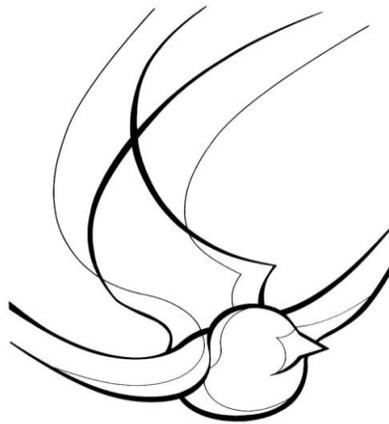


# **St. Luke Long Range Plan 2011**



**Submitted by 2011 Planning Committee – December 28, 2011**

**David R. McDonald, Jr. - Chair**

# The Long Range Planning Committee Report for 2011

## Table of Contents

<b>Introduction .....</b>	<b>3</b>
<b>Mission and Vision Statement .....</b>	<b>4</b>
<b>Committees .....</b>	<b>5</b>
<b>Short Term Goals .....</b>	<b>6</b>
<b>Long Term Goals.....</b>	<b>9</b>
<b>Appendices</b>	
<b>Appendix A. History of St. Luke.....</b>	<b>12</b>
<b>Appendix B. Draft Goals and Objectives Overall Summary (before editing and prioritizing) .....</b>	<b>23</b>
<b>Appendix C. Past and Present Members of 2010-2011 Long Range Planning Committee.....</b>	<b>29</b>

# ***Introduction***

This long range plan was developed over several years work as led by the Planning committee. The prior long range plan was published in 1997 and served St. Luke well as most, if not all, top goals were obtained. We believe this plan will help guide St. Luke as we move forward to continue serving God in both traditional and new ways. We selected the 1996 book *Discerning Your Congregation's Future* by Roy Oswald and Robert Freidrich as the tool to use as we developed our long range plan. The 2010 and 2011 planning committees also utilized church data gathered from key events prior to 2010 including the 2009 Planning brain storming session, the developed Church Information Form developed as we searched for a permanent pastor after Howard Milkman retired, and a prior church survey of the congregation. We also gathered new data through interviews with community leaders, hosting planning retreats, and having committee participation. The 2010 planning retreat may have been the first planning retreat open for all in the congregation to participate. Despite unexpected changes in our pastoral leadership as the plan was in development, the planning committee made the choice to move forward.

This plan includes goals in two time frames: five years or less and ten years. The planning committee also recognizes that there will be additional annual goals taken on each year by the committees, session, deacons, and staff. Many of these goals and objectives should support the longer term goals, but there may be shorter term needs that become a priority and need to be addressed. An appendix is included that summarizes all the goals and objectives that were considered before settling on the top goals. We decided to include this information as it may prove to be useful information to particular committees. Along with each goal, we have identified committees that may play a key role in meeting the goal. There may be additional committees that could support a goal.

The goals are divided into four categories (as recommended by *Discerning Your Congregation's Future*): Strengths (these are things St. Luke does well and we want to continue doing well, Dysfunctions (these are things we may not do so well and want to improve upon), Mission (these are goals pertaining to the Mission work of St. Luke), and Aspirations. The work of the Planning committee should include tracking St. Luke's progress towards our goals and helping to keep our committees focused on the short and long term goals.

# ***St. Luke Presbyterian Church of Downers Grove, Illinois Mission Statement and Vision***

Adopted by Session in 2010

## **St. Luke Mission Statement**

Our Mission is to be an inclusive family of God in the midst of a world in need. We strive to provide love and acceptance, forgiveness and empowerment. As we worship together, we challenge each other to work and to live as the incarnation of Christ to our community and to the world.

## **St. Luke Vision**

For the glory of God we worship joyfully, nurture all members and engage in mission by reaching out to the community and the world. We strive to encourage spiritual growth through the involvement of all the church family by providing education, fellowship and lay leadership to help fulfill the needs of the congregation and beyond.

# ***St. Luke Committees Active in 2011***

Christian Education

Membership

Personnel

Mission

Worship

Property

Stewardship

Planning

Session

Deacons

\* Fun

\* Pastor Nominating (PNC)

\* 50<sup>th</sup> Anniversary

\* Nominating

\* Renovation

\* Not standing committees

# Short Term Goals

Below are the top short term goals. For purposes of this document, short term goals are considered to be five years or less.

## Strengths:

1. Children should continue to be a strong part of St. Luke. Children are an important part of St. Luke. We draw children from various locations in the area, we involve them in the church. We have a strong desire to protect them and we have been able to lead and guide them through volunteer leaders. (*Christian Education, Mission, Deacons, Session, Fun, Worship*)
2. Maintain strong and diverse leaders to serve St. Luke and the broader community. We have had strong leadership through our members and our clergy.
  - a. We have found that we are able to take on large tasks, many roles, and complete them. (*All committees*)
  - b. The congregation has high expectations of our leadership. We need to maintain strong leadership. (*All committees*)
  - c. Provide strong leadership that communicates with the congregation, allows people's voices to be heard, makes careful decisions, and handles conflict openly. (*All committees*)
  - d. Provide training, education, and support to our leaders (*All committees*)
    - i. Conflict training
    - ii. Provide resources to new committee chairs (transitioning plan)
    - iii. Make sure new committee chairs have access to prior committee minutes.
  - e. Consider Stephen ministry training. (*Session, Deacons, & Mission*)
3. Mission is clearly central to our identity. Maintain our passion for mission.
  - a. Continue to be focused in mission involvement outside of the church and with Warming Center & PADS. (*Mission and Deacons*)
  - b. We have demonstrated that mission is a financial and personal responsibility of St. Luke and has become our culture. Our new sanctuary can help us grow in our mission capabilities by allowing us to be more visible. It may even help us grow our Christian Education programs such as VBS as we grow towards embracing others outside of our congregation. (*Membership, Christian Education, and Worship*)

