

**PLEASE PLAN ON ATTENDING THE CONGREGATIONAL MEETING TOMORROW  
NIGHT, WEDNESDAY, SEPTEMBER 21<sup>ST</sup>**

**CHRIST THE KING LUTHERAN CHURCH  
CTK Church Council Agenda  
September 20, 2022**

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

1. Attendance - Introductions
2. Devotions – Kathy Brozik
3. Approval of the Agenda
4. Approval of Meeting Minutes
5. Approval of Treasurer's Report
6. Pastor Melanie Housing Expenses Resolution
7. Update Council that missed last Thursday's Zoom
8. Congregational Meeting
9. Leadership Retreat
10. Commission Chairs
11. Strategic Planning
12. Constitution Update
13. Pastor Melanie's Report
14. Covenant Commission Communication
15. Prayer Request/Adjournment

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

**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

**Please email minutes to Morgan, [morganc@ctkmankato.org](mailto:morganc@ctkmankato.org)  
By Thursday, October 13th**

**CHRIST THE KING LUTHERAN CHURCH**  
**Executive Committee Meeting Minutes**  
**September 6th, 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  
Jessica Ehrich - Vice President  
Pastor Melanie Wallschlaeger  
Liz Zaruba - Secretary  
David Krause - Treasurer

**Members Absent:**

**1. Treasurer Report**

- Waiting for the financials from Eide Bailly, no report at this time.

**2. Pastor Salary & Housing Allowance & Other Compensation**

- Pastor Melanie reached out to David K. to see how her compensation is split between her salary and housing allowance. No updates have been made since the original package agreement. Working with Eide Bailly to get a more accurate picture of expenses; also looking to see if we can make changes for 2021 and 2022.
- ELCA recommends 30% for housing allowance
- Need to make a plan for an annual adjustment resolution for council approval on this issue.
- Another discussion between calendar year vs. CTK fiscal year; could compensation be considered on a calendar year basis? Or move our fiscal year to match the calendar year? This is indicated in the constitution.
- When should annual compensations be implemented for staff? What is the process Dana takes at Eide Bailly once the budget has passed?
- David K. and Pastor Melanie will work together to determine the ratio and will bring it back for approval

**3. Cultivate Expenses**

- Carbon Monoxide Monitors
  - David K. had a conversation with Candice: monitors are required for Cultivate but it was asked that CTK pay 50% of the cost; total cost is \$3349
  - Nancy P. moves to approval CTK to pay 50% of total cost from A+ Systems proposal of \$3349
  - David K. seconded
  - Vote: All Approved

- David K. will call Candice tomorrow to let her know CTK will pay half; CTK will pay bill and Cultivate will pay us

#### **4. Roof Updates**

- Both Schwickert's and KRI can still complete the roof project this Fall; waiting for a final and updated bid from both; Meisner would not be able to complete until Spring
- Where will the funding come from? Use the remainder of RRR funds; will ask for comments from Council on what the best plan to get the rest of the funds
- Will need congregational approval for this contract; Special Congregational Meeting tentatively set for Wednesday, September 21st at 5:45pm; will announce to congregation on Wednesday, Sept 7 and Sunday, Sept 11

To Do List for Executive Council:

- Create a calendar overview with timelines of what needs to happen when (annual meeting, budget forums, compensation, etc.)

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

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

### **CHRIST THE KING LUTHERAN CHURCH**

#### **Congregational Council Meeting Minutes**

August 30, 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 – Past President  
David Menk – President  
Jessica Ehrich - Vice President  
Liz Zaruba – Secretary  
Pastor Melanie Wallschlaeger

Chloe Sinning (Youth Rep)

Kathy Brozik

Brent Sandhurst

Marlin Spangrud

Gary Rudolf

#### **Members Absent:**

David Krause - Treasurer  
Dan Rickbeil  
Brandon Stensrud

**Call to Order:** D. Menk

**Devotions:** D. Menk

**Approval of Agenda**

Remove Amy Olson's name and replace with Morgan

N. Patterson moved to approve the agenda

G. Rudolf second

No discussion

Vote: All approve

**Approval of Minutes**

G. Rudolf moved to approve the last month's minutes

N. Patterson second

M. Spangrud wondering about Projector's maintenance

Vote: All approved

**Treasurer's Report**

J. Ehrich moved to approve the treasurer's report

B. Sandhurst second

Discussion: D. Menk provided a quick overview since D. Krause is absent; expenses were up in the last month (three paychecks for example) and giving was down; some issues with automatic withdrawals

Vote: All approved

**Approval of New Commission Members**

Nominations from the Nominating Committee for CTK Commissions

*Justice & Peace:* Brent Wood & Chuck Syverson

*Servant:* Mary Jo Menden, Tim Bye, Jeri Retzlaff, Heather Javens, Kathy Kachelmeyer

*Faithful People:* Kevin Elliot, John Brandstad, Max Nessler (Student), Megan Lewandowski (Student)

*Proclaim:* No nominations

*Word & Sacrament:* Jessica McNamara, Amy Boles

G. Rudolf to serve as Council Liaison for Servant

K. Brozik moved to approve new commission members

J. Ehrich second

No discussion

Vote: All approved

**Hearing Assist**

Kathy Brozik provided a quick background on the Hearing Assistant technology and proposal for CTK.

