

King of Kings Lutheran Church
Church Council Minutes
May 17, 2022

Attendance

Members in Person

Molly Schultz, President
Brian Gager, Vice President
Jason Livingston, Vice President
Jen McKinnon, Vice President
Rebecca Kurtz Schwanke, Member at Large
Pastor Jon Larson, Lead Pastor
Angie Olson, Treasurer
Dianne Johnson, Executive Director of Operations
Jim Docken, Finance
Tami Olson, Secretary

Members Excused or remote

Todd Dexheimer, Member at Large

Guest Present none

The meeting was called to order at **7:02 p.m.** by Molly Schultz, presiding.

Opening Prayer – Pastor Jon

Approval of Agenda

Tami moved to accept the agenda.
Jim seconded the motion.

Motion passed (CC.22.05.16)

Approval of Prior months Meeting Minutes

Jen moved to accept the minutes of the last regular meeting.
Brian seconded the motion.

Motion passed (CC.22.05.17)

Celebrate Our Culture

1. Welcome/Introduction to new Council Members and Thank You to Molly!

Everyone did introductions and gave their years at KOK and role.

2. When you think of Spring, what's your favorite thing about eating Quesadillas?

Everyone shared their thoughts about quesadillas.

Old Business

1. Investment portfolio/Role of council (Tabled)

New Business**1. Vote for 2022/2023 Executive Team Council President**

- a. Jason said we met as an executive council to propose roles for the Executive Team, we recommend Jen McKinnon as Council President. Pastor Jon and Dianne support this decision.
 - i. Jason Livingston made a motion to nominate Jen McKinnon as Council President.
 - ii. Brian Seconded nomination.

Motion passed (CC.22.05.18)**2022 Strategic Focus Area Updates & Goal Statements**

- 1. Worship Production, Jason said no updates, as we ID candidates, Jason should be able to help out.
 - a. Molly said we discussed having a 3rd party to help out.
 - b. Pastor Jon and Dianne are working on the details for this Worship position and the possibility of this being part of an Associate Pastor job responsibilities.
 - c. Jake Pickett has accepted the position of Technical Coordinator overseeing the audio/visual ministry area.
 - d. Jason asked regarding contemporary worship lead, do we have any candidates?
 - e. Dianne said that Sam Johnson has volunteered his services. Sam and Jake Pickett have connected to create a smooth transition.

2. Facilities Committee – Jen, Todd

- a. Jen McKinnon explained the role of the Facility Team and worked alongside Jill Hartwig, a member and professional designer to arrive at a plan for long term facility updates. The carpeting and paint updates were placed as a priority. We may need to revisit if we don't have exact numbers from contractors. Looking at carpet for the whole building except MPR. The painter broke down everything so we can choose and limit certain areas such as having KOK maintenance staff do the classroom painting.
 - b. After looking at many paint samples, Shitake from Sherman Williams was selected as a great chameleon color. trying to go more natural and stay away from gray tones trying to provide a uniform color throughout the building. The youth room may be up to Michael.
 - c. Brian asked if they are going to do door frames? Jen will follow up with painters.
 - d. The bid total is \$32,565 for the whole building. Does not include cost of lift. 40,690 is increased price.
 - e. Hold off on painting MPR. Dianne said to remove offices for now. Talk to Michael about the youth room. Pastor Jon suggested a conversation with Jill and Michael, what is the color pallet in that room. vestibules? Jen will re-check the bid.
 - f. Picked the paint and carpet. Jen also discussed the possibility of hanging pendant lights over the counter in the Holy Grounds Cafe.
- 3. Strategic Update on Leadership fulfillment (search/call process)
 - a. Assign Key Driver

- i. Molly assigning a key driver for pastoral/leadership search and asked if Brian would be interested? This driver would keep the congregation updated on the process. It would be helpful to have council representation.
 - ii. Jason asked what meeting we have to define strategic strategy. Brian asked what this is for - the open position fulfillment. Brian said I would love to help where I can. Per the constitution call committee, we do need one representative from the church council.
 - iii. Brian said my time is very limited due to work schedule. Can we have someone on council who can work in tandem with another council member?
 - iv. Jason said I would just put it out there - is there anything you feel strongly about Rebecca? Rebecca said I am not sure what opportunities are, I am happy to step in where needed. Let me know what you need.
 - v. Jen -added some of our key initiatives are org charts, and key hires. How do we structure the staff? The hiring is the key item. Worship and facility are our core items. We need the foundations set and strong. Rebecca Kurtz said I would be happy to help - I have some flexibility during the day.
 - vi. Jason asked if there was anything we needed to bring up. Dianne said stewardship, right now the lack of engagement is reflected in the giving.
 - vii. Jen asked about passing the plate,
 - viii. Molly pencils in Brian Gager as a key person.
- b. Ministry Site Profile?

Reports

1. Lead Pastor's Report (Jon Larson)
 - a. Submitted my report
 - b. Meeting tomorrow with the Bishop.
 - c. See appendix A for detailed report.
2. Finance and Treasurer's Report
 - a. Finance did not meet this month.
 - b. April was a bit of a disappointment, behind in giving by 73,000.
 - c. Investment is down \$71,000.
 - d. Compared to last April we went the wrong way twice, due to investment fund and giving.
 - e. Year end projections for giving are way behind.
 - f. Cash balance is down a little in April.
 - g. Brian had a couple questions/comments:
 - i. Angie, when we put the budget in for giving, it's up and down based on last year. March to March April to April. Because of children's budget has cash. In regard to expenses, I think we can divide by 12.
 - ii. Angie said we did do some investment in dividend stocks. We have taken some steps to mitigate losses.
3. Executive Director Report (Dianne Johnson)
 - a. Interviews, a lot of time vetting applicants, doing phone interviews.
 - b. In April we had a great attendance for Easter, but the offering was not reflected.
 - i. Brian asked quick question Dianne, what is the number of the attendees, about half. Offering is down 40 percent as to attendance.

- c. Parking lot is in very bad shape. Have one quote in.
- d. The landscaping is in process.
- e. We sold another 3 more niches. We are at 50 percent sold.
- f. Jim Lindstrom said our organ needs to be replaced; this is one of the projects that will need to be discussed as an outside giving fundraiser possibility.
- g. Rebecca asked if we have a long-term plan for the project.
 - i. Dianne said HVAC replacement.
- h. Jason added maybe a couple years ago we just formed the facility committee to start planning, then COVID blew it all up we have been stuck, In the future long-term expenses will be part of the planning.
- i. Jason said- the day-to-day stuff is normal operating expenses.
- j. Rebecca said - I am looking at the whole revenue and expense 5-10 year. Dianne - no, a lot of things were solidifying the org chart and then prioritizing hiring. Rebecca added - having the roadmap of where we want to be. Dianne said you make a great point, right now we are playing catch-up.
- k. Brian to Rebecca's point - can we add an agenda item, a capital budget process, can we make a 5-year process.
- l. Jason said I would like to pull in something, stewardship and donations. I really like someone owning that. If we are going to raise money for an organ - what are we going to do to raise money. Is there other things from a stewardship perspective?
- m. Brian the last two years has been crazy.
- n. Jen added I think we need to pass plate and maybe as a council we need to brainstorm.
- o. Jason, I think this will tie into stewardship and bringing in a team to help.
- p. Brian said maybe each committee can talk to the congregation about topics.
- q. We should plan a staff and council meeting. One note: if you are going to ask a staff member to do or plan something, be willing to help.
- r. Jason suggested we pick a weekend and do a Meet the Council Sunday for engagement and visuals to the congregation.
- s. Dianne Johnson suggested maybe a town hall meeting to keep people informed and an opportunity to ask questions.
- t. See appendix B for detailed report.

4. Staff Report Review

- a. Garage and plant sale went well.
- b. See appendix C for detailed report.

Future Topics

Next Month	Investment portfolio/Role of council
2 MONTHS OUT	

Summary of Meeting Action Items

- a. After meeting with the bishop - connect with Brian.
- b. Pastor Jon to declare housing at next meeting,
- c. Jen to check in with Jill Hartwig on building updates/estimates.

Meeting Adjourned

Brian moved to adjourn the meeting.
 Jen seconded the motion.

Motion passed (CC.22.03.19)

The meeting was adjourned at 9:05 p.m.