## Dysfunctions (to improve):

1. We have a lack of training and group building among leaders. We need to train and educate the appropriate people to avoid:
  - a. Poor or lack of communicating committee decisions with Session and the congregation. (*Session and Deacons*)
  - b. Lack of understanding the Presbyterian system such as our bylaws, Book of Order, and previous decisions. (*Session and Deacons*)

- c. Disagreements that lead to conflict. (*Session and Deacons*)
- d. Unwelcomed visitors (2 types: those that are not greeted and those that do not feel welcome.) (*Membership*)
- e. Uninformed members. (*Deacons and Membership*)
- f. Lack of fellowship opportunities with the community. (*Mission*)

#### Aspirations:

1. Maintain and grow the church membership
  - a. Increase the diversity of our membership including youth, race, ethnicity, geographic locations, socio economic status, and culture. We need to do this while avoiding cliques. (*Membership*)
  - b. Increase our membership by doing the following (but not limited to): (*primarily Membership*)
    - i. More social events (*Fun*)
    - ii. Have regular events
    - iii. Provide more visibility to St. Luke through means such as
      1. Web optimization (internet searches finding St. Luke).
      2. Articles in the local paper (press releases).
      3. Being consistent with this publicity.
    - iv. Host a parenting class.
  - c. Be an open, welcoming church through evangelism, effective communication, and interactions. (*Membership lead, involvement by all*)
    - i. Community participation
  - d. Grow our membership and leaders to provide trained leaders, volunteers, and care groups so we have a well dispersed and trained congregation by age. (*Deacons, Session, Membership*)
  - e. Provide proactive greeters (*Membership*)
    - i. Follow-up with visitors and people we have not seen for awhile
    - ii. Be sure to consider those that do not have email.
2. Continue and grow our financial giving as this stabilizes the church (note – discussion of this goal influenced the development of and inclusion of the long term goal of capital improvements). (*Primarily Stewardship with Property support*)
  - a. Be focused on financial planning to maintain and increase our facilities.
    - i. Maintain a long-term building fund
    - ii. Prepare for future capital campaigns.
    - iii. Be able to afford a custodian/building manager.
  - b. Secure financial and physical resources to support our current and future facilities and programs by:
    - i. Establish a building fund
    - ii. Establish an endowment fund
  - c. Pay off our mortgage. We need to be more aware about money including: (*support from Worship*)
    - i. Tithing openly and comfortably to maintain security within our community

- ii. Share operating budget and how it is set (more transparency) (*applies to all committees*)
- iii. Increase our conversation about money issues.
- iv. Understand the mortgage and how to pay it off.
- v. Be aware of guilt of not meeting a financial commitment by a person or family. There is a fear they may then feel as an outsider.
- vi. We need more money to grow staff, increase mission, and support all the other aspirations we have.

# Long Term Goals

## Mission and Aspiration:

1. Increase our mission to the community and our members by forming new and maintaining current relationships. While doing so, be more aware of health concerns as we perform this mission. Consider the following activities (*Mission and Deacons*):
  - a. Evaluate how we can help with local housing needs.
  - b. Check in on our members and neighbors to make sure they are well.
  - c. Increase our involvement with current active organizations such as FISH, LOVE, Meals On Wheels.
  - d. Can we help people learn English as a second language?
  - e. Increase accessibility to church and at church. Consider safe access (protection from the elements), parking in the winter (snow and ice), and rides to and from St. Luke. (*Deacons and Property*)
  - f. Can we work with Highland School to help support a local family in need?
  - g. Take some credit for what we do and promote the good work we do.
  - h. Provide encouragement for our members to be active and healthy.
  - i. Support a church nurse with one or more other churches.
  - j. Encourage our Deacons to provide help in healing.
  - k. Look for opportunities to bring in guest lecturers on health topics. Consider Good Sam hospital for potential speakers.
  - l. Provide education about advance directives. (*Stewardship*)
  
2. We aspire to keep Mission as a top priority.
  - a. Support mission in our community by offering programs and services as well as manpower support and finances. Utilize our facilities as needed. Set a good example by supporting or doing the following: (*Mission*)
    - vii. Pet Blessings (*with Worship*)
    - viii. Concerts
    - ix. Community programs
    - x. Financial peace (*with Christian Education and Stewardship*)
    - xi. Crop walk
    - xii. Charity walks
    - xiii. Other
  - b. Welcome the community to utilize the building and grounds for:
    - xiv. Community activities (*Property with Mission, Worship, and Fun*)
    - xv. Rental groups. (*Property*)
    - xvi. To participate with us in service. (*Worship*)
    - xvii. Invite guests such as lecturers and musicians. (*Worship*)
  - c. Provide mission to our congregation by having programs and care groups. Utilize our facilities for this mission. (*Deacons and Christian Education*)

- d. Increase our involvement and outreach to the community and congregation by exploring affordable housing in Downers Grove, sponsoring refugee families, warming center, PADS, and the aging population. (*Mission and Deacons*)
- e. Utilize new technology to increase our evangelism and outreach with the community. (*Membership*)
- f. Review Mission and Vision statements every five years. (*Planning*)

#### Aspiration

- 1. Continue with our capital improvements. (*Property*)
  - a. New parking lot.
  - b. Add educational wing (classrooms).
  - c. Install sprinklers (this is a short term goal due to Village requirements).
  - d. Increase storage.

