

King of Kings Lutheran Church Church Council Minutes

May 16, 2023

Attendance

Members in Person

Jen McKinnon, President
Jason Livingston, Vice President
Todd Dexheimer, Member at Large
Rebecca Kurtz Schwanke, Member at Large
Kevin Schwartz, Finance
Dianne Johnson, Executive Director
Pastor Jon Larson, Lead Pastor
Angie Olson, Treasure
Tami Olson, Secretary

Members Excused

Brian Gager, Vice President

Guest Present **Tricia Dege**

The meeting was called to order at 6:33pm by Jen McKinnon presiding.

Opening Prayer – Pastor Jon

Approval of Agenda – Jen (with updates for Call Committee update from Tricia Dege)

Jen moved to accept the agenda.

Jason seconded the motion.

Motion passed (CC.23.05.17)

Approval of Prior months Meeting Minutes

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

Jen seconded the motion.

Motion passed (CC.23.05.18)

Guest Presentation: Tricia Dege

Tricia Dege gave a call committee update to the Church Council:

Trisha covered the make-up of the call committee and the process going through the synod along with the screening and interview process. Total Committee 7-8 hours, plus several hours with Pastor Jon, many ad hoc conversations

Interview Highlights:

- Energetic and engaging, filled with holy spirit – WE LOVE THAT!
- Exceptional fit for congregation
- Competent in the skills to do the “job”, further enhanced by special skills that may be quite useful

Tricia Dege said: We unanimously recommend Pastor Amelia Houdek and welcome your endorsement and feedback.

Jason asked Dianne what are the next steps? Dianne replied: We do a meet and greet, ask questions. Official vote date and start the process.

Jen said that Pastor Amelia is very engaging, needs to be the right fit. I think there is excitement for a female pastor. I thought she was good, and the committee did a good job on follow-up questions.

Rebecca made a motion to move forward with Pastor Amelie as Associate Pastor and bring to congregations for a vote.

Jen seconded the motion.

Motion passed (CC.23.05.19)

Business to Discuss

1. Welcome to Kevin and Thank you to Jason and Todd

- a** Jen welcomed Kevin and thanked Jason and Todd for re-upping their council positions.
- b** Jason said at the officers meeting, we go and vote on the executive team.
- c** Jason, Brian and Jen would be eligible for Council President, per Dianne.
- d** Jason said they discussed having Jen continue in this role.

Jason made a motion to approve Jen McKinnon as Council President

Tami seconded the motion.

Motion passed (CC.23.05.20)

2. Discussion / Vote on recommending a call to Pastor Amelia – Tricia Dege

- a** Vote passed – see above.

3. Approve the 2023-2024 Council Calendar

- a** Approval of council calendar
- b** Rebecca said generally that works, maybe one or two does not work.
- c** Jen said we talked about getting a monthly calendar for the staff, Pastor Jon has on his radar.

4. Plans for Organ replacement – committee.

- a.** Jen asked if anyone would like to be on the committee, Rebecca said she would. Dianne said there might be others in the congregation that might be interested in the decision meeting, need to cap it, work with Jim to see if there is a few already.
- b.** Key people, there is a young organist that may be good. Could put it bulletin.
- c.** Kevin asked how the organ would be paid for. A campaign or budget. Jen said the committee would come up with a recommendation on how to fund the organ.
- d.** Jason added that the change to the organ might be bigger than just the organ, it may take facility change.
- e.** Rebecca would say we need to get the committee to review before getting more people involved.

5. Staff Partner / Connection

- a.** Jen said something nice to do, each council would make a staff connection, something you might. Dianne, how would we want to meet with staff. Let the staff drive based on their schedule, a voice to represent you at council meetings. Is there a department or area on who the best contact person would be.

- b. Jason thought Jake, Sam or Dan Green (Dianne Worship, contemporary connection) with Rebecca's working with Jim, I think Rebecca would be a great support for Jim.
- c. Dianne said Jason would be more technological. Jason said probably primarily Jake.
- d. Jen asked Todd and Kevin if they had any thoughts.
- e. Jason asked who does the volunteer stuff, Dianne worship coordinators, Dianne said I would like support on facilities.
- f. Kevin said maybe RSG. Jason talked about bridging the gap from those going to pre-school to going to church. Pastor Jon said about 75 percent getting connected to church. Kevin to work with Andrea.
- g. Jen to follow-up with Brian.
- h. Jen said my kids are moving to middle school and adult learning.
- i. Dianne recommends that Brian Gager reach out to Paula.
- j. Jen asked would you like to talk to the staff first.
- k. Dianne will send out email to staff.

Upcoming Events and Meetings

- Pastor Jon's email on the 21, student engagement, if you have led or participated in teachers/mentors would like you to stand up.
- Pastor Jon said getting camp heavy, nothing for council at this time.
- Jen said moving ahead, 2nd Tues of each month for Executive Council meetings.

2022 Strategic Focus Areas / Updates as needed.

2. Worship Production – Jason
 - a. Jason said we need new projectors.
 - b. Pastor Jon added also need new TVs.
3. Facilities Committee – Jen, Todd, Jim
 - a. Jen said Jill is working on bids for cohesive signage around the building.
 - b. Dianne also added a bid for painting of the MPR from Greg Tietz.
 - c. Also talking about getting bids on replacing chandeliers in MPR and moving electric window shades to get more light in there.
 - d. Talking about reducing the size of the stage.
 - e. Looking at the Café and getting bids for table and chairs, bar high tables and chairs.
 - f. Jason added, I would like to add one item, Pastor Jon are you still interested in making stage bigger in the sanctuary, I am not the only person, I need to get input, how do we get input on creating a more intimate space, need to figure out how things will work with Jesus Jammers and communion.
 - g. Todd said no updates on Garage, need to get permits, I need to come over and measure setbacks and get to city. I don't want to hire a surveyor, maybe I should call the inspector and let them know what we are planning. We will be well beyond the setbacks. We are going to be closer to the road than the church building, may cause some problems,
 - h. Rebecca asked if we have cost or is this in the budget.
 - i. Todd said the thought is to build within the congregation. Materials \$9,000, Electrical \$2,000, concrete \$7,000. Estimating around 16,000-20,000. We can design the trusses to have storage on-top, maybe a steeper roof.
 - j. Jen asked what will you have by next meeting?
 - k. Pastor Jon suggested maybe a pause on project.

- l. Todd said the next two weeks are busy, Dianne suggested we can do a build it in the fall and celebrate, Late August or September might be a good time.
- m. Todd said I want to keep it moving, busy at work at this time, Todd needed to leave to go get his son.
- 4. Leadership fulfillment (search/call process) – Brian
 - a. Update from Trisha Dege earlier, Brian excused from meeting.
- 5. Stewardship / Offering / Donor Engagement – Jason (2023 Goal)
 - