

CHRIST THE KING LUTHERAN CHURCH
CTK Church Council Agenda
January 17, 2023
MEETING TO BE HELD 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 – Dan R.
3. Approval of the Agenda
4. Approval of Meeting Minutes
5. Approval of Treasurer's Report
6. Roof Update
7. Hearing Loop Update
8. Mission Support Update
9. Lighting Replacements
10. Commissions Duties Meeting Planning
11. Pastor Melanie's Report
12. Covenant Commission Communication
13. Prayer Request/Adjournment

Special Commissions Meeting: Tuesday January 24 @ 5:30 – Pioneer Bank
Next Meeting: Tuesday February 21 @ 5:30pm – Pioneer Bank

Devotions Schedule

Meeting Month	Scheduled Date	Devotions
August	08/30/2022	Dave Menk
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
Executive Committee Meeting Minutes
January 10, 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
David Krause - Treasurer

Members Absent:

Nancy Patterson – Past President

Call to Order - D. Menk

1. President's Report

- \$2934.33 deposit from Stifle; gifted Disney stock
- Final Roof Bill was \$96,705.00; less than the original bid; plus \$1000 to raise the electrical but all still under what was approved by the congregation

2. Treasurer Report

- Waiting for December financials; giving report from December (counter's report) was over \$100,000, including a \$10,000 gift to the Endowment
- David has been in contact with Candice; Consumer Price Index going to be released soon; then will adjust the cost of monthly rent based on 3 year average; looking at around a 4% increase; will also discuss the property taxes at that time
- Dana has been sending quarterly statements to Candice regarding the utilities; this went into effect June 1st, 2022
- Endowment committee met January 9th; approved to move some money to a higher-interest account; recommendations will be presented to the executive council sometime this spring

3. Snow Removal

- Lynn Austin has been making sure the parking lots are getting clear
- Carl has talked to Candice regarding the space in front of Cultivate
- Should look into having someone as backup; Nancy has recommended someone; will follow up with that person to see if they're available to be on-call

4. Commission's Meeting

- Review the Commissions instructions

- Where are there overlaps? What budgets are under each commission?
- Should we consider renaming commissions so it's clearer what work they do?
- How should the constitution be updated related to constitution
- Do any commissions have an updated mission statement? What do the chairs think of their duties?
- Need to send a reminder to all commissions about the January 24th meeting (at Pioneer Bank, also need a Zoom link); get RSVPs
- Staff-driven vs. lay-driven; which staff should be on which commissions
- Specifically where does education fall and how?

5. Pastor's Report

- Morgan gave her notice today; last day February 2nd; staff will find out tomorrow, January 11. Will ask Andrea if she's interested in more hours; will also ask Amy if she has any availability to help
- Deacon Billie Jo's ordination is on Saturday, January 14; Pastor Melanie asked Billie Jo if she needs a stole; this could be a gift from CTK

6. Staff Appreciation

- Staff is going to Pastor Melanie's house on Sunday for dinner;
- Council to provide lunch for staff one day; would want to do individual meals, order from a restaurant; Wednesday would be the best day to do this; 12 staff members
- Wednesday, February 1st; Jessica will take care of picking up food; 12:30pm
- Council members will also be welcome to come if available

7. Audio/Visual in the Fireside Room

- Pastor Melanie will talk with AI about what's needed to improve the audio/visual in the fireside room and look into getting a quote from VHI

8. Wednesday Night Community Supper

- Need to look to see if we have any designated funds or should we promote this?

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

Next Council Meeting: Tuesday, Tuesday, January 17th @ 5:30pm

CHRIST THE KING LUTHERAN CHURCH
Congregational Council Meeting Minutes
December 20th, 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:

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

Gary Rudolf
Marlin Spangrud
Kathy Brozik
Brent Sandhurst
Dan Rickbeil
Chloe Sinning (Youth Rep)

Members Absent:

Brandon Stensrud

Call to Order: D. Menk

Devotions: N. Patterson

Approval of Agenda

D. Krause moved to approve the agenda
M. Spangrud second
No discussion

Vote: All approve

Approval of October Minutes w/November Meeting Note

D. Krause moved to approve October's minutes
G. Rudolf second
No Discussion

Vote: All approved

Approval of Treasurer's Report

G. Rudolf move to approve Treasurer's Report
D. Rickbeil second

Discussion: D. Krause provided a summary of the treasurer's report. Pledged income for November was \$17,000 below budget; non-pledged income for November was \$24,000 below budget; We had significant income in 2021 that will not repeat this year; some concern about our giving being down - a stewardship focus for the congregation may be needed but may also need to explore whether our switch to a new system caused issues. Does the new software have the option to designate where funds can go?