Closing Prayer – Jen

Appendix A: The Report of Lead Pastor Jon Larson**Church Council Staff Reports****May 17, 2022****Leadership:**

- Dianne Johnson and I will be meeting with Bishop Patricia Lull and Rolf Lowenberg-DeBoer Assistant to the Bishop for Lay Leadership and Equity Initiatives to discuss King of King's Call/Search Process as it relates to Pastoral and additional Ministry Support. This conversation will also include the need for Interim Ministry Support.

Stewardship:

- While it is slow-going at the moment due to other demands on my time, I continue to write personal connection notes to thank congregation members for supporting the ministry of their church home.

Worship:

- While things were set for Maundy Thursday, Good Friday and Easter I was unable to be present due to illness. A big thank you to the staff at King of Kings for filling in for me and a word of gratitude to Pastor Mike Carlson from Saint Andrews and his team for providing preaching support as well.
- Beginning the month of June we will be transitioning to celebrating Communion on the 1st and 4th Sundays of the month. This does get us back to our traditional practice of having people come forward to receive Communion. We continue to be dependent on volunteer support to make this possible. This will allow us to incorporate additional worship components on the 2nd and 3rd weekends of the month while retaining liturgical components.
- I will be working with Jim Lindstrom (Traditional) and Sam Johnson (Contemporary) to put together service outlines. These worship outlines will be handed off to Kathy Becker who puts the bulletin together. As a part of this process I will seek to communicate with Worship Coordinators regarding worship components.
- May saw Baptismal services back in worship on May 1 and May 8.
- Baccalaureate services were held on May 15 with a farewell for Chris Vorrie.
- Choir weekend will be held on May 22. A special thank you to Jim Lindstrom, our choirs and ensembles for a wonderful year of music.
- I am in the process of revamping the worship planning pages in order to foster better communication among team members as it relates to worship.
- We are beginning to see an impact of not passing the baskets in worship during offering. We will try to build a strategy to bring this back in a fun, unique and exciting way.
- I am in the process of working on our upcoming sermon series which will begin in July.

General:

- I will be leading worship at Stonecrest on May 22.
- As wedding season approaches I have been meeting with couples to discuss rehearsal and ceremony details. Many of our weddings are at offsite venues.

Care

- I continue to make visits, care/surgery calls and follow-up. It will be nice to get additional staffing support to help in this specific area due to the importance of congregational care and connection. A big thank you to Tami Olson and Rose Swenson and their leadership of the Congregation Care Team.

Nominating Committee

- Did not meet – September Timeline

Evangelism

- Did not meet – Anticipating hire of Marketing Position.

Appendix B: Report of Executive Director of Operations, Dianne Johnson

Church Council Report May 17th, 2022

Finance:

Our giving is significantly down- \$72,000 through April. We need to get back to passing the offering plate, yet we are struggling to find usher volunteers for services. Easter attendance had over 1600 worshipers for the 3 services yet our offering was not reflective of this number.

7:30	139
9:00	927
10:30	592

Lower expenses have helped us remain in the black and we have reallocated some holdings within our investment fund to minimize losses.

Facility:

Getting quotes on surfacing the parking lot as it really is in bad shape.

Roof inspection will be on Wednesday, May 25th.

One water heater will need to be replaced and are getting quotes.

Jeff Menard will be working on the landscaping above the new retaining wall and getting this cleaned up and sustainable.

We are currently at 50% (50 sold) capacity in our Columbarium.

On the horizon is the need to replace our organ; Jim Lindstrom is acquiring proposals and how best to prepare the congregation for this ask- fundraising, special donation, etc. Initial costs for replacing is \$200,000-\$225,000 and the potential cost of moving the speakers to provide the best coverage.

Personnel:

With the resignation of Chris, we have two leadership positions open.

I have had 28 applicants apply for the Director of Marketing position in this first round (I paused the posting as we worked through the 3 applicants moving forward with interviews). We did make an offer to one of the applicants, yet he decided to take a position with Mayo Clinic.

I reopened the posting and have set up 2 interviews for Friday, May 20th.

I just received an application from someone who has been attending King of Kings for the past 5 years. Her children are involved in programming, and she has reached out to become members.

I will reach out to schedule an interview, yet it may be after Memorial Day.

Thank you to those that can help with the interviews.

