

**CHRIST THE KING LUTHERAN CHURCH**  
**CTK Congregational Council Agenda**  
**June 20<sup>th</sup>, 2023**

**Meeting at CtK Fireside Room**

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

1. Attendance
2. Devotions – Chloe Sinning
3. Approval of the Agenda
4. Approval of Meeting Minutes
5. Approval of Treasurer's Report
6. Budget Update
7. Constitution Update
8. Nominating Committee Update
9. Thinking Ahead
10. Pastor Melanie's Report
11. Covenant Commission Communication
12. Prayer Request/Adjournment

**Next Meeting: TBD**

**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**  
May 16, 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  
Jessica Ehrich - Vice President  
Liz Zaruba – Secretary  
David Krause - Treasurer  
Pastor Melanie Wallschlaeger  
Gary Rudolf  
Marlin Spangrud  
Kathy Brozik  
Brent Sandhurst  
Dan Rickbeil  
Chloe Sinning (Youth Rep)

**Members Absent:**

Brandon Stensrud

**Also Present:**

Jim Armbruster

**Call to Order:** D. Menk**Devotions:** M. Spangurd**Approval of Agenda**

M. Spangurd moved to approve the agenda

D. Krause second

No discussion

Vote: All approve

**Approval of April Minutes**

M. Spangurd moved to approve April minutes

D. Rickbeil second

No discussion

Vote: All approved

**Treasurer's Report**

D. Rickbeil moved to approve the Treasurer's Report

N. Patterson second

Discussion: We had more income last month and about \$10,000 less in expenses so we've gained some, but still behind the overall budget. We're \$60,000 behind in operational income.

Vote: All approved

**2023-2024 Budget Discussion**

D. Krause has a proposed budget for 2023-2024. Document shows the budget for 2022-2023, the actual expenses for 2022-2023 and then the proposed budget for 2023-2024. Still waiting to hear back from some commissions on their budgets and what's actually being spent. There might need to be a discussion regarding the budgets and how it is determined what falls under what commissions, once we have final decisions made. Another discussion that might be good to have is regarding putting a process in place for reviewing and approving budget line items and coding to make sure everything is entered correctly. Eventually we will have to train a new staff on this process. Eide Bailly currently posts all of our transactions, provides reports, does payroll and a few additional things.

Discussions focused on various line items and the budgeted amount vs. actual expenses and what the proposed budget should look like. The proposed budget does include a salary freeze for staff members. Does the Council feel comfortable with having a salary freeze or do we want to consider a salary increase? Want to be cautious that we're not overspending so we end up in a case where staff could lose their jobs. Or should we consider paying a portion of Aflac benefits for support staff? Discussions from council members lean towards looking at some sort of addition for staff.

There is a proposal to increase our spending to the Synod to 4% of our expected revenue; the Stewardship Committee will be meeting soon to discuss this as well. There is a question about the expected revenue of \$880,000 - do we think we have the capacity to hit that revenue? *On a side note, our membership rolls need to be updated and then look at new member trending. There are statistics that show that Blue Earth County is one of two counties that are expected to see growth over the next few years.*

Budget forms happen about 2 weeks before the annual meeting. A final proposed budget will be presented to council at the June meeting for approval. Proposal for the Budget Forum to happen on July 9th and the Annual Meeting on July 23.

### **Commissions' Update/Discussion**

D. Menk is proposing that we have a separate special council meeting to discuss the commissions and make final decisions so the constitution can be updated. This needs to be completed yet this year, but don't want to rush the meeting as these are important discussions. Proposed date of June 13th at 5pm at Pioneer Bank.

Dave sent a survey to all current commission members to gather feedback on what tasks they are currently active with and what tasks could fall under each commission but aren't currently active. These comments have been very helpful and have shown that more conversations need to happen.

Meeting will be held on Tuesday, June 13th at 5pm at Pioneer Bank.

### **Property Committee**

There has been a proposed update for the Property Committee to clarify what the Property Committee does. There also needs council approval to add the Property Committee to the Constitution. This will be discussed more at the special commissions meeting on June 13.

### **Nominating Committee**

Kathy Brozik, Nancy Patterson, Kris Snieder and Lavonne Rohn have all agreed to be on the nominating committee. K. Brozik is looking for a couple of more people to join the committee before getting started. There are five seats that need to be replaced, including the Vice President and Secretary. There has also been a proposed update for the nominating committee for the constitution. They will also reach out to commissions to see if anyone is coming off commissions to get an idea of how many people should be replaced.