Community supper expenses are also significantly higher - is this a misreporting issue or are less people donating specifically to this? Wednesday night offering goes to Wednesday Night suppers - make this more known. The value of community suppers is still very high. Overall/annual budget, we are behind where we should be.

Vote: All approved

Stewardship Discussion

Would like the Stewardship committee to start meeting on a more regular basis; need to determine a chair who can call these meetings; but also consider having the committee update the congregation on a quarterly basis as well; more education to members on our progress and what your options are. Add something to the newsletter as well.

At this time, we do not need to look at budget cuts, but need to be aware this could be something to look at.

Cultivate

Consider taking a look at how much utilities have changed since Cultivate has been in the building full time. Lease states we bill Cultivate for 15% of utilities per quarter; Dana did bill in August for June & July. Cultivate started paying rent in March, should have started billing utilities at this time as well. Will look at getting this fixed. Confirm with Eide Bailly that everything is set up correctly moving forward. Does the lease need to be re-evaluated in this area? Rent increase will take place in January; still in communication regarding the property taxes and when Cultivate will pay these.

Commissions' Parameters of Responsibility

M. Spangrud: over the past year, a few members have worked on updating the CTK constitution to the ELCA's standards. They did not touch the section that discusses commissions. There has been some confusion over what each commission does, specific responsibilities. If there are other committees, should they fall under commissions or just the council? Do their responsibilities need to be listed in the constitution as well? (Ex. property committee) Education is also very tricky as it is listed under multiple commissions but which commission takes specific responsibility for the programming? We need a plan in place to clear this up so we can finish updating the constitution and get it approved by the congregation.

We have just recently gotten the commissions up and running again since COVID; do we place the responsibility of figuring out the different responsibilities back on the commissions or is it the Council's responsibility? Do we set up a meeting with commissions? According to the constitution, it is the council's responsibility to determine the responsibilities of commissions. What committees fall under what commissions? Where do budget line items go? Who is doing the approving of purchases?

Council member liaisons to meet and discuss responsibilities of each commission, what needs to be listed in the constitution, budget line items, etc. and consider naming of commissions (unclear what the commissions do). Include commission chairs in this meeting? Should the commission chair be a council member? Need to look at all options and come up with a plan moving forward. Will set up a meeting for **January 24 at 5:30pm at Pioneer Bank (corner of Adams and Victory).**

New Chairs for the Choir Room

Stan Bruss has been working on replacing the chairs in the choir room; cost is \$60/chairs, looking to get about 50 chairs. Choir members have committed funds, along with the Riverblenders who use the choir room for practices. Council needs to approve the request, but no additional funds are needed from the council.

M. Spangrud move to accept the offer from the choir members and other to purchase the new chairs for the choir room

D. Krause seconded

Discussion: None

Vote: All approved

Update on Lighting

Carl wants to use RRR funds to update the lighting around the building to match the new lighting from Cultivate. D. Menk will send out the request list from Carl to review; will discuss more at the next meeting. Cost is estimated to be around \$11K.

Have some roof leaks under the solar panels, over the Cultivate area; need to take a look at

Pastor Melanie's Report

- Pastor John is requesting an update in technology for Coffee and Conversation which is held both in-person and via Zoom. This could also be used for council meetings, commissions, etc. Could we use the RRR funds for this? Could we get a proposal from VSI? Are there grants available for technology updates? Start looking into costs.
- Endowment committee is up and running
- Very proud of what CTK has done for the Ukrainian family; delivered the donations to them on Monday.
- Also meeting with a group with other local churches to see about sponsoring a family in our community; had a family from Nigaura arrive over the weekend, CTK has been asked to be the fiscal agent for this family (CTK will manage the funds, donations come from multiple churches); this will be a separate fund from the one we have on

D. Krause move to approve CTK to be the fiscal agent for the Nicaraguan family that recently arrived in Mankato

N. Patterson second

Discussion: no further discussion

Vote: All approved

- Have decided to have communion for Christmas Eve services at all four services; would like to have council available to serve communion; asking council members to let her know which service they are attending

Commission Communications

K. Brozik: Faithful People is considering bring back coffee hour; will slowly reintroduce it back on Sundays

Prayer Requests/Lord's Prayer

Adjournment

D. Krause moved to adjourn

N. Patterson second

Vote: All approved

Next Executive Committee Meeting: **Tuesday, January 3rd @ 5:30pm**
Next Council Meeting: **Tuesday, January 17th @ 5:30pm at Pioneer Bank**

Will plan to meet at Pioneer Bank in January, February and March.