# ***Appendices***

# ***Appendix A***

## ***Church History***

The majority of the following history of St. Luke was prepared by and used by the 2011 Pastor Nominating Committee. It is presented here with very minor edits.

St. Luke Presbyterian Church is located at 3910 Highland Avenue, Downers Grove, Illinois. The church held its first Sunday service in 1962 at Highland School with the Rev. Kirby Wahl officiating.

On June 10, 1962, the first congregational meeting of St. Luke Presbyterian Church was held in the gymnasium of Highland School with 40 members attending. Twelve members of the congregation were elected as Elders. Groups and committees included a junior and senior choir, men's breakfast and prayer group, senior high school group, which met on Sunday evenings, and a Women's Study group, which met on Tuesday evenings. The first "Clean and Sheen Day" (our traditional clean-up day), held on May 19, 1962, was to clean the site for the current church building.

In 1965, plans for a new church building were created and finalized; ground was broken on June 27 of that year. The first service in the new building was held on April 26, 1966; Sunday school for youth followed the worship service.

The Rev. Wahl resigned in late 1966, and the Rev. Kenneth Stewart was called as pastor and installed on September 17, 1967. In 1968, the church discussed both its short-range (one-year) and long-range (five-year) goals. This resulted in Youth Sunday, youth choirs, a summer picnic, a desire to increase the size of the congregation, and a need for more classrooms. The drives were paved and landscaping around the church was completed. The children's choir was divided into the Cherub Choir (grades 1-3) and the Carol Choir (grades 4-6). 1968 saw the formation of the Celebration, Cherub, Carol, and Chancel choirs.

In January 1971, the Board of Deacons, consisting of 12 members, was ordained.

Ground was broken for a new addition (Fellowship Hall) to St. Luke Presbyterian Church in 1974, and was dedicated in May 1975. In 2000, the hall was renamed Heller Fellowship Hall in memory of member Ray Heller.

We were given a substantial monetary gift in 1982, which was used to purchase new pews, along with a new sound system, Bible stand, candle holder, and Carol Choir robes. Later, a new copier machine, new roof for our buildings, refrigerator for the kitchen, and an air-conditioner for the sanctuary were all purchased from the same gift.

Over the years, the stained glass panels featured in the sanctuary have been given as honorary or memoriam gifts by church members.

The Rev. Stewart announced his decision to retire early in 1988, and the Rev. Jerry Andrews accepted the position of Interim Pastor in May 1988.

The Rev. Howard L. Milkman's name was placed in nomination by the pastoral search committee in July 1989; Rev. Milkman joined us in September of that year.

Under Reverend Milkman's guidance, St. Luke developed a significant focus on mission programs. The church actively participates in One Great Hour of Sharing, Public Action to Deliver Shelter (PADS), Church World Service CROP Walk, Habitat for Humanity, Cabrini Alive, Two Cents a Meal, LOVE, Inc., and The Care & Counseling Center, among others.

In 1998, the Warming Center (affiliated with PADS) opened its door for the first time. Each Saturday, October through April, guests are served lunch and given a warm shelter. Additionally, St. Luke has been hosting PADS guests overnights on Wednesdays in July and August since 2009. Each November, St. Luke also orchestrates Monday night PADS dinners and overnight guests at First Congregational Church in Downers Grove.

Rev. Milkman formed a book club in the early 90s that met monthly to provide members and friends the opportunity to select, read and discuss various literary works. After Rev. Milkman's retirement, the group continues to meet monthly, led by congregation members.

After receiving a large monetary donation, "Friends of the Carpenter" was established, and the group built a stage in Heller Fellowship Hall. In 1998, new rooftop air conditioning units were purchased for the sanctuary and new carpeting was installed throughout the building. In 1999, the kitchen modernization, performed by an army of St. Luke volunteers, began and was completed in the summer of 2000. We now have an up-to-date commercial kitchen, used not only for our Warming Center, but for various church activities as well.

In 1998, the St. Luke Infrastructure Committee was established to implement the needs for our church's facilities.

From 2000-2002, St. Luke was chosen by McCormick Seminary as a Field Education site for its student interns. Robert Hamilton, Jr., joined us as the first intern under this program. Chuck Maney joined us as an intern in 2001 until his ordination in 2002. Dari Rowen interned with us in 2002.

New sanctuary furniture, including a communion table, pulpit, lectern and baptismal font, were built and installed in 2000, along with a new sound system. Air handling units on the roof and air-conditioning units for the sanctuary were replaced.

St. Luke celebrated its 40th anniversary in 2002.

In 2004, a new sign was installed on the Main Street side of the building, purchased from Memorial Gifts.

During the winter of 2004-2005, the congregation voted to go forward with a building renovation and the establishment of a capital committee to raise funds and oversee the building project. The theme selected for this fundraising and building campaign was "Building on Love's Foundation."

