

King of Kings Lutheran Church Church Council Minutes

October 19, 2021

Attendance

Members in Person

Molly Schultz, President
Jen McKinnon, Vice President
Brian Gager, Member at Large
Todd Dexheimer, Member at Large
Pastor Jon Larson, Lead Pastor
Scott Jakel, Interim Pastor
Jim Docken, Finance
Angie Olson, Treasurer
Dianne Johnson, Executive Director
Tami Olson, Secretary

Members Excused

Jason Livingston, Vice President

The meeting was called to order at **7:06 p.m.** by Molly Schultz presiding.

Opening Prayer – Pastor Jon

Approval of Agenda

Jen moved to accept the agenda.

Tami seconded the motion.

Motion passed (CC.21.10.35)

Approval of Prior Months Minutes

Jen moved to accept the minutes of the last regular meeting.

Jim seconded the motion.

Motion passed (CC.21.10.36)

Celebrate Our Culture

- Favorite memory of a pastor.
 - a. Everyone shared their favorite memory of a pastor

Guest Presentation - none

Old Business

1. LED lighting in parking lot
 - b. Waiting for supplies
2. Vote on Website Design group
 - a. Dianne said waiting on design, very happy with the design group, they have a very can-do attitude. The website style is clean, bold and simple.

New Business

1. Role of Council
 - a. Dianne had sent out to Council job descriptions for review.
 - b. Dianne reviewed highlights.
 - i. Reviewed constitution highlights, finance policy.
 - ii. Role of church council is more as an envisioning board and not daily operations.
 - iii. Every month we go through a financial review.
 - iv. Some monetary guidelines with the church council.
 - v. Anything one percent over the annual budget needs to go through the congregation.
 - vi. Any contractual arrangements over \$50,000 a year to Council.
 - vii. Dianne tends to bring anything over \$30,000 more to Council for due diligence.
 - viii. Dianne said to take a look, review, and it's basically the expectations.
 - c. Molly said one of the things we talked about was looking at the covenant, both staff and church council covenant. We should all review before we do more hiring.
 - d. Jen asked if that would happen at a staff meeting.
 - e. Pastor Jon replied, yes.
 - f. Molly will put a Covent review for December.

2021 Strategic Focus Area Updates & Goal Statements

1. Worship Production – Jason (hold) Waiting for org charts.
2. Facilities Committee – Jen, Todd (hold until they meet)
 - a. Jen said we met a couple weeks ago with Jill Hartwig and did a full walk through of the entire church. Meeting with her again next week. She should have paint flooring and lighting bids ready to review and then we'll talk to finance. Big impact and likely to be approved.
 - b. We also talked about the wall in front of the sanctuary. One option for a quick change would be some sort of draping over the back of the wall. She is calling them like mural ideas, maybe application stickers. She has some ideas to brighten up the space. Jason was saying from a production standpoint it would be good.
 - c. Next steps talk about moving café. Todd has been talking about getting bids if feasible and putting a list to Prioritize. Plans for years to come.
 - d. Jim asked about the garage.
 - e. Todd said looking at the spring for the garage and having the congregation help build it. Putting it out there or do a survey. Only need a handful of people to help.
 - f. Jen, asked would you build from scratch?
 - g. Todd replied, yes.
 - h. Todd noted that he has built a garage before. Need someone to do electrical, garage door and opener.
 - i. Todd added that material supply cost has come down, maybe by spring supply chain issues will be resolved.
 - j. Brian added he would love to swing a hammer.
 - k. Todd said we looked at moving that front wall in the sanctuary to add space, the biggest issue moving the wall is, will the band have enough space. We need to talk to Chris about what he is envisioning, It would be pulled out for ease of use.

- l. Pastor Jon added storage is the issue. All the equipment would stay there. Need to move plants somewhere else.
 - m. Todd said as long as things can freeze, you can store things in the garage.
 - n. Jen said we will know after the next meeting.
3. Strategic Update on Vanderbloemen – Molly
No meetings since the last time we met.

Reports

- 1. Lead Pastor’s Report (Jon Larson)
 - a. Submitted my report
 - b. Stewardship 5 little videos to share the message in a different way.
 - c. Messages will also be in brochures that Jane will work on.
 - d. Jen asked if he put it together.
 - e. Dianne and Jane help review.
 - f. See appendix A for detailed report.

- 2. Intentional Interim Pastor’s Report (Scott Jakel)
 - a. I have my report submitted
 - b. When Sue resigned, an opportunity came up to take over the organization.
 - c. Molly asked if it was manageable.
 - d. Yes, working with the leaders and absorbing supervision of leaders.
 - e. See appendix B for detailed report.

- 3. Finance and Treasurer’s Report (Angie Olson)
 - a. September was not a great month
 - b. We are ahead of budget
 - c. Investment fund did not have a great month
 - d. Nothing to be concerned about.
 - e. Dianne added attendance has increased a little and getting word out about collection boxes.
 - f. Jen asked if we could have people standing with collections.
 - g. Dianne replied, we have a return and two collection boxes on the side entrances.
 - h. Angie said we have a good PushPay population.
 - i. Council talked about options and challenges for in service giving.