Also need to have further discussion on training for certain members, who become trainers for CTK members. Kathy proposes having a couple of trainers for CTK members; Dave suggested having at least one trainer from each service.

VSI quote includes:

1. Technology Equipment needed to upgrade the dual wifi/rf system
2. Four body packs for users without cell phones
3. Instruction-test-train

K. Brozik moved to approve the \$2,425 proposal to install Hearing Assistant technology in the CTK sanctuary from Terry Dahl with VSI

N. Patterson second

Discussion: Where will the money come from? Money will come from the Memorial Funds. Kathy will set up the training for certain members, ask for volunteers from each service, work with Word & Sacrament commission as well. Question for VSI: can the transmitter be moved for outdoor worship or will it only work in the sanctuary?

Vote: All approved

### **Projector Maintenance**

New lamps are needed for the sanctuary projectors or we need to upgrade to new projectors. Cost for 2 projector bulbs is \$1384.80; they last about two years. Proposal from VSI for two new projectors: \$16,990. New projectors have a 7-10 year use and do not require bulbs (laser projectors). The projector model being proposed was discontinued in September 2020, which gives us the lower cost. Proposal does include one-year warranty; need to ask Terry if they will still provide tech support to the machines after that one year? Will the technology be outdated or just the machines? Council feels comfortable going through VSI, but would like to confirm with Terry.

G. Rudolf moved to approve the VSI proposal after confirming with Terry Dahl that this is still the system he recommends CTK should use.

K. Brozik seconded

Discussion: Where's the money coming from? This project would be funded by the memorial fund. Do the new projectors use lamps and how much do those cost? The new projectors use lasers and not lamps.

Vote: All approved

Via Email: September 1st, 2022

Pastor Melanie sent an updated proposal with different equipment models, but at the same price of \$16,990. Per the motion and vote above, this is approved.

### **Reproductive Justice Workshops at CTK**

CTK received a building request from the Pastor at First Presbyterian and the ACLU to use CTK for some Reproductive Justice workshops, estimated 150 people; workshops in October. Pastor Melanie wants approval from the council since this can be considered a controversial topic. Quote from Pastor Melanie: "I believe the reproductive justice workshop aligns with our ELCA social statement that says abortions should remain safe, legal, accessible, and rare."

N. Patterson moved to allow the Reproductive Justice Workshops at CTK on Thursday, October 6, 5:30 - 9:30pm, sponsored by First Presbyterian and ACLU.

C. Sinning seconded

Discussion: Will there be a charge to hold the event at CTK; yes. Servant commission does meet on Thursdays, but have been meeting virtually. No other conflicts of events. Will the event be "one-sided"? Will the workshop be speakers, forums, open discussions? Pastor Melanie will email FPC to ask.

Council will wait to vote until we hear back from FPC with more details on the event. Will complete the vote via email.

### **Wish List for Memorials**

Start thinking about a future wish list for memorial funds and how they should be used.

### **Computers/CTS**

Will set up another meeting with the executive committee and CTS to ask a few questions regarding the cloud software update and the difference between purchasing and leasing computers. Table discussion until the next meeting.

### **Roof**

We currently have three bids for work on the roof, however there are concerns about it being too late in the year to get it done before winter. All three bids are currently expired; will need to request for new bids. Schwickerts: \$108,983, includes 20 years warranty for materials

KRI: \$99,515, includes 15 year warranty for materials

Meisner: \$76,350, includes 2 year warranty for materials, also different materials

Carl will request if any of these companies will be able to get the work done yet this year and check on new bids. We have approximately \$50K left in RRR, but would need to find a way to raise the rest of the money. If we can't get this project done before winter, is there a temporary fix we can/should look into? G. Rudolf will work with Carl and help spearhead the project and send an email out to council with the update.

M. Spangrud moved to charge G. Rudolf to work with Carl and further investigate our three current bids and report back to the council as soon as possible.