The capital committee, in conjunction with a consultant, guided us through the steps of an effective capital fundraising campaign, and predicted that approximately \$400,000 in funds would be raised. The campaign received pledge promises of \$970,000. This level of commitment demonstrated the strong resolve and desire the congregation had for this project.

The Rev. Howard Milkman retired on September 17, 2006. The Rev. Amy Snedeker filled in most Sundays and provided pastoral care until Rev. Dr. Rose C. Taul became interim pastor on February 4, 2007. The Rev. Rose Taul's term as interim pastor ended in January 2009, when she accepted a position as an interim pastor at a church in Indiana. The Rev. David Neff became temporary supply pastor from February-August 2009.

A building (renovation) committee worked with Architect David Schultz to arrive at a final building architectural plan at a cost of approximately \$1,500,000. Construction began in October 2009 and was completed in May 2010. During construction, worship services were held in Heller Fellowship Hall. The building was dedicated on June 13, 2010.

The Rev. Deborah Matthews' name was placed in nomination by the Pastor Nominating Committee June 28, 2009. On October 25, 2009, Rev. Matthews was installed as the pastor at St. Luke. The Rev. Matthews took medical leave in September 2010, eventually leading to Rev. Matthews requesting the dissolution of her relationship as pastor of St. Luke, effective December 31, 2010.

From September 2010 through January 2011, Executive Presbyter Rev. Dr. Virginia Smith, Rev. Jennifer McNutt, and David McNutt served as pulpit supply pastors until February 1, 2011, when the Rev. Dr. Rose Taul returned for a second term as interim pastor.

### Worship & Music

In 1972, our Order of Worship included Confessional Prayer, Apostles' Creed, Sermon, Offertory, Benediction, and Lord's Prayer. In 1975, the Confession Prayer was rewritten to reflect more contemporary language and entitled "How Things Are With Us." This prayer became very important to the members and was a part of our worship through 2006. A new form of the Lord's Prayer was also introduced to further emphasize the use of contemporary and meaningful language in the worship service; however, this was discontinued due to mixed responses from the congregation.

The current order of worship includes Call to Worship, Prayer of Confession, Assurance of Pardon, Children's Sermon, Scripture Readings, Sermon, Prayers of the People (Joys and Concerns), Lord's Prayer, Offertory, and Benediction. Communion usually occurs on the first Sunday of each month.

In 1977, the church began permitting baptized children to receive communion at the discretion of their parents. Recently, non-ordained members have been included in the serving of Communion.

RoseMary Jandes accepted the position of church organist on a volunteer basis in 1979. After many years of volunteering her services, RoseMary reluctantly accepted a salaried position and remained with us until early 2007. Mary Bittner followed as organist until her retirement, due to illness, in June 2007. Since September 2007, our principal organist is Bonnie Johansen-Werner.

David J. Molnar was hired as Director of Music in 1984, and was in and out of that role until his resignation in 2004. Carlos Javier Rodriguez served as Choir Director from 1990 to 1992. Until the hiring of David, the music program was directed entirely by volunteers; with his strong leadership skills, David contributed greatly to the music program and the children's programs. Michelle Eppley joined the staff in 2004 as Director of Music, and Laura Miller-Maggos was hired as Director of Bells. Michelle resigned in February 2005, when Sara Moss stepped in as Interim Director, until the hiring of Willard Thomen in August 2005. Julie Barnes Spring served as the Children's Choir Director from 2008-2009. Fred Moszur now serves as volunteer Cherub Choir director. As of February 2011, Willard Thomen, Bonnie Johansen-Werner, and Fred Moszur serve as the main leaders of music. Music is an important aspect of worship at St. Luke.

The organ needed to be replaced in 1987, and this was done from unrestricted memorial gifts, as well as a large gift given specifically for a new sanctuary organ.

In 1998, new choir robes were purchased for the Chancel Choir in honor of RoseMary Jandes' 20th anniversary as organist.

A two-octave set of hand bells was received in 2000, followed by the third octave, which enhanced our church music program.

In 2002, an organ was gifted to St. Luke by Linda & Michael Sifferd, and in 2003, a baby grand piano was given by David Molnar.

In 2010, St. Luke incorporated its children into the worship service as acolytes.

#### Church School and Youth Programs

1969 saw both junior and senior high school groups formed; these groups remained in place until February 1977, when both groups disbanded due to poor attendance. In 1986, SOS (Seniors on Sunday senior high school group) was formed; they meet Sunday afternoons. The JAZ (Juniors after Zchool junior high school group) formed soon thereafter, and continued to

meet after school on Wednesdays, until February 2011, when their meeting time was moved to Sunday after church.

The first Vacation Bible School was held in June 1982, proved to be quite successful, and continued for several years before disbanding for want of teachers and coordinators. In 1998, VBS was revived and has been very successful bringing in children not only from membership, but from the Downers Grove and surrounding areas.

An adult Christian education class that met Sunday mornings before the worship service was formed in 1983 and continued until 2005, when it was disbanded due to declining numbers. After 2005, several short-term adult education classes have occurred, such as 8:30 a.m. Sunday Bible Study and classes on various subjects led by interim pastors and Pastor Matthews, but no regular schedule has been able to be maintained.

Valerie Moses-Shaw was hired in 1985 as Minister of Education and this was seen as a turning point in the church school and young adult programs. Michael Duetsch followed her as Minister of Education from 1988-1992. Laurie McCabe then took over as Youth Coordinator and served until 1996; Renee Hyzy served in this capacity from 1997-1998.