Devotions Schedule

Meeting Month	Scheduled Date	Devotions
August	08/30/2022	Dave Menk
September	09/20/2022	Kathy Brozik
October	10/18/2022	Jessica Ehrich
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Liz Zaruba - On Call

Christ the King Lutheran Church
12/31/2022

	Dec 2022	MTD Budget	Variance	YTD	YTD Budget	Variance	Dec 2021	Variance	Prior Year	Variance
Total Operational Income	\$ 113,637	\$ 128,780	\$ (15,143)	\$ 429,589	\$ 477,470	\$ (47,881)	\$ 125,835	\$ (12,198)	\$ 448,632	\$ (19,043)
Total Operational Expenses	\$ (94,654)	\$ (69,996)	\$ (24,658)	\$ (548,012)	\$ (420,025)	\$ (127,987)	\$ (79,727)	\$ (14,927)	\$ (404,438)	\$ (143,574)
Other Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (5,300)	\$ 5,300	\$ 72,865	\$ (72,865)
Other Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Endowment Income	\$ 10,912	\$ -	\$ 10,912	\$ 11,371	\$ -	\$ 11,371	\$ 441	\$ 10,471	\$ 883	\$ 10,488
Net Income/(Loss)	\$ 29,895	\$ 58,784	\$ (28,889)	\$ (107,052)	\$ 57,445	\$ (164,497)	\$ 41,249	\$ (11,354)	\$ 117,942	\$ (224,994)

Key performance variances from budget and prior year

	Dec 2022	Budget	Variance	YTD	YTD Budget	Variance	Prior YTD	Variance
Pledged income	\$ 52,886	\$ 51,000	\$ 1,886	\$ 260,803	\$ 281,000	\$ (20,197)	\$ 279,269	\$ (18,466)
Non-pledged income	\$ 49,412	\$ 70,000	\$ (20,588)	\$ 69,580	\$ 118,992	\$ (49,412)	\$ 154,994	\$ (85,414)
Other income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 72,865	\$ (72,865)
Bldg repairs	\$ (1,660)	\$ (1,000)	\$ (660)	\$ (92,524)	\$ (6,000)	\$ (86,524)	\$ (3,612)	\$ (88,912)
Christian Outreach Expense	\$ (6,967)	\$ (375)	\$ (6,592)	\$ (11,255)	\$ (2,250)	\$ (9,005)	\$ (2,377)	\$ (8,878)
Support Staff	\$ (38,965)	\$ (27,167)	\$ (11,798)	\$ (180,902)	\$ (163,000)	\$ (17,902)	\$ (170,545)	\$ (10,357)
Community Supper expense	\$ (952)	\$ (2,000)	\$ 1,048	\$ (18,592)	\$ (12,000)	\$ (6,592)	\$ (8,132)	\$ (10,460)
			\$ (36,704)			\$ (189,632)		\$ (295,352)

Pastor Melanie's Report to Council
January 2023

1) Welcome Nicaragua Team from ELCA Mankato Area Congregations:

The Nicaraguan family we are sponsoring in Mankato has arrived! A designated fund has been set up through CTK by Dana Trubenbach at Eide Bailly. A small financial task force is being formed to oversee the Welcome Nicaragua fund. I will serve on this committee until another person from CTK can be identified to serve on it. Other opportunities to serve on the Welcome Team include driving to appointments and interpreting.

2) Ordination of Billie Jo Wicks: Deacon Billie Jo Wicks was ordained into the Ministry of Word & Sacrament on January 14th. She is now Pastor Billie Jo Wicks. I attended her ordination, along with Brian & Jessica Ehrich. It is appropriate for CTK to send a gift marking this occasion.

3) Projects requested of Undesignated Memorial Funds:

- a) Updated lighting as requested by Carl.
- b) Updated AV system to allow Hybrid Meetings in Fireside.
- c) Update of Narthex to make it more welcoming space.

4) Resignation of Office Administrator Morgan Corona.

Last week, Morgan gave notice that she will be resigning effective February 3rd. She has been offered a position at the company she previously served. Morgan has been excellent at her work as office administrator. She oversaw the software change, is gracious and hospitable, and has learned quickly. I am looking at ways to staff the office, potentially splitting financial and receptionist responsibilities into 2 part-time positions.