### **Pastor's Report**

Pastor Melanie has asked staff to focus on hospitality.

The Endowment Committee is recommending giving

- Connections Shelter \$6000
- Nicaraguan Family \$2000
- Open Door Health Clinic \$1000

D. Krause moved to approve the endowment committee's recommendation of giving \$6000 to the Connections Shelter, \$2000 for the Nicaraguan refugee family and \$1000 to the Open Door Health Clinic.

M. Spangurd second

No discussion

Vote: all approve

There have also been discussions on getting a Venmo account for electronic giving - generally small, one-off giving. There is a Venmo for nonprofits.

G. Rudolf moved to approve Christ the King getting a Venmo account for giving opportunities

D. Krause second

No discussion

Vote: all approve

#### **Covenant Commission Communications**

No discussion

#### **Adjournment**

D. Krause moved to adjourn

M. Spangurd second

No discussion

Vote: All approved

Next Executive Committee Meeting: **Tuesday, June 6th @ 5:30pm**

Special Commissions Discussion Meeting: **Tuesday, June 13 @ 5pm at Pioneer Bank**

Next Council Meeting: **Tuesday, June 20th @ 5:30pm**

#### **Devotions Schedule**

Meeting Month	Scheduled Date	Devotions
August	08/30/2022	Dave Menk
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Liz Zaruba - On Call

**Christ the King Lutheran Church**  
**5/31/2023**

	<u>May 2023</u>	<u>MTD Budget</u>	<u>Variance</u>	<u>YTD</u>	<u>YTD Budget</u>	<u>Variance</u>	<u>May 2022</u>	<u>Variance</u>	<u>Prior Year</u>	<u>Variance</u>
Total Operational Income	\$ 77,337	\$ 64,380	\$ 12,957	\$ 759,080	\$ 806,620	\$ (47,540)	\$ 61,906	\$ 15,431	\$ 763,574	\$ (4,494)
Total Operational Expenses	\$ (78,712)	\$ (69,996)	\$ (8,716)	\$ (886,083)	\$ (770,004)	\$ (116,079)	\$ (69,845)	\$ (8,867)	\$ (729,840)	\$ (156,243)
Other Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (255)	\$ 255	\$ 82,162	\$ (82,162)
Other Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Endowment Income	\$ -	\$ -	\$ -	\$ 11,821	\$ -	\$ 11,821	\$ -	\$ -	\$ 1,323	\$ 10,498
Net Income/(Loss)	<b>\$ (1,375)</b>	<b>\$ (5,616)</b>	<b>\$ 4,241</b>	<b>\$ (115,182)</b>	<b>\$ 36,616</b>	<b>\$ (151,798)</b>	<b>\$ (8,194)</b>	<b>\$ 6,819</b>	<b>\$ 117,219</b>	<b>\$ (232,401)</b>

**Key performance variances from budget and prior year**

	<u>May 2023</u>	<u>Budget</u>	<u>Variance</u>	<u>YTD</u>	<u>YTD Budget</u>	<u>Variance</u>	<u>Prior YTD</u>	<u>Variance</u>
Pledged income	\$ 68,762	\$ 36,000	\$ 32,762	\$ 521,265	\$ 494,500	\$ 26,765	\$ 490,170	\$ 31,095
Non-pledged income	\$ -	\$ 22,000	\$ (22,000)	\$ 151,369	\$ 247,500	\$ (96,131)	\$ 238,179	\$ (86,810)
Other income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 82,162	\$ (82,162)
Rental income	\$ 3,450	\$ 3,500	\$ (50)	\$ 41,490	\$ 38,500	\$ 2,990	\$ 10,350	\$ 31,140
Endowment income	\$ -	\$ -	\$ -	\$ 11,821	\$ -	\$ 11,821	\$ 1,323	\$ 10,498
Energy Incentive Income	\$ -	\$ -	\$ -	\$ 7,768	\$ -	\$ 7,768	\$ -	\$ 7,768
Bldg repairs	\$ (229)	\$ (1,000)	\$ 771	\$ (111,352)	\$ (11,000)	\$ (100,352)	\$ (6,504)	\$ (104,848)
Equipment Maintenance	\$ (12,636)	\$ (1,083)	\$ (11,553)	\$ (20,009)	\$ (11,917)	\$ (8,092)	\$ (12,627)	\$ (7,382)
Capital expenditures	\$ -	\$ -	\$ -	\$ (15,172)	\$ -	\$ (15,172)	\$ -	\$ (15,172)
Support Staff	\$ (23,859)	\$ (27,167)	\$ 3,308	\$ (304,094)	\$ (298,833)	\$ (5,261)	\$ (294,879)	\$ (9,215)
		<b>\$ 3,238</b>			<b>\$ (175,664)</b>		<b>\$ (225,088)</b>	