In the 1980s, we began a series of all-family retreats which became an annual event at Stronghold Castle in Oregon, Illinois from 1998-2008.

In 2002, Sarah Karstens was hired as youth coordinator for the junior and senior high youth groups and served until 2009. Megan Polich was hired as youth coordinator in October 2010. This part-time position oversees coordination of these groups, which meet once per week during the school year, mission trips and other youth programs. Adult volunteers assist with both the junior high and senior high groups. Youth mission and middle school retreat trips were periodically taken starting in the 1990s, including a mission trip to Benton Harbor, Michigan in 2003, to South Dakota in 2005, and to Canada in 2009, with the hope that they will be continued.

In 2005, the Session approved the addition of a part-time Christian Education coordinator to primarily coordinate curriculum, volunteers and support for our rotational education model for children in K-8th grade. Kim Wojcik, a church member, serves in this capacity. She also coordinates teachers for the preschool program. Youth attend church until after the Children's Sermon, when they leave the sanctuary to attend church school.

From 2006-2009, St. Luke offered three faith-based adult education classes on personal finances.

### Church Planning

In June 1972, a Long Range Planning Committee was established. In the spring of 1973, a small group of members participated in "Purpose and Goals" congregational meetings. In 1974, a booklet outlining the history, goals, and purpose of St. Luke was prepared, and in 1975, a

report of the Ad Hoc Program Committee was completed. In 1984, the Committee on Tomorrow was commissioned to recommend a set of steps to strengthen the programs of the church. The committee delivered a report recommending improvements in the music program and church school, among other changes; these recommendations eventually resulted in the hiring of David J. Molnar and Valerie Moses-Shaw as noted above. The congregation was asked to increase its pledges to support these changes, and membership responded strongly.

A Planning Committee was again established in 1992 to look into the future plans for St. Luke Presbyterian Church, and in 1999, a Sanctuary Committee was formed to look into possibilities of enlarging our sanctuary, putting on a new roof, and making other capital improvements.

One of our biggest challenges in recent years was to move forward with plans to further renovate and expand the building. Several committees have worked together diligently over the last twelve years to gather the congregation's input, work with an architect to design plans that meet our needs, and undertake a capital campaign to support the building program. The process was orchestrated by a very committed and talented group of members.

In 2004, the Omega Committee was established to look into the financing of the building program, which would include renovation and enlargement of the present sanctuary, new roof, and more parking. In the spring of 2005, a survey was sent out to membership, and the consensus was that we should go ahead with our plans for a sanctuary renovation and adding more classrooms for a budget of \$2.2 million. It was later decided that Phase 1 of the plan would include sanctuary expansion and creation of additional parking, with a budget of \$1.5 million; Phase 2 would involve classroom expansion. A major capital campaign to fund the program was launched in February 2006, with very successful results; \$970,000 was pledged over a three-year period.

The Renovation Committee selected Mazur & Son as the general contractor. The sanctuary construction began in October 2009 and was completed in May 2010.

The current Planning Committee began work on a new long range plan in 2009.

### Finance and Stewardship

The financial history of the church can be traced by reviewing the budgets since 1968. Between 1968 and 1973, the budget grew gradually from \$22,500 to \$40,000. From 1974 to 1979, the budget ranged from \$59,000 to \$66,000. From 1980 to 1988, the budget was between \$82,000 and \$137,000. The 2007 annual budget was \$230,000. The projected annual budget for 2011 is \$262,374.

On June 7, 1992, near our 30th anniversary, we "burned the mortgage."

In 1999, a \$30,000 line of credit was secured to fund kitchen and bathroom renovation projects. The money was paid back in full later that year from additional giving, as these projects were well received by the congregation.

A \$35,000 loan was arranged through the Presbytery of Chicago to put a new roof on the upper portion of the building in 2002, and was paid off within two years.

As of February 2011, a mortgage balance of \$466,000 currently remains on the expanded sanctuary.

A Fundraising Committee has been in place for the past 10 years to support various needs of the church. Programs have included an engraved brick program, Heart to Heart silent auction, and annual church yard sale, among other events.

### Programs and Outreach

Between 1999 and 2004, St. Luke sponsored three refugee families. The first was a family of seven from Kosovo; the second, a father and his eight children from Togo, Africa; the third, a couple and their daughter from Somalia.

In January 2010, six St. Luke members went on a week-long mission trip to Guatemala, through the Hearts in Motion (HIM) organization. While in Guatemala, St. Luke ambassadors went into local villages to help set up medical clinics. Conversations have already begun about where the next mission trip will take us!

Club Luke, an after-school gathering for children ages 3 years old through 5th grade, meets on Wednesdays during the school year. A beloved and long-standing St. Luke tradition, Club Luke is a time for crafts, snacks, sharing and music, and is open not only to St. Luke children, but kids throughout the community as well.

The Saturday Warming Center became a site for the Downers Grove Township Peer Jury to use as a community service consequence for teenagers in 2002.

At the present time, St. Luke Presbyterian Church serves the community by opening its doors to various non-profit and educational groups, including two weekly OA (Overeaters Anonymous) groups, two AA (Alcoholics Anonymous) weekly groups, and a Girl Scout troop. We also rent space to several groups during the year for different social activities and recitals.