	<u>August 2021</u>	<u>Year-to-date</u>
Contributions	124,324	1,438,596
Expenses	134,910	1,088,719
Net	(10,586)	349,877
Attendance		

- 4. Executive Director of Operations Report (Dianne Johnson)
 - a. Report sent out.
 - b. Beginning to put together the 2022 budget, growth and dream opportunities, upping the technology and online presence.
 - c. Brian asked, are there benchmarks on Vanderbloemen like a percentage of Budget dollars for technology. As we think about the huge shift with the population online more.

- d. Dianne replied, they don't provide a benchmark, its more about staffing, if you are looking at that it would be easy to breakdown
- e. Health insurance did not increase. Dental coverage will remain the same.
- f. See appendix C for detailed report.

5. Staff Report Review

- a. See appendix D for detailed report.

Future Topics

November	Finance Policy review
December	Covent review staff and council

Summary of Meeting Action Items

- a. Looking at various ways of giving.
- b. Discussed some thank you notes:
 - i. Garden ministry team leads: Annette Sherrill, Karen O'Laughlin and Marge Klein
 - ii. God Gals Leads: Annette Sherrill and Dawn Swenson.
 - iii. Befriender Lead: Rose Swenson

Todd shared concerns that he has heard from several people that we are sending mixed messages. We cancelled the fall festival, but we want people to come to worship and Kids have to wear masks.

Pastor Jon responded we are following the district rules for kids. Logistically keeping safe, games and eating in a large group is challenging. We are having a hard time getting volunteers for services.

Todd added the other thing I talked with someone is are they doing church live without masks. Can we talk about communicating better that we are open and all are welcome.

Meeting Adjourned

Jim moved to adjourn the meeting.

Brian seconded the motion.

Motion passed (CC.21.10.37)

The meeting was adjourned at 8:17 **p.m.**

Closing Prayer – Pastor Scott

Appendix A: The Report of Pastor Jon Larson
Report as of October 19th, 2021

Pastor Jon Larson

Leadership:

- On October 17, 2021, King of Kings celebrated its 40th anniversary as a congregation. Pastor Ralph was excited about being asked to share his insight into the history of the church. I was able to reach out to a few of our charter members and gained valuable insight from them for the timeline and prayers. It was wonderful to hear stories about the celebrations, challenges and milestones.

Stewardship:

- All content for this year's Stewardship Generosity Campaign has been filmed and is currently being edited. We had to make an unexpected pivot with our stewardship campaign due to a major revamp and overall content of the video. Instead of having one video, the plan is to show 5 shorter video segments over the course of 5 weekends. Along with the video are weekly midweek teasers that highlight the story for the weekend. A big thank you to Jane for creating the graphics for the campaign and for putting together the brochure. Thank you also to Dianne for gathering numbers that are to be highlighted. Due to the cadence the ingathering will take place on December 12.

Worship:

- I had the opportunity to revamp this year's Confirmation Service. A major adjustment was that we wanted to be intentional about including Paula in this Faith Milestone as she has faithfully walked with these students from PreK-5th grade.
- Due to the challenge of not having congregation members come forward to light candles during the All Saints remembrance we had to adjust the invitation and announcement slightly. Changes have been sent out to Pastor Scott and Christ Vorrie.
- Continue to work on weekend descriptions for our upcoming Advent / Christmas sermons series and prayers and reflections for your Advent Wreath lighting.
- Continue to work on our Women of the Bible sermon series.
- Lent we are poised to finish up the Gospel of Mark as Mark takes his time depicting the events of Holy Week.

General:

- Presided over a vow renewal on 10/9.
- The video to be used in lieu of Baptism class has been completed and will be posted online.

Appendix B: The Report of Intentional Interim Pastor's Pastor Scott Jakel
Report as of October 19, 2021

Pastor Scott Jakel - Continuing to meet directly with Pr Jon and my (now 3) direct reports (Paula, Michael, and Andrea) to elevate and support staff performance. Now that Sue's gone, there's plenty to manage in absorbing her workload - supporting volunteers serving in these ministry areas. Sue and I met quite regularly during the time of her 2 ½ weeks notice - to prepare for this change as best as we can. The transition is going as well as can be expected. I'm starting to meet face to face with several of the team leaders for the various ministries.

Continuing our staffing team-work as I've been leading staff time on Tuesdays. I enjoy facilitating these meetings and it's one less thing that Pr. Jon can have off his plate. Staff discussion on The Art of Better Reaching Video/Book resource is helpful. We're working on cultivating collaborative relationships. We're nearing the end of this resource - it's been helpful to consider and take action on items in specific areas of ministry.