**Items of note**

Pledged and non-pledged income exceeded budget by \$10,762

Building use income was \$3,435 for the month, including income from ISD 77, Children's Chorus and Diamond Creek

Equipment maintenance expenses were \$11,553 more than budget

Support staff expenses continue to run less than budget and were \$3,308 below budget in May

**Christ the King Lutheran Church**  
**Congregational Council Meeting Minutes**  
**Special Constitutional Meeting**

June 13, 2023 @ 5:00 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  
Liz Zaruba – Secretary  
Pastor Melanie Wallschlaeger  
Gary Rudolf  
Marlin Spangrud  
Kathy Brozik  
Chloe Sinning (Youth Rep)

**Members Absent:**

David Krause - Treasurer  
Jessica Ehrich - Vice President  
Brandon Stensrud  
Brent Sandhurst  
Dan Rickbeil

**Also Present:**

Jim Armbruster

**Call to Order:** D. Menk

**Discussion of the Updated CTK Constitution**

**Presentation from Marlin Spangrud & Jim Armbruster**

The synod informed CTK that we needed to update our constitution 2 years ago so we align with the ELCA. Most of the constitution has been updated with the exception of Chapter 13, which includes our committees/commissions.

The Synod identified our Chapter 13 as “very unique” for the operation of our church and possibly one of a kind. We have been using a very different pattern from other ELCA churches. Our Chapter 13 was established back in 2011. Our system worked well for us at the time; we also had 3 full time pastors. We are now in post-covid and one full-time pastor so the system might not be the best option anymore. Council is in agreement on this issue.

The current commissions are all encompassing but also very broad which leaves confusion from commissions members and congregational members. For a church the size of CTK, is this the best way to operate and function or could it be cleaner and more defined? The council is also in agreement that the commissions need to be restructured and started to work on this process.

Should we move away from the Five Baptismal Promises as we currently set up right now?  
There are also distinct differences between boards/commissions and committees.

Boards have authority and control over their areas and generally have a budget where they have control over that budget.

Committees are generally advisory, more specific, put together by the council with a specific task, temporary and make recommendations.

Research has been done to see what other churches have set up and how they function. One recommendation is to go from Committees to Boards. Marlin & Jim have proposed the following boards:

- Facilities & Grounds
- Worship
- Adult Education
- Stewardship/Finance
- Congregational Life
- Children, Youth & Family
- Church in Society
- Justice & Peace
- Endowment Fund

There are proposed areas of responsibilities, goals and activities for each board listed above. (In a separate packet) The area of responsibilities would be included in the constitution, while the goals and activities would be provided to each board as a guide/handbook. This would also help set a template for how each board will present for the annual report and what they've accomplished within the past year.

Discussion:

Adding music to the title of the Worship Board to Worship & Music Board.

Is Congregational Life too broad or if it is defined enough, will it work?

Same with Church in Society Board title. Does Church in Society get confused with Justice & Peace? Would Community Outreach better? Or Outreach Board? Service Outreach is another possibility. Beyond our Walls.

Once this is finalized, Worship & Music should be listed first.

There would still be Council Liaisons to each board. Liaisons should be bringing a council report to each board member, even just a quick overview of the minutes or the last agenda.



Technology could be listed under Worship & Music and Facilities & Grounds.

Where would the Library fall under? Or could the Library Committee be a standing committee? If this is the case, they would report to the Council. Library could also fall under Adult Education.

Under Stewardship/Finance, there should be more mention of financial responsibility, budget recommendations and researching how to pay for larger projects. Marlin will talk to Dave K. about this more and get his input.