Good Samaritan Hospital and St. Luke Presbyterian Church are partners in Disaster Planning, with St. Luke being a Family Information Center for the hospital in case of disaster and, specifically, in case the hospital grounds were to be quarantined. Should the need arise, St. Luke is also a "safe place" for the children and teachers at Highland School, located across the street from the church.

### PCUSA

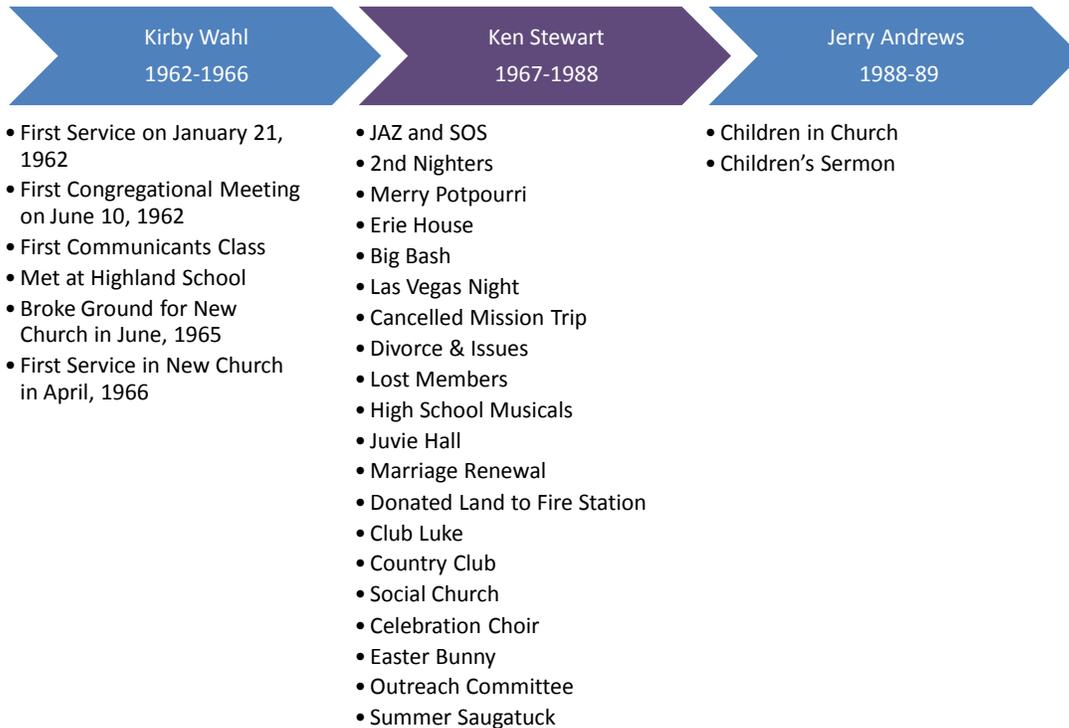
In 1998 the St. Luke Session opposed the ban on the ordination of non-celibate gays and lesbians and supports the efforts to delete G-6.0106b from the denomination's Book of Order. St. Luke's welcoming statement, adopted by the Session and printed each Sunday in our bulletins, characterizes our theological approach to the issue of

inclusiveness, be it homosexuality, ethnicity or race: “We welcome you to St. Luke. We receive each person as we would receive Christ. Please feel at home. This is an open church which considers diversity to be God's gift and blessing. St. Luke Church resolves to erect no barriers and struggles against existing barriers between people in the world. We are richer for your presence and blessed by your participation.”

The St. Luke Session has opposed divestment by the Presbyterian Church from corporations doing business in Israel and took steps to voice and seeks revisions in this action at the Chicago Presbytery.

The following church timeline was developed at the 2010 Planning Retreat.

## St. Luke Presbyterian Church Timeline



Howard Milkman  
1989 - 2006

- Commitment to Mission
- Presbytery Involvement
- Warming Center
- Community Involvement
- 3 Refugee Families
- Painted Cabrini Green
- Habitat for Humanity
- Healed Church
- Heller Hall Named
- Organ Donated
- Money Crisis
- Liquidated Assets
- Cocaine Babies
- Church Revived
- Started Vision to Raise Roof
- Caring Church
- Kitchen/Bath Remodel
- VBS
- Music Camp
- All Church Retreat
- Monastery
- Fundraiser Bashes – Heart to Heart
- 1st Woman on Finance Committee
- Confirmand Sponsors
- Redundant Ties
- Book Group
- Hand Bells
- Christian Ed
- Children’s Worship
- Music Director Connection
- Da Guys



Rose Taul and David Neff  
2007 - 2009

- Tuesday AM Bible Studies
- Luken Letters
- Animal Blessings
- Order of Worship/Lectionary
- Empowered Committees
- Building Program
- Variety of Worship Styles
- New Committees
- New Staff
- More Detailed Discussions at Session
- Women's Retreat
- Ladies Night Out
- Groundbreaking on New Sanctuary
- Transformed Heller Hall into Temporary Worship Space