K. Brozik second.

Vote: All approved

#### **Pastor Melanie's Report**

- Word & Sacrament have been overseeing Worship Assistants; would like to continue to oversee ushers and the council and commissions would oversee/gather volunteers for communion for two months at a time, as it was in the past; youth would also help on Wednesday nights. Could this be a future task for Morgan? We serve communion every Saturday night, 1st, 3rd and sometimes 5th Sundays and Wednesdays; do not need to worry about communion for Saturday nights.
- Word & Sacrament will put out a schedule for who covers which months of communion
- Garrett Steinberg will be moving to part-time starting September 1st. Kirsten and Alyssa will take care of finding readers for Wednesdays, Morgan will find readers for Sundays.
- Thank you for the great annual meeting; enjoyed having it the parking lot
- Would like to do a council installation at one of the services in the near future; proposed date of Sunday, September 11th at both services; for all council members
- Will be opening the Nursery again and hiring staff for that room

#### **Commission Communications**

No July meetings

#### **Prayer Requests/Lord's Prayer**

#### **Adjournment**

G. Rudolf moved to adjourn

N. Patterson second

Vote: All approved

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

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

#### **Devotions Schedule**

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Liz Zaruba - On Call

**CTK Council Report**  
**By Pastor Melanie**  
**September 2022**

**1) Ukrainian Refugee Relief**

CTK members have donated more than \$5,000 to Ukrainian Refugee resettlement efforts through Lutheran World Relief Ukraine Response.

Kathy Sallstrom, Kathy Hedman, and Cindy Kehoe are co-facilitating an effort to support a multigenerational family of 9 in Shakopee, MN. The opportunity to help this particular family arose after CTK hosted a informational meeting in July with Lynn Mullin, the volunteer coordinator, from LSS Immigration & Refugee Services in Minneapolis. Lynn followed up with people who attended the information session with the opportunity in Shakopee. While members of CTK would like to support a local asylee or refugee family the generosity that members of CTK want to extend to the family in Shakopee before us is astounding. Local ELCA pastors are meeting this Thursday to explore opportunities to support a family locally.

**2) Crossroads Campus Ministry**

Local ELCA pastors and church leaders plan to re-invigorate and renew the ELCA Campus Ministry at MNSU. We are planning toward an 8pm Sunday evening service led by area clergy and musicians beginning October 2<sup>nd</sup>. We currently have 16 students who have indicated interest in attending. I plan to lead on October 9<sup>th</sup>. Members of our congregation & community will be encouraged to attend.

**3) Endowment Committee Nominations**

I would like to identify members of an Endowment Committee to decide where to distribute accrued interest. Please let me know if you have someone in mind to be nominated to the Endowment Committee.



**Word & Sacrament Commission**  
**To Hear God's Word & Share in the Lord's Supper**  
Meeting Minutes, Sept 1, 2022

**Members present:** Nancy Armbruster, Kristin Krusemark, Rick Lund, Sean Sletten, Jessica McNamara, Karen Barnett, Pastor Melanie Wallschaeger

**Members absent:** Amy Bose, Joy Macheel, Megan Sandhurst, Brandon Stensrud, (Council Liaison)

**Call to Order:** Rick, Chair, called the meeting to order at 6:30

**Devotions:** Karen

**Approval of Aug. 4, 2022 meeting minutes**

Motion made/seconded by Kristin/Sean to approve minutes. Motion carried.

**Pastoral Report:**

\*Garrett started working part time for CTK on Sept 1, 2022. He has gone from 32 hours to 24 hours. He will continue to be active in worship services. He will no longer be assigning lectors/readers. Morgan will be taking this over.

\*We will start adding more nursery time for our youngest members. The privacy room will also be changed to a wiggle room.

\*Crossroads Ministry (the MSUM campus ministry) will be starting again. It has not been active for a few years. Area clergy and musicians are revamping a Sunday evening 8:00 worship service starting on Oct. 2, 2022. All are invited to attend.

**Old Business:**

\*Communion will be offered on the first, third, and fifth Sundays. Our commission is helping with communion in September and October. Other commissions will be helping in the other months.

\*The new software is installed. The kinks are being worked out.

\*Annual meeting was held on Aug. 24, 2022. New council members were elected.

**New Business:**

\*Faith & Fellowship continues on Wednesdays. September 7 will be a Block Party/Minute to Win It (CTK).

\*Rally Sunday is Sept. 11, 2022. We will be starting the fall service schedule with services at 8:15 & 10:00. Wednesday services will continue.

**Items for Discussion:**

\*Our start time will stay at 6:30, the first Thursday of each month. (not July)

\*Our meeting will stay on Zoom.