Should the Endowment Fund be a board or stay as a standing committee? If we change it to a Board, it might have more staying power and keeps it separate from the Stewardship/Finance board. The Endowment Board would be able to make the decision on how to spend their money, but council would have the power to override them.

Should the constitution have a line about the size of the boards? There is no current line about the commissions. Yes, there should be something added to the council. 5-7 board members, make sure it stays an odd number as well.

Currently the council appoints commission members, with the help of the nominating committee. Should the nominating committee be more than a one-time committee? Having the nominating committee have longer terms, keeping lists, helping find new council members and new board members.

This group is recommending that we move from commissions to boards.

The information under each board should also include a list of 'Past Activities Include' that would list previous activities/events that commissions have been responsible for but maybe aren't active in the present. This could be helpful for future planning.

If we have 9 boards, do we have enough council members to be liaisons for each one? Past President, President, Vice President and Secretary have not been liaisons in the past. Treasurer is currently the chair of the Stewardship/Finance Board.

Marlin will update the draft (original attached separate from these minutes) and bring it to the Council meeting next week.

### **Proposed Constitutional Changes**

**Chapter 13** (council material included) (5 committees as identified in the Constitution—Executive Committee, Nominating Committee, Call Committee, Audit Committee, Personnel Committee)

The governance of this congregation shall be carried out by Boards based on the affirmation of faith practices of our baptism as identified in Chapter 3. We are to "live among God's faithful people; hear the word of God and share in the Lord's Supper; proclaim the good news of God in Christ through word and deed; serve all people following the example of Jesus; and strive for justice and peace in all the earth."

To guide us in these faith practices, the governance of this congregation shall be carried out by the following Boards:

- A. Worship and Music
- B. Facilities and Grounds
- C. Adult Education
- D. Stewardship/Finance
- E. Congregational Life
- F. Children, Youth, and Family
- G. Church in Society
- H. Justice and Peace
- I. Endowment Fund

*\*Each Board--- layout of area of responsibility paragraph is included in Constitution--- the goals to accomplish, the actions to take in accomplishing the goals, and the delineation of the actions over the course of the year to be established and included in each Board's information packet. (as determined by Council and Board membership)*

**WORSHIP AND MUSIC BOARD**---Responsible for stimulation of the spiritual growth of the membership through overseeing and planning for the worship services of the congregation, guiding the efforts of all those contributing to the worship services, and stimulating ministries which will help individuals and families to grow in faith and life.

*Goals:*

1. *Prepare a yearly budget for the worship experience*
2. *Support the ministers with necessary additive factors to the total worship experience*
3. *Coordinate and administer the seasonal decorations for the church proper*
4. *Coordinate the communion, lecturing, greeters, and ushering assignments for the year*
5. *Support the choir and music directors with appropriate materials, equipment, and time*

*Board planned activities:*

1. *We will decorate the sanctuary for the Advent, Christmas, Palm Sunday, Easter, etc., including the set-up of Altar paraments*
2. *We will survey the entire membership for time and talents to set up, maintain, and oversee the volunteers on a quarterly rotating schedule for the following:*  
     *Communion preparation (Altar guild) and serving Communion*  
     *Lectors at the worship services*

*Ushering teams for worship*

*Greeters at each of the worship services*

*Prayer Room participants*

*Technology help*

3. *We will assist the Pastors in reviewing and establishing the worship schedule, special services, and use of guest pastors.*

**FACILITIES AND GROUNDS BOARD** –Responsible for overseeing the preservation and care of the building and grounds of the church, including working with the property manager, and in support of the maintenance and custodial staff. The Board shall determine the best options for repairs, changes, and/or additions needed in providing adequate and proper safeguards to the building and its system, and present their recommendations to the Council.

*Goals:*

1. *Seek, review, and research bids for all projects, large and small, to be able to give a recommendation to the Council*
2. *Prioritize projects-to-do*
3. *Develop long-range planning for major projects*
4. *Organize and oversee smaller tasks and projects that may be completed by volunteers*
5. *Prepare a yearly budget for maintenance and projects to present to the Council*
6. *Oversee technology use in the facilities*

**Board Planned Activities:**

1. *Develop long-range planning for roof repair of total church building*
2. *Resurface the front parking lot*

**ADULT EDUCATION BOARD**---Responsible for planning and administering a comprehensive life-long ministry of Christian education for the adult congregation, in cooperation with the education and pastoral staff, in order to promote growth in understanding of the Christian faith for all adult groups.