Deborah Matthews  
2009 - 2010

- International Mission Trips
- Fire Drill
- Deacons Shift

# **Appendix B**

## **Draft Goals and Objectives Summary**

### **(before editing and prioritizing)**

#### **Strengths (17)**

1. Maintain strong and diverse leaders to serve St. Luke and the broader community. We have had strong leadership through our members and our clergy.
  - a. We have found that we are able to take on large tasks, many roles, and complete them.
  - b. The congregation has high expectations of our leadership. We need to maintain strong leadership.
  - c. Provide strong leadership that communicates with the congregation, allows people's voices to be heard, makes careful decisions, and handles conflict openly.
  - d. Provide training, education, and support to our leaders as they take on sacrament roles. Consider Stephen ministry training.
2. Continue to provide welcoming open church for worship, service, and community activities. We are open to increasing the diversity of our church. Continue communicating well with visitors. We communicate well with visitors by providing useful information in our bulletins, explain and offer communion, and welcome newcomers. Maintain church feel. Many in our congregation feel a sense of family and wish to maintain the small church feel.
3. Continue to create a trusting environment where consensus is encouraged through its communication within the congregation and the boards.
4. Mission is clearly central to our identity. Maintain our passion for mission.
  - a. Continue to be focused in mission involvement outside of the church and with Warming Center & PADS
  - b. We have demonstrated that mission is a financial and personal responsibility of St. Luke and has become our culture. Our new sanctuary can help us grow in our mission capabilities by allowing us to be more visible. It may even help us grow our Christian Education programs such as VBS as we grow towards embracing others outside of our congregation.
5. Music is clearly central to our identity. Maintain this.
6. Continue to provide fellowship through a variety of experiences to address the needs of all ages. We have an active congregation with opportunities for social activities. We should continue to be active by providing:
  - a. Women's groups
  - b. Club Luke
  - c. Woman's Bible Study
  - d. Gardening
  - e. Church decorating
  - f. Maintaining our physical space.
7. Continue to encourage the engagement of the congregation in a variety of aspects of worship experiences. Continue to provide worship opportunities to members that allows the members to share their talents:
  - a. Music
  - b. Speaking

- c. Acting
  - d. Artistic
  - e. Etc.
8. Continue to be active with Presbytery and General Assembly.
  9. Continue to optimize our resources. We have learned to optimize the use of our facilities, continue to accomplish much with our new sanctuary, and have been resourceful meeting our budget when we have been challenged financially. When presented with a need our congregation has come through. Each year we have managed to balance our budget.
  10. Children should continue to be a strong part of St. Luke. Children are an important part of St. Luke. We draw children from various locations in the area, we involve them in the church. We have a strong desire to protect them and we have been able to lead and guide them through volunteer leaders.
  11. Maintain our beautiful sanctuary as it represents our faith, is our spiritual home, and vision for the church. Our worship environment and sanctuary allow us to:
    - a. Feel a spiritual renewal
    - b. Embrace creativity of arts and music
    - c. Glorify God
  12. Maintain our support network and ability to take on risks. We have been able to start new things, form new groups, build a new sanctuary, support our members and pastors in tough times while being able to worship and play together.

### **Dysfunctions (3)**

1. We have a lack of training and group building among leaders. We need to train and educate the appropriate people to avoid:
  - a. Poor or lack of communicating committee decisions with Session and the congregation.
  - b. Lack of understanding the Presbyterian system such as our bylaws, Book of Order, and previous decisions.
  - c. Disagreements that lead to conflict
  - d. Unwelcomed visitors (2 types: those that are not greeted and those that some St Luker's don't want to have around).
  - e. Uninformed members.
  - f. Lack of fellowship opportunities with the community.
2. Increase our involvement through stronger Christian Education program to involve older members to avoid people becoming inactive.
3. We need to provide appropriate technology to the church and the staff and provide guidance on how to use it.

### **Mission (2)**

1. Our mission is to provide good communication between our leaders and with the congregation. Internal and external mission is important to St. Luke through:
  - a. PADS
  - b. Refugee sponsorship
  - c. Including and caring for the homebound / seniors
2. Increase our mission to the community and our members by forming new and maintaining current relationships. While doing so, be more aware of health concerns as we perform this mission. Consider the following activities:
  - a. Evaluate how we can help with local housing needs.

- b. Check in on our members and neighbors to make sure they are well.
- c. Increase our involvement with current active organizations such as FISH, LOVE, Meals On Wheels.
- d. Can we help people learn English as a second language?
- e. Can we provide taxi services for the elderly?
- f. Can we work with Highland School to help support a local family in need?
- g. Take some credit for what we do and promote the good work we do.
- h. Provide encouragement for our members to be active and healthy.
- i. Support a church nurse with one or more other churches.
- j. Encourage our Deacons to provide help in healing.
- k. Look for opportunities to bring in guest lectures on health topics. Consider Good Sam hospital for potential speakers.
- l. Provide education about advance directives.

### **Aspirations (14)**

1. Improve our communications :
  - a. Review items before sending them out.
  - b. Committees should review information
  - c. Provide Deacon Shepherd information and update as members or deacons change.
  - d. Continue contact with former members
  - e. Provide communications to home bound and those without email.
  - f. Communicate clearly with congregation on leadership opportunities, decisions, and processes.
    - i. Meeting decisions
    - ii. Church activities
    - iii. Selection process
    - iv. Officer duties
    - v. Every committee should review their process as members may be interested in changes or object to recent changes. Provide an opportunity for St. Luke member feedback.
    - vi. Develop leadership skills by providing training opportunities on:
      1. Conflict
      2. Communication
      3. Caring for others.
2. We aspire to keep Mission as a top priority.
  - a. Support mission in our community by offering programs and services as well as manpower support and finances. Utilize our facilities as needed. Set a good example by supporting or doing the following:
    - i. Pet Blessings
    - ii. Concerts
    - iii. Community programs
    - iv. Financial peace
    - v. Crop walk
    - vi. Charity walks
    - vii. Other
  - b. Welcome the community to utilize the building and grounds for:
    - i. Community activities
    - ii. Rental groups