5) High School Youth Group

Youth Director, Alyssa Herrig, is teaming up with Faith Engagement Coordinator, Jodi Maas, to offer High School Youth Group on Wednesday evenings from 6:45-7:30. This will offer the opportunity for High School students to gather at a time that is concurrent with Confirmation. Please encourage high school students in your life to attend.

6) City Assessment Pfau Street Sidewalks

According to Sunday's Mankato Free Press article about the Pfau Street project, CTK could face \$79K in assessments for the sidewalk on the CTK side of the property.

7) MLK Day

MLK Day is not currently a day observed as a holiday in our employee manual. FYI. I think it would be worth considering what holidays we should observe as a congregation committed to racial justice.

Christ the King Lutheran Church

Covenant Commission Reports

Name of Commission: Servant

Date of Meeting: Thursday, December 15, 2022

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

Members Absent: Naomi Baker, Mary Peters

Heather Javens gave devotions.

Approval of minutes from the Last meeting

Old Business:

Review Servant Commission purpose. How do we reach more and get more people to commit? Maybe there's an overall general lack of knowledge of what is going on/needed. Highlight different activities, thank people for helping.

Ukrainian Refugee: Furniture was being delivered on Monday to a storage unit, along with cash donations. Expecting a new request, joined with 6-8 other churches.

New Secretary: Heather Javens

New Business:

Any new opportunities?

Next Meeting date/Time/Location & Devotions: January 19th @ 5:30pm

Mary Jo Menden will give devotions on January 19th

Tim Bye will give devotions on February 16th

Gary Rudolf will give devotions on March 16th

Christ the King Lutheran Church Endowment Fund Committee Minutes
January 9, 2023

Members present: Pastor Melanie Wallschlaeger, Margo Brudwick, Jeri Retzlaff, Bill Kozitza, Chris Austin, Matt Norland

Members absent: None

- Pastor provided an opening prayer
- Approval of December 2022 meeting minutes Bill/Chris (passed)
- Old Business:
 - Pastor Melanie brought thank you cards for the family of Don Ure that were perfectly written 😊 We discussed that future gifts should be acknowledged privately, not in any public way to the congregation. **The wording for the Thank You card is below the minutes.**
 - Jeri added Pastor Melanie as a signer to the MIF account.
 - **Action Item** Jeri will get both names as account signors (both Jeri and Pastor Melanie) at Community Bank
 - Chris confirmed recent Ure \$10,000 gift was deposited at Community Bank
 - Bill started discussion of the document titled "Creating an Endowment Fund for your Church". Many items are already part of our fund policies & guidelines. Agreed that we need to focus on the rejuvenation of the fund to our members. Pastor mentioned alignment with the new funeral policy would be appropriate. Bill commented on possibly being able to support the 'wants' of the council that aren't met through the budget.
- New Business:
 - Motion to combine Secretary and Treasurer positions of the committee. Margo/Chris. Passed
 - Ure memorials totaled \$440. No other gifts were received for the Fund since our last meeting.
 - Reviewed past donations and distributions since the inception of the Fund. Thanks, Matt for pulling this together. Some gaps in information.
 - Discussed how requests might come into the Fund Committee for support. Typically, Pastor would see these requests and would bring them to us.
 - Agreed to use Dec 31 to determine how much income to distribute going forward.
 - **Action Item** Jeri will pull final numbers for our next meeting.

- We anticipate about \$19,000 for 2023 distribution. Discussed whether we should break that into several years or how to manage this larger amount. Chris noted the need to ensure recipients understand that gifts should not be considered an annual gift going forward (they shouldn't budget to expect it)
- Discussed that we should have our recommended distribution list to the Executive Committee by May 1st
 - **Action Item** Pastor Melanie will act as liaison and ask the Council for their input on potential distributions for us to consider. i.e. Do they have a 'want' list?
- Reviewed Endowment Fund investment policies and guidelines (created 7/27/2004). Committee members are encouraged to bring forth any concerns from this document at any time in the future. No changes were recommended at this time.
- Review of current fund balance and investment vehicles. Chris suggested leaving \$20,000 in cash to access the 2023 gifts we anticipate and the rest to a one-year cd vehicle. Matt reported the 8-month cd is at 4.28%.
- Motion to move \$100,000 to a Community Bank CD. 8-month @ 4.28% (Chris/Margo)
Approved
 - **Action item** for Pastor and Jeri to execute the motion
- Motion to move the balance of the savings account to the money market leaving enough to keep the savings account at a level where no charges are applied to it. (Margo/Chris)
Approved
 - **Action item** for Pastor and Jeri to execute the motion

- Next meeting: February 13th @ 6pm in Conference Room

Respectfully submitted, Jeri Retzlaff

Wording for the Thank You:

Thank you for your part in directing your father's end of life gift and memorials to the CTK Endowment Fund. Don's estate gift will be part of the ongoing mission and ministry of CTK for years and decades to come.