**Goals:**

1. *Explore and evaluate new ways of providing educational opportunities for our adult church programs*
2. *Utilize and support the library committee*

**Board Planned Activities:**

1. *We will conduct a variety of adult forums between Sunday services and other learning opportunities that will encourage participation of all adults*
2. *We will provide the opportunity for further education related to the missions identified by the Church in Society Board*
3. *We will support the work of the Library Committee*
4. *We will work with the Pastor(s) to provide additional opportunities to learn about spiritual disciplines in settings affecting adult lifelong learning*

**STEWARDSHIP/FINANCE BOARD**---Responsible for developing the concept of Christian stewardship of CTK membership, establishing a budget consistent with giving, receiving gratefully God's blessings, and nurturing the desire to respond to Christ's call to give of our time, talents, and treasure for His sake in the world.

**Goals:**

1. *Promote an increase in member responses to the Time and Talent survey*
2. *Work to utilize the members' talents and willingness to support and serve Christ the King*
3. *Increase the percentage of financial gifting of the membership toward the annual budget*
4. *Continue to promote electronic giving to complete annual pledges and special contributions*
5. *Promote increased giving with a projection of a balanced budget*

**Board Planned Activities:**

1. *We will canvass the membership for completion of the Time and Talent survey*
2. *We will send thank you notes to all members completing the survey and invite their participation as shown on the Time and Talent survey*
3. *We will provide the compiled Time and Talent information to the various Boards and committees for promotion of their membership and activities*
4. *We will set a goal of member pledge increases by 5% of their financial contributions*

5. *We will continue to update information to the membership on electronic giving*
6. *We will establish a working budget consistent with projected incomes*

**CONGREGATIONAL LIFE BOARD**---Responsible for strengthening the fellowship among members by means of social and recreational activities, supervising the fellowship organizations of the church, and assimilation of members into the life of the congregation.

*Goals:*

1. *Develop a ministry of openness and oneness to strengthen the connections among all members in the church*
2. *Promote regular opportunities for spiritual and social fellowship*
3. *Provide for appropriate nurture and support for all the membership*

*Board Planned Activities:*

1. *We will continue the hosting of the coffee fellowship hour between services on Sunday*
2. *We will promote fellowship opportunities through the following activities:*
  - Advent brunch*
  - Lefse baking*
  - Marriage care*
  - Circles and Women's retreats*
3. *We will provide brochures for new members and new member care groups*
4. *We will work with the pastor(s) concerning the congregational roster, transfers, inactivity, and visitation*

**CHILDREN, YOUTH, AND FAMILY BOARD**---Responsible for working with the youth ministry staff and pastor(s) to stimulate, develop, and supervise the total educational program involving young people (ages 0 – 12<sup>th</sup> grade and post-high school) of the congregation in the work of Christ and the church. By incorporating adult leadership from the congregation, the Board shall develop events and programs that encourage the building of faith and friendship among the young people of Christ the King.

*Goals:*

1. *To build a lifelong journey that is supported and guided with the Christ the King community*
2. *To build a sense of safety, welcome, and love for the children and youth while engaged in the learning programs of CTK*
3. *To accompany children and youth as they discover their calling and place in God's world*
4. *To collaborate with staff to provide resources to families, including parents and children, to facilitate a connection to church and engagement in worship*
5. *To collaborate with staff in building well-rounded relationships with the entire community*

*Board Planned Activities:*

1. *We will review, research, and evaluate CTK's Christian education program for the children and youth*
2. *We will oversee and promote the following:*
  - a. *Nursery care*
  - b. *Sunday school*
  - c. *VBS*
  - d. *First Communion*

- e. *Youth trips*
- f. *Confirmation*
- g. *Senior high school recognition*
- 3. *We will collaborate with staff in the planning and execution of special events and projects on behalf of the children and parents*
- 4. *We will prepare an annual budget for the Children, Youth, and Family program*

**BEYOND-OUR-WALLS BOARD**---Responsible for directing the service ministries of the church in social education, social service, and social action, following the example of Jesus. It shall communicate to the congregation the efforts of addressing the local, nationwide, and world-wide issues, and administer the benevolence programs of this congregation.

