Lord's Supper
Meeting Minutes, Feb. 3, 2022

Members present: Chris Carroll, Kristin Krusemark, Rick Lund, Brandon Stensrud, (Council Liaison) Karen Barnett, Pastor Melanie Wallschaeger

Members absent: Nancy Armbruster, Joy Macheel, Megan Sandhurst, Sean Sletten

Call to Order: Chris C., Chair, called the meeting to order at 6:32pm

Devotions/Prayers: Chris

Approval of January 6, 2022 meeting minutes

Motion made/seconded by Rick / Chris to approve minutes. Motion carried

Council Report: Cultivate Infant Child Care plans are being finalized. Church Council will host a Q & A after the 8:15 Service at about 9:00

Old Business: Name Tags - No news

Time & Talent Survey - No news

Usher/Hosts - We have a list of the past Ushers. We are looking to update and add to this list. Usher and Host responsibilities will be combined. Rick will create a sign up board to be put up in the narthex. It will have a brief description of the responsibilities. After church services, members can add their name and contact information to this board. We are investigating how families and/or confirmation students could be involved in this.

Youth Bibles - We want to give a simple picture Bible to children at Baptism, give the SPARK Bible at the "Milestone" of starting Faith Formation - age 3 or 4, and a more mature Bible to students around grade 3. Pastor Melanie has a game to help children learn how to look up verses. She would like to have "Milestone" check-ins with families as their children go through the Faith Formation. She will research the picture Bibles.

Lenten Services - 4:30 & 6:00 will be the same service. The 4:30 Service will not have Kid Talk or the band.

Holden Prayer - This will be used 1-2 times during the Lenten Services. Pastor Melanie and Garrett are researching new prayers. We need to find something that is singable and meaningful to all the different families who attend Lenten Services.

Prayer Requests:

Meeting Adjourned: Motion made/seconded Rick/Karen to adjourn at 8:12 pm

Next Meeting:

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

All commissions meet together on occasion

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

Next Devotion: Rick

Respectfully submitted,

Karen Barnett

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

- Direct the oversee 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.

Justice & Peace Commission Minutes

February 1, 2022; via Zoom

Present: Eileen Campbell, Chloe Sinning, Di Storvick, Pastor Melanie Wallschlaeger

Call to order – Eileen

Devotion/prayer – Pastor Melanie

Approve January minutes – motion to approve - Di; second - Chloe

Old business

- Social Justice Conversations
 - Book Study - *Waking up White*: Last discussion Feb 3rd (Chapter 29 to end)
 - Next book: group read type plan - *Fierce Love* by Rev. Jacqui Lewis
 - Di will write up something introducing it that we can get in the March newsletter and send to Pastor Melanie
 - Eileen will make a PowerPoint slide for announcements starting later this month
 - Possible future conversation Jonathon Van Ness 'Getting Curious' episodes
- RIC
 - One on ones with council are almost done - just one or two left
 - One on ones will start with church staff and commission members
 - Pastor Melanie sent list and it is added to the spreadsheet
 - We will each start picking from the list and putting our name down as we have time to plan conversations
 - "Building an Inclusive" church training
 - Chloe will go in February
 - Ideas for starting education when we feel it is time
 - Faith, Sexism and Justice statement is available on the ELCA synod site and has a Bible study/discussion group guide
 - Eileen will start a shared doc that we can all add ideas, resources, speakers, etc. for when we get to that point
- Starting up organics recycling again
 - Pastor Melanie will call or work with Carl to call West Central Sanitation and get pick up started again.
 - Also need to purchase compostable bags, plates, cups, cutlery to get that going as well.
 - There are laminated signs in the Justice and Peace mailbox at church showing pictures of recyclable and compostable items. Eileen has the originals if more need to be printed.

New business

- Nothing for this month

Council report – Nothing related to Justice and Peace

Next meeting: Tuesday, March 1 @ 6:30PM on Zoom

Lord's Prayer

Adjournment

Minutes submitted by: Eileen Campbell

<i>July</i>	<i>August</i>	<i>September</i>	<i>October</i>	<i>November</i>	<i>December</i>
No meeting		<ul style="list-style-type: none"> • Pridefest • Highway Cleanup 	<ul style="list-style-type: none"> • Domestic Violence Awareness Month 	<ul style="list-style-type: none"> • Native American Heritage Month 	
<i>January</i>	<i>February</i>	<i>March</i>	<i>April</i>	<i>May</i>	<i>June</i>
			<ul style="list-style-type: none"> • Earth Day 	<ul style="list-style-type: none"> • Highway Cleanup 	<ul style="list-style-type: none"> • Juneteenth

Christ The King Lutheran Church

Servant Commission Report

Date of Meeting: Thursday, February 3, 2022

Members Present: Cindy, Marilyn, Naomi, Jessica, Pastor Melanie, Mary O., Mary P., Todd

Approval of Minutes from the Last Meeting

N/A

Old Business:

New Business:

1. The Shelter Church needs servers for the meal at Grace on the 3rd Sunday each month. (Pastor Melanie and Family did it once, Nancy Patterson and family did it once)

Todd moved and Mary P. seconded that we provide this service. The vote was unanimous in favor.

2. A family is in need of having a meal brought to them on Wednesdays for 3 or 4 weeks. Mary O. and Mary P. will take care of that.

On the Agenda for Next Time: We will have the description of the Servant Commission duties

Adjournment: Marilyn submitted the minutes.