We give thanks for Don's life and witness. Thank you for your part in sharing generously for God's work through Christ the King.

Signed by all members of the committee.

Faithful People Commission Running Notes

January 9, 2023 (!!!)

5:30 pm

Fireside Room ~ CTK

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

Absent: Kathy Brozik, Madysen Pearson, Max Nessler., Megan Lewandowski

Agenda:

1. Welcome ~ overview of meeting agenda

2. Devotions: John Branstad

3. Council Update: 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. Coffee Hour

- Feedback from staff / council on previous items?
 - Easier to have separate stations (not shared)
 - No significant concerns from custodial staff
 - Have a sign to remind folks to use a lid
 - Good support for a reusable coffee mug
 - Sold roughly at cost of \$5
 - Alyssa & Kirsten to build a prep & clean-up checklist for volunteers
 - Ex) Walk through sanctuary and pick up any cups
 - Potential for Mark Thompson to help with clean-up
- Potential for a small talk to re-introduce this
- Slide/Announcement
- Potential Target of Lent
- Still discussing frequency (once per month? 2nd and 4th?)

B. Advent Concerts Fellowship - Feedback/Learnings

- At half-empty cider, refill with room temp cider (or it gets too hot!)
- Super well received!
- Direct folks that there is freewill offering at the concerts

C. Completed / Upcoming Events

- a. Bingo Night - Wed Jan 4

i. Really fun, well attended given the weather

ii. More bingo cards on hand (good problem!)

b. Mavericks Basketball - Fri Jan 6

c. Bowling - Sun Jan 15, 2-4p @ WOW Zone

i. Concerns about potential conflict with Vikings game at 3:30

d. Skiing/Tubing - Sat Feb 11 @ Mt Kato

5. New Business

A. Purpose and Task Summary

- Review and provide feedback

B. Other potential events

- Skating
 - Interest in doing this when ice-time is available
- Easter Egg hunt???
- High School Senior Recognition planning in Mar/Apr
 - Takes a significant amount of volunteer time/effort

C. Short budget review

- In the short run, will use the "Fun Living" line-item for our expenses

D. New Member Class

- Request for 1 or 2 Commission members to help out

6. Adjourn (Goal of 6:30pm)

Justice and Peace Commission Minutes Fireside Room January 10, 2023 6:30 pm	Members Present: Eileen Campbell, Kathy Sallstrom, Chloe Sinning, Di Storvick, 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 	<ul style="list-style-type: none"> N/A
Devotion-Liz	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> Brent next month
Beer and Carols, December 13 Feedback – Attendees	<ul style="list-style-type: none"> Those that went enjoyed it 	<ul style="list-style-type: none"> N/A
CTK Leadership Forum – Attendees	<ul style="list-style-type: none"> Kathy gave a recap Justice and Peace well represented 	<ul style="list-style-type: none"> N/A
Organics Recycling Supervision Feedback – Eileen	<ul style="list-style-type: none"> Not many other volunteers Signs complete Instructions drafted People are starting to catch on 	<ul style="list-style-type: none"> Eileen will update instructions to include a picture of the setup and ask Alyssa to send out instructions to Confirmation Group leads. This will hopefully ensure a more consistent set up.
Ukrainian Resettlement Update – Melanie/Kathy	<ul style="list-style-type: none"> Everything that was donated was taken to an LSS storage unit in preparation for an impending move 	<ul style="list-style-type: none"> N/A
Peace Focus Update – Melanie/Chuck	<ul style="list-style-type: none"> Pastor Melanie – Prof at MSU (Kyle Ward) who is a member and involved with the friendship program for the holidays contacted Melanie. We weren't on the ball this year, but maybe for next year. Chuck - has been working on gathering contacts. One congregant he has been speaking with has some good ideas. Another contact used to run the international office at MSU for several years. 	<ul style="list-style-type: none"> Be ready for friendship program for the holidays this year (2023) Chuck will keep working on finding ways to form relationships with diverse communities