Pastor Jon and I will button up the job description per the new organizational chart for Chris's position as there will be different areas of responsibility. In the meantime, we have Sam Johnson agreeing to lead the 10:45 service, Jake Pickett in a new role of Worship Arts Technical Coordinator. Jake will be ensuring that all aspects of the technical booth are scheduled and trained. Jake had worked closely with Chris in this behind-the-scenes position.

Kristina Bornholtz will be handling all of the digital social marketing sites for us during this interim period including Facebook, Instagram, Twitter, and Snapchat. She is also helping to redesign the email newsletter into a more current and easier to read style. Kristina is Laurel's daughter and is living in NY and her education and work experience is in this field and we are blessed with her assistance.

A special call out of thanks to Laurel, Michael and Paula for the work into the 2 fundraising projects for our students. The garage sale was a huge success bringing in over \$6900 and the Gertens sale- figures to be tabulated soon.

Appendix C: Church Council Staff Reports

Laurel Bornholtz

- Fundraising is completed to support students registered for Wapo or Serve Camp. 16 students participated in the Gerten's plant sale. Proceeds from 37 or 68 orders placed will support CSF continuing ed and future trip chaperone expenses. We will receive a check from Gerten's in early June.
- 19 students worked in the garage sale. Donations were overwhelming, but through the generous gift of time from many volunteers everything was sorted. A number of our retired members answered our special ask for help and worked tirelessly. We are blessed! We will make appropriate changes to our process for our 2023 sale, including parameters for types of items/age of items, donations from King of Kings members only, etc. See Michael's report for final numbers.
- Our adult education ministry groups are wrapping up their final studies for the year. God's GALS will meet two times in June for a book study led by Jo Bowman. There is a lot of energy looking ahead to fall and continuing to grow in God's word and the teachings of Jesus.
- I'm currently working on a position description for a part-time Early Childhood Coordinator (birth/baptism-preschool). This is a significant growth opportunity for our CSF ministry and intentionality of building relationships with young families - as well as an excellent partnership to support RSG.

Michael Carmack

- Garage sale and gertens have all wrapped up! We brought in almost 7,000 from the garage sale that will go directly to help support students headed to camp's this summer. We are also partnering with the Epilepsy foundation and they will purchase all of our 'soft goods' - clothes, shoes, belts, scarves, etc. so we will be able to earn even more money to more family's get to camp
- Baccalaureate weekend - this past Sunday we took a minute to celebrate our graduating seniors! We had about 30 students (out of 50) attend worship as we celebrated them as a community - it was great to gather them together again!
- Confirmation programming wrapped up for the year and it was a great year! We have a fantastic group of students who are going to do some pretty amazing things! We also had a fantastic group of volunteers to lead all of our small groups!
- ServeCamp planning continues to come together - we have 30+ students signed up for this camp! It's going to be great!
- Our high schoolers have decided that they want to continue meeting over the summer, so we will continue to gather over the summer on Wednesdays and is open to all 8th - 12th graders.

Paula Arland

- Gertens Spring Flower and Plant Card Sale was a huge success for our families raising money for Camp Wapo, Ox Lake, Boundary Waters and Serve Camp. Grateful for the opportunity to help defray some of the cost of sending kids to camp. Appreciated the Gardening team for their help with the pick-up on Friday. It was a very quick turn around and they were a delight to work with.
- Kids of the Kingdom wrapped up with the last day of classes for the year on Sunday. Many classrooms had celebrations. Turning to 2022-23 year and starting to recruit volunteers and continue to encourage families to register during Early Bird registration.
- Looking forward to Megan Rands to start next week as a Children's Ministry summer intern.
- VBS continues to come along. Still needing a few station leaders but I may have filled all the open student leader spots. Starting to focus on the details of the camp now with supplies and decorating.
- American Girls Camp is in the final stages of planning. The planning team has once again created a great week of learning and growth for our participants.
- Student Leadership Training is on Wednesday. This is geared for our middle and high school students who have volunteered to work either American Girls Camp or VBS.

Elizabeth Hendrickson

- I held 2 virtual mission trips about how Easter is celebrated around the world
- I am working on preparation for a packing event of Lutheran World Relief Personal Care Kits. The packing event will be on May 22, before and after worship.
- I'm beginning plans with the Mission Events Team for 2 summer events – the Summer Sock Hop and the School Supplies Collection. We will be asking for volunteers from the congregation to help in the planning of these events.

Andrea Villanueava

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