Enjoying sermon prep/preaching/doing children's messages/presiding at worship/doing announcements. Continuing to reach out on the telephone and in emails for our congregational care. Lots of contacts being made - people are appreciative of these connections.

Continuing to meet with the executive team to move forward with recommendations from Vanderbloemen in looking at future King of Kings ministry. With deadlines approaching, this work is very important and somewhat intense. I'm thankful for the guidance of the Spirit!!

Appendix C: Report of Executive Director of Operations, Dianne Johnson
Report as of October 19, 2021

Church Council Report October 19, 2021

Finance:

All required recommendations from AMTrust Insurance Company have been completed and approved.

We took a drop in our annual revenue prediction. September proved to be financially short on the revenue budget by \$15,000.

Assist with Pastor Jon and Jane on stewardship campaign.

Training with Jane on the new website development process.

Renegotiated contract with Comcast on our internet and phone services.

Beginning to start the process of the 2022 budget; dental insurance costs remained the same as 2021 and health insurance costs negotiated to .06% increase with only an increase deductible on Tier 2 prescriptions from \$70 to \$75.

Currently working through a couple of stock transaction donations.

Facility:

Additional information was required from Brotherhood Mutual in regard to our roof claim, that information was completed today and will be submitted back to the field representative. We should have a report within the next couple weeks on this claim.

Completion of both Eagle Scout projects.

Working with the Garden Ministry on solutions for Christmas exterior decor.

Columbarium niche sales (3) and oversight of niche cover engravings.

Personnel:

Continued work with the Executive Team on the organization structure, researching and working on job descriptions.

Completed and presented Sue Oberg's final paperwork upon her resignation.

Appendix D: King of King Staff Reports
Report as of October 19, 2021

Jane Halbert

Marketing

- Created the Winter Quarterly Newsletter and got it off to press
- Creating all the Stewardship graphics, slides, etc. and am designing/building the booklet
- Designed/built the Dec. ad for Woodbury Magazine
- working on budget for 2022
- will be building and printing the Advent Devotional
- ongoing work with staff and their needs / creating-posting-responding to social media content / tracking attendance from all points

Website & App

- Working with Gemini on our new website; have decided on direction of design, as well as the updated sitemap
- Updated multiple items on the website and am adding all of the newsletter content before the site transfers.
- creating multiple registrations and associated pages; ongoing updates to both platforms; working ahead
- continue to work with Brandography until transfer of site

Evangelism:

- Did not meet in person in October as the entire team was out of town on that date...did everything via email.

Chris Vorrie

- Had a successful resuming of live concerts at church last weekend (October 10th) with the return of the Encore Wind Ensemble. Was pleasantly surprised to have the concert well attended. We've had a few other scheduled groups put their performances on hold, so our next performance will be the Saint Paul Civic Symphony in March.
- Working on details for upcoming services including Confirmation and All Saints. Spending time with some of our younger, student members on providing music for the upcoming Confirmation services
- Making continued progress on adding the "stage" monitor. This will be a 65-75 inch TV that will sit next to the pastor as they preach that will show what is on the bigger screens. This will eliminate the need for PIP on the livestream and is a common tactic with larger, streaming churches. All of the cables have been run by Bert Manor and Ryan Sieler is assisting in making the connections from the booth to the front of the sanctuary to the TV. Should be a nice enhancement for sermons as it also allows the pastor to more directly reference specific points on the screen.
- Gearing up for upcoming Advent/Christmas season as we start pulling details and music together for the Lessons & Carols service and Christmas Eve.

Michael Carmack

Elizabeth Hendrickson

- I'm working on plans for donation collection in November. We will be collecting warm clothes for Community Thread and baking supplies for Christian Cupboard Emergency Food Shelf.
- Prepared benevolence budget, plus supplemental materials to reflect full giving report and reasons for choosing new partners.
- Brainstorming ways to highlight all of our mission partners in new ways throughout the year.

Paula Arland

- 25 3rd and 4th graders received their Spark Bibles the beginning of October and learned how to use their Bible at the workshop either in-person or on-demand.
- There are 4-12 children joining the Virtual drop-in Kids of the Kingdom class each week. Families are grateful to have the Zoom class for when they are not able to be in-person.
- 5th Grade classes are really digging into their "new" Be Bold curriculum and tackling questions they may be struggling with. This past weekend they had a Jeopardy Trivia class which was a big hit.
- PreK classes are adapting well to their new non-leaflet curriculum. I pull together components from various resources for them to do in class that is more active. This weekend, they made Naaman being rinsed in the river craft.
- Grateful for the many volunteers and parents who have stepped up to help sub or stepped in to teach when scheduled teacher(s) have had to quarantine at home. So far, we have had at least 1 volunteer each weekend that has had to quarantine due to exposure.
- Thank you to Elizabeth for initiating a staff coffee break on Tuesday afternoons. It is very appreciated to just visit with staff for a short time each week.

Andrea Villanueva

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