*Goals:*

- 1. *To reach out with its financial and human resources to strive to meet the needs of all people—locally, nationally, and world-wide*
- 2. *To oversee the disbursement of benevolent monies for mission opportunities*
- 3. *To develop ministries of concern to reach those who are experiencing physical, emotional, and financial issues that inhibit their well-being and spiritual growth*

*Board Planned Activities:*

- 1. *We will research and recommend the distribution of benevolence funds among our supported organizations:*
  - a. *Food for Friends*
  - b. *Giving tree*
  - c. *Community supper*
  - d. *Circle of Hope*
  - e. *Crossroads*
  - f. *Connections*
  - g. *CTK meal ministry*
- 2. *We will organize volunteer opportunities for reaching out into the community*
- 3. *We will continue to reach out to other mission partners for our congregation*

**JUSTICE AND PEACE BOARD**---Responsible for encouraging all members to come to a clear understanding of God's justice and peace for themselves and the world as shown through scripture, and to be aware of and use opportunities to influence effective change in our community through personal and positive action.

*Goals:*

- 1. *Provide appropriate educational materials and opportunities for dialogue so all ages of our membership can participate as informed citizens*
- 2. *Recognize and welcome the acceptance of all peoples to our congregation and church activities*
- 3. *Improve the telling of CTK's welcome message so that all the community might feel drawn to be part of what God is doing among and through us at Christ the King*

*Board Planned Activities:*

- 1. *We will promote and participate in the following tasks:*
  - a. *Highway cleanup*

- b. *Green efforts*
- c. *Fair Trade*
- d. *Poverty issues*
- e. *Homelessness issues*

**ENDOWMENT FUND BOARD**---Responsible for the management of Christ the King’s Endowment Fund, based on the Endowment Fund Policies and Guidelines, through providing additional stewardship opportunities for members and friends of Christ the King and our greater community for the purpose of God’s work.

*Goals:*

1. *Continue the fiscal management and responsibility of the Fund*
2. *Grow the Fund through prudent investments consistent with the Fund policies*
3. *Encourage future contributions to the Fund*
4. *Share the income produced from the Fund in support of Christian ministries*

*Board planned activities:*

1. *We will support special mission programs of the church within the local community and the world at large*
2. *We will continue the ongoing information practice to the congregation of goals, activities, and donation opportunities to the Fund*
3. *We will promote growth of the Fund through solid investments*

*2022 – 2023 Board activities accomplished:*

1. We supported the Connections program with a donation
2. We supported the Nicaraguan immigration family settling in Mankato

**CHRIST THE KING LUTHERAN CHURCH**  
**Executive Committee Meeting Minutes**  
**June 6, 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. Treasurer's Report**

- Budget review
  - Workers comp is increasing the cost of our insurance
  - Got some numbers from the property team and that budget is looking good. The budget does not include any large project, just general maintenance. Any large projects required will need funds raised additionally
  - Pastor Melanie is not going to take a raise this year
  - The budget does include an increase in our giving to the synod to 4% of estimated giving for next year
  - The Stewardship Committee is in agreement with the budget; exec council is ready to bring the budget to the council for approval
  - Budget meeting is set to July 9th

**2. Funeral Alcohol Policy**

- We recently had a request to serve alcohol after a funeral. We don't have a written policy right now. If alcohol is going to be served, it needs to be through a catered meal. Dave will write a draft for a written policy.

**3. Pledge Drive**

- Pledge Drive letter is done and will be mailed Thursday of this week; Sarah is getting a phone list by the end of the week. Council will be asked to make phone calls, along with committee members.
- June 28 is the Pledge Drive service
- The Stewardship team is excited to build on the theme of stewardship and making it more present in the church

#### **4. Constitutional Meeting**

Commissions/Constitutional Meeting: Tuesday June 13 at 5pm at Pioneer Bank

#### **5. Pastor's Report**

Some safety concerns in the parking lot. Cultivate is open until 6pm and parents are driving through the McConnell parking lot into the Pfau St parking lot for pick-up. With Wednesday night services being outside, normally in the parking lot, is this the best spot? Will be asking Mt. Olive if we can have members park in their parking lot. Pastor Melanie emailed Candice to let her know to direct parents to enter the parking lot not near the front doors. We will also have volunteers in safety vests for the service tomorrow. Will look at getting some things to block the one entrance.