	<ul style="list-style-type: none"> • Chuck wants to make sure that we establish real relationships with some diverse communities. 	
Library Book Recommendations – Chuck	<ul style="list-style-type: none"> • Prior to meeting, Chuck emailed a list of books that will be housed in the CTK library moving forward. He brought the books to the meeting. 	<ul style="list-style-type: none"> • Pastor Melanie will get the books to the library committee with the message they came through Justice and Peace
Feedback on proposed monthly activity charge to log progress	<ul style="list-style-type: none"> • Example was provided • Brief discussion occurred 	<ul style="list-style-type: none"> • Use new format
Feedback on proposed record of minutes	<ul style="list-style-type: none"> • Example was provided 	<ul style="list-style-type: none"> • Use new format
RIC Co-Chair Report – Di/Liz	<ul style="list-style-type: none"> • Planning to meet soon in the new year • Executive Council meeting discussed that one-on-ones need to get finished up for staff and new council members. Following a couple months of general information to the congregation, an application process for the task force will occur. Planning on around 10 people for the task force. 	<ul style="list-style-type: none"> • Those trained in one-on-ones should refer to the spreadsheet in Google and sign up for staff and new council members if they are willing to have conversations. Contact Liz if you need the link to the spreadsheet.
Refugee Resettlement Group – Melanie/Kathy	<ul style="list-style-type: none"> • Family from Nicaragua in Mankato that we may be helping. A group of churches has been working on a plan to help the families coming to the area using some guidance from Winona from a group called WIN. 	<ul style="list-style-type: none"> • Kathy will be asking for volunteers from the congregation to help with some things
Newsletter Ideas - Focus for February – Commission Brainstorm	<ul style="list-style-type: none"> • Black History Month is in February • Talk about the 38+2 day of remembrance and put a link to the documentary 	<ul style="list-style-type: none"> • Di will put something together for February and get it to Morgan.

	<ul style="list-style-type: none"> February 20 is world day of social justice For future months - some months newsletter blurbs, some events (movie and discussion, article and discussion, book club, etc.), some promotion of local events as we hear of them 	
Other New Business	<ul style="list-style-type: none"> Talked a little about the church's solar panels and heat pump 	<ul style="list-style-type: none"> N/A
Council Report – Chloe	<ul style="list-style-type: none"> No report from last meeting. January 24 at 5:30 meeting with the council and a member from each commission to go through what is documented currently for each commission and to work towards cleaning this information up. 	<ul style="list-style-type: none"> Brent will be the Justice and Peace representative at the January 24 meeting.
Lord's Prayer Lead – Liz	<ul style="list-style-type: none"> Group said Lord's Prayer 	<ul style="list-style-type: none"> N/A
Meeting Adjourned	<ul style="list-style-type: none"> Meeting was adjourned 	<ul style="list-style-type: none"> N/A
Next Meeting	Tuesday, February 7, 6:30; Fireside Room	

Word & Sacrament Commission
To Hear God's Word & Share in the Lord's Supper

Meeting Minutes, January 5, 2023

Members present: Pastor Melanie, Nancy Armbruster, Karen Barnett, Amy Boles Jessica McNamara, Kathy Kachelmyer, Brandon Stensrud, Sean Sletten, Rick Lund

Members absent: Joy Macheel, Megan Sandhurst

Call to Order: Rick L., Chair, called the meeting to order at 6:32

Devotions/Prayers: Sean Sletten- thank you

Approval of Dec. 1, 2022 meeting minutes

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

Council Report: No Church Council report at this meeting.

Pastoral Report: A blessing to have in person Christmas Eve/ Christmas services. Approximately 900 worship participants in attendance at the 5 services.

Old Business: Funeral policies and procedures: No update at this time. Church Commissions and Council responsible to serve communion at Sunday services. Each Commission and the Council will serve during 2 month during the year. January/February schedule forwarded to Word and Sacrament Commission members.

New Business: Lenten Service options discussed. Pastor Melanie shared 4 options with the Commission. Discussion was held. The Word and Sacrament Commission recommended using the Barn Geese series called-"Ask". This series is based questions in Lenten scriptures. The pastor staff will be preaching on Sundays. Midweek services will follow-up on questions asked on Sunday and lay CTK members will be recruited to share their faith stories.

Discussion: Bulletins with service order a welcomed addition. Is it possible to publish a QR code to access bulletin on device. Large service numbers may

require more grape juice placed in serving trays. Discussion of amount of time standing at traditional service.

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, February 2, 2023, 6:30 Zoom

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 our Commission Chair prior to meetings.

Devotion:

Feb.- Megan

Mar.- Jessica

Apr.- Rick

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 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.