\*Printing/distributing name tags for members is an ongoing process. There is a clipboard for members to sign up for a name tag.

\*In keeping with the Justice and Peace Commission's work toward a Reconciling Congregation, perhaps we could expand on the welcome at the beginning of each service. This would be a more specifically inclusive welcome, beyond the usual perfunctory "Welcome to Christ the King." Nancy gave a couple of examples, such as, "Wherever you are in your faith journey, whatever your questions, your doubts, there's a place for you here." There's also some great wording of inclusiveness on the new website.

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**Prayer Requests**

**Meeting Adjourned:** Motion made/seconded Nancy/Kristin to adjourn at 7:05.

\*All commissions meet together on occasion.

**Next Meeting:** October 6, at 6:30 Zoom

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

**Next Devotion:** Kristin

**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 and 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

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**September 6, 2022**

**6:30 p.m.**

**CTK Courtyard**

**Present:** Eileen Campbell, Kathy Sallstrom, Chloe Sinning, Di Storvick, Chuck Syverson, Pastor Melanie Wallschlaeger, Brent Wood, Liz Zaruba

**Devotion/prayer** - Pastor Melanie

**Approval of August minutes.** Liz first, Di second

### **Old Business:**

- **RIC – Women’s Retreat** is Sept. 30 - Oct. 2 at Shalom Hills, Windom. Andrea had asked if someone from J & P would be willing to speak about RIC. Chloe is interested in going. Eileen is planning on going. One or both are willing to speak. Liz will let Andrea know. Di will email Eileen and Chloe the one pager that we used at the June meeting.
- **Ukraine Update:** There is a family of 9 in Shakopee identified by LSS. Kathy Sallstrom, Kathy Hedman and Cindy Kehoe will be organizing. CTK is going to be supporting them with deposit, possible rent and some household items. There is a list of items needed. The need from our commission will be identified by Kathy Sallstrom.
- **Organics Recycling:** We will continue to collect on Wednesday nights from now on. Eileen will come early 9/7 to set things up. The office staff will start composting soon as well. Eileen will email Carl about getting a container for the breakroom and smaller bags as well as asking about bringing back more recycling containers.
- **Pridefest-** Saturday, September 9,10,11 at Vetter Park. Parade is 11:15 Sept. 9. Our booth will be on display Sept. 10, 12 – 4 p.m. Sign and handouts used for Backpack Blessing will be used for Pridefest as well. Set up? Volunteers? Need to be set up by 11. Kathy will pick up supplies (canopy, banner, tags/stickers, wedding booklet, bags?) on Thursday. Kathy and Julie will set up starting at 10. Eileen will help take down.
- **September Highway Clean-up:** Sept 25. Rain date Oct. 9. Diane got more bags. In the future, can go to Mankato MnDOT office lobby and they are available there right out in the open.

- **Suicide Awareness in September:** There was a piece in the September newsletter about suicide awareness that was put together by J&P. Liz will email Andrea to share the United Way/Hoeffner event on September 17 in the afternoon at East. There is also the Out of the Darkness walk that morning at Sibley park. Liz will look into putting together a team for walking. Faith Continuum will also have a speaker in October speaking on suicide prevention.

#### **New Business:**

- **Peace Focus:** What else could we be doing to promote peace? Peace with neighbors could be a focus. We can learn about our ingegenous neighbors. Blanket exercise is a possibility (Pastor Melanie has done this before. Leader has to be trained to lead exercise). Chuck has some contacts at MSU for some racial peace type talks. Faith continuums in November could possibly be connected, maybe around some of the church's social statements. Chuck and Pastor Melanie will talk more about what our peace focus could look like for November and will come to the next meeting with ideas.
- **Books/book clubs.** We could identify what is in our library that relates to Justice and Peace or what our book clubs have read related to it. Highlight these books for the congregation.
- **October is Domestic Violence Awareness Month.** Di will put together something for the October newsletter.

**Council report:** Decided not to host a reproductive rights workshop led by First Presbyterian and ACLU.

**Next meeting: Tuesday, October 4, 2022. In person at CTK.**

#### **Lord's Prayer**

**Adjournment:** Di first, Chloe second

**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		<b>Pridefest</b> Sept. 9th  <b>Highway Cleanup</b> Sept. 25 <i>rain date Oct. 9.</i>  <b>Suicide Prevention Month</b>	<b>Domestic Violence Awareness Month</b>	<b>Native American Heritage Month</b>	
<i>January</i>	<i>February</i>	<i>March</i>	<i>April</i>	<i>May</i>	<i>June</i>
			<b>Earth Day</b>	<b>Highway Cleanup</b>	<b>Juneteenth</b>