#### **6. Unfinished Business**

- We still have about \$9000 in MinnStar Bank; names on the account are not updated - this needs to be closed out next year
- Profinium Bank & Community Bank: Need to get Jessica and Gary R. on the accounts and as signers
- Congregational survey for new strategic planning

#### **7. Looking Ahead to Next Year**

- Needed projects and funds
- Training for commissions on their budgets once everything has been finalized
- Strategic Planning - finding a focus for the next 5 years, like hospitality as an example

**Next Executive Committee Meeting: August**  
**Next Council Meeting: Tuesday, June 20th @ 5:30pm**



**Word & Sacrament Commission  
To Hear God's Word & Share in the Lord's Supper  
Meeting Minutes, June 1, 2023**

Members present: Nancy Armbruster, Jessica McNamara, Kathy Kachelmyer, Karen Barnett, Rick Lund, Pastor Melanie

Members absent: Amy Boles, Sean Sletten, Brandon Stenrud, Joy Macheel, Megan Sandhurst

Call to Order: Called to order @ 6:30

Devotions: Jessica

Approval of May 4, 2023 meeting minutes: Motion made to approve by Rick/seconded by Karen. Motion carried.

Council Report: Information was shared by Pastor Melanie (see Pastor's report)

Items for Council Action: None

Pastoral Report: +There will be a extra Council meeting for the purpose of renaming the commissions.

+Faith and Fellowship schedule has started and may be found in the Messenger.

+When an ultimate Funeral Policy is available Melanie will present to this commission for review and feedback. There needs to be more clarification and definition regarding the roles of the Event Coordinator and Funeral Coordinator to avoid overlap and identify individual duties.

+No new reports on street repair status. Safety in the parking lot with its limited access to the Pfau entrance is the primary concern.

New Business: +Al is available to help individuals who may be having difficulties accessing the audio assist system.

+Special events during services will try to be announced either in the Messenger and/or by email/FB.

+When fall service schedules resume communion will be offered during the 1<sup>st</sup>, 3<sup>rd</sup>, and 5<sup>th</sup> Sundays. This will be a change from every Sunday for 1<sup>st</sup> service.

+Requests have been made for a return to kneeling during communion. It was decided that the pastors can best determine when kneeling will prolong services or be a concern. The method for receiving communion can be announced by the pastor during the welcome and announcements at the beginning of the service when there is a change.

+Applause during worship services was discussed. Applause may not always be appropriate and at times may make some members uncomfortable. Appropriate applause is variable and best left to individual discretion.

+We continue to seek names for submission to the nominating committee for new members

+Thanks again to outgoing members Nancy, Karen, Brandon, and Sean for their participation on this commission. A special thanks to Rick for his service and willingness to act as chair.

Closing prayers were led by Pastor Melanie

There will be no meeting in July. Any future agenda items should be sent to Rick.

Meeting was adjourned by Rick @ 7:33

Respectfully submitted, Kathy Kachelmyer

## **Faithful People Commission Running Notes**

**June 12, 2023**

**5:30 pm**

**Fireside Room ~ CTK**

**Members present:** John Branstad, Kathy Brozik, Madysen Pearson, Alyssa Herrig, Pastor Melanie

**Absent:** Kirsten Elliott, Sandy Hasse, Wanda Pearson

### **Agenda:**

- **Welcome ~ overview of meeting agenda**
- **Council Update:** Kathy
  - Committee and Commissions discussion
  - Nominating Committee is working; get any names to Kathy! 😊
  - Finance/Budget Committee in place
  - Venmo options for various payment
- **Old Business**
  - HS Sr. Recognition feedback
    - Eat with families is good
    - Consider earlier to avoid year-end conflicts?
    - How to get more congregational involvement?
      - Youth singing?
      - Still have a community supper?
  - Coffee Fellowship
    - Plan for next fall
      - Biggest obstacle is help: volunteers
    - Survey (John to connect with Alyssa/Kirsten)
      - Occasional volunteers
      - Frequency
      - Treats/Snacks
      - Did you / Would you attend?
- **New Business**
  - New Member connections

- Could be a special treats at coffee
    - Partner with new families
    - Pastor Melanie to engage with committee when there's 'enough'
  - Jack McGowan's farm event?
    - Family Fall Campfire, s'mores event in late Sep/early Oct?
  - Moondogs tickets (\$16)
    - Partial fundraiser for Cruz family (Nicaraguan family)
  - Church Softball
    - "Take Me Out to the Ballgame" night at Caswell
    - We provide water & treats
  - Rally Sunday
    - Theme?
    - Snacks/treats
- No July Meeting, Consider Tav for August

## **Christ the King Lutheran Church**

### **Servant Commission Reports**

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

Date of Meeting: Thursday, May 18, 2023

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

Mary Jo Menden gave devotions.