- iii. To participate with us in service
    - iv. Invite guests such as lecturers and musicians.
  - c. Provide mission to our congregation by having programs and care groups. Utilize our facilities for this mission.
  - d. Increase our involvement and outreach to the community and congregation by exploring affordable housing in Downers Grove, sponsoring refugee families, warming center, PADS, and the aging population.
  - e. Utilize new technology to increase our evangelism and outreach with the community.
  - f. Review Mission and Vision statements every five years.
- 3. Encourage and engage more of our members in programs and worship to have a more active participation of our congregation.
  - a. Retreat
  - b. Liturgist
  - c. Utilize Time & Talent Feedback, create summary sheet
    - i. Every 2 years
    - ii. New members
    - iii. Provide follow-up with the committees to be sure they used the data.
    - iv. Thank volunteers
  - d. Volunteer leadership opportunities
  - e. Engage members in more programs and committees
  - f. Fellowship opportunities (young mothers, families, seniors)
  - g. Music programs
  - h. Small groups with specific interests
- 4. Maintain and improve our property and facilities to grow our church and staff.
  - a. Consider hiring a custodian to provide:
    - i. Maintenance
    - ii. Lock up
    - iii. Snow removal
    - iv. Cleaning
    - v. Mow the grass
    - vi. Repairs
  - b. Increase our physical structure by adding:
    - i. Parlor
    - ii. Classrooms
    - iii. Meeting space
    - iv. Storage space
    - v. Classrooms
    - vi. Handicapped access
    - vii. Parking
    - viii. Sprinklers
    - ix. Bike rack
    - x. Additions
    - xi. More visibility & easier access to St. Luke
    - xii. More hymnals
  - c. Increase staff to attend to this added growth (not just the physical growth but also an increase in members)
- 5. We need to better understand PCUSA. Provide information and training to congregation.
  - a. Global mission
  - b. Heritage

- c. Sponsored activities
  - d. Beliefs
6. Provide able and quality youth leadership to have an active youth program, coordinate VBS, connect with the community, schools, friends and work with the Pastor & CE committee to provide programming for JAZ, SOS, and Club Luke.
  7. Continue and grow our financial giving as this stabilizes the church.
    - a. Be focused on financial planning to maintain and increase our facilities.
      - i. Maintain a long-term building fund
      - ii. Prepare for future capital campaigns.
      - iii. Be able to afford a custodian/building manager.
    - b. Secure financial and physical resources to support our current and future facilities and programs by:
      - i. Establish a building fund
      - ii. Establish an endowment fund
    - c. Pay off our mortgage. We need to be more aware about money including:
      - i. Tithing openly and comfortably to maintain security within our community
      - ii. Share operating budget and how it is set (more transparency)
      - iii. Increase our conversation about money issues.
      - iv. Understand the mortgage and how to pay it off.
      - v. Be aware of guilt of not meeting a financial commitment by a person or family. There is a fear they may then feel as an outsider.
      - vi. We need more money to grow staff, increase mission, and support all the other aspirations we have.
  8. Grow our technological presence to provide online worship, online classes and online mission.
  9. Create an environment & time frame for enticing adults to participate in Christian Education.
  10. We aspire to increase our staff by adding additional clergy that have the following qualities:
    - a. Good communicator
    - b. Intellectual
    - c. Naturally spiritual / caring and has the ability to express this at the pulpit with excellent sermons.
    - d. Moderate (not polarized; a person that can see both sides. Have convictions without alienating others with differing views.)
  11. Improve our connections in shared dreams and convictions as we grow together. We create a consensus towards meeting common goals.
  12. Increase our fellowship:
    - a. Book clubs
    - b. Young families
    - c. Fellowship committee
    - d. Less cliques and clumping
    - e. More activities for men
    - f. More parties
    - g. More opportunities for spiritual growth
    - h. More mingling at coffee hour
    - i. Expand fellowship committee to be responsible for Sunday morning fellowship (new people/visitors).
  13. Maintain and grow the church membership
    - a. Increase the diversity of our membership including youth, race, ethnicity, geographic locations, and culture. We need to do this while avoiding cliques.
    - b. Increase our membership be doing the following:

- i. More social events
  - ii. Have regular events
  - iii. Advertise more especially through the internet
  - iv. Host a parenting class.
- c. Be an open, welcoming church through evangelism, effective communication, and interactions.
  - i. Community participation
- d. Grow our membership and leaders to provide trained leaders, volunteers, and care groups so we have a well dispersed and trained congregation by age.
- e. Provide proactive greeters
  - i. Follow-up with visitors and people we have not seen for awhile
  - ii. Be sure to consider those that do not have email.

# ***Appendix C***

## ***Past and Present Members of the 2009-2011 Long Range Planning Committee***

- Debbie Cebold
- Judy Dawson
- Gary Goodheart
- Michael Ito
- Ron Kelder
- Janna Knapp
- Deborah Mathews
- David McDonald
- Scott Mitchell
- Jeannette More
- Cynthia Pavlick
- Linda Sifferd
- Amy Smith
- Carrie Swenson
- Rob Stewart
- Rose Taul
- Vicki Whipple
- Randy Winans
- Sandra Zeles
- Dolores Zimmerman