Approval of minutes from the Last meeting

Old Business:

Council Report: Our Commission will make a recommendation to the Council to disperse budgeted funds to our local missions of Connections Shelter and Crossroads.

Remainder of budgeted amount will not be dispersed this fiscal year. Discussed 2023/2024 Budget of \$79,300. Connections Shelter -\$3000, Crossroads -\$4000, Misc Local missions. Also discussed Servant Commission Tasks: Identify needs to distribute funds. Identify and communicate volunteer opportunities within the community. Encourage and recruit service to others.

Habitat's Get on the Beam Campaign will be discussed next meeting.

Ongoing Volunteer Activities: Most done until fall

New Business: Survey from David Monk

Next Meeting date/Time/Location & Devotions: June 15th, 5:30pm, in-person at CTK Heather Javens will give devotions in June Tim Bye will give devotions in July Jeri Retzlaff will give devotions in August.

Respectfully submitted by Heather Javens.

<b>Justice and Peace Commission Minutes Fireside Room Tuesday, June 13, 2023 6:30 pm</b>	<b>Members Present:</b> Eileen Campbell, Kathy Sallstrom, Chuck Syverson, Pastor Melanie Wallschlaeger
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Agenda Item	Discussion	Action Plan
Call to order		
Devotion - Eileen		August: Kathy
Old Business		
Movie Night	Next movie night June 22 The Hate You Give-implicit bias-info shared Anne Frye communication-Kathy	Registration / Childcare: Welcome / Intro: Cups for popcorn: Prep Discussion Questions: Napkins: Topic Feedback / format: Equipment/Closed caption feature: Movie Night feedback: Cover Window / Door ajar : Thank you for coming:
Juneteeth	Publicize Local Events	Kathy sent for submission to newsletter; Mankato and St. Peter events 6/17/23 in the afternoon
Peace Focus Diverse Groups	Ideas for a Campus Cupboard Collection of plates, bowls, cups, cutlery for students in need.	Table for Aug 1 meeting. Would like a collection available before fall semester starts.
New Business		

<b>Council Report – Chloe</b>		No report. Since Chloe is off to college, the council will assign a new liaison, yet to be named.
<b>RIC - Di &amp; Liz</b>	Feedback from meeting? Topics: Gathering Info. & Conflict History	Di and Liz not in attendance; will catch up with them in August
<b>ELCA – Christian Nationalism Campaign</b>	How familiar are we with this campaign? How should we engage?	Kathy handed out copies of ELCA statement for our information
<b>Isaiah</b>	Updates	Kathy handed out Isaiah faith agenda policy and governing priorities Kathryn Lozada is going to come speak at Faith Continuum later this year
<b>WELCOME Team</b> Kathy, Brent, Melanie	Updates	Dentist appointments in progress There will be a Moondogs game fundraiser in July - several churches will have the tickets available for purchase including CTK
<b>July Messenger</b>	J & P Focus	Eileen will re-brand the water pollution write up she put together too late for Earth Day
<b>Additions</b>	Pride - Sep 9, 2023  RSVP call help needed for BBQ, Blessings and Bands - June 28th	Need to have someone write something for September King's messenger Eileen will get the link for table registration to Pastor Melanie when available  There is a script written up and there will be something coming out to request help from commissions to call people to help with RSVPs
<b>Lord's Prayer - Eileen</b>		
<b>Meeting Adjourned</b>	<b>Time: 7:45</b>	
<b>Next Meeting</b>	Aug 1, 2023 6:30 PM; change to first Tuesday for August due to Kathy and Eileen being on vacation on second Tuesday	

<b>Minutes submitted by:</b>	Eileen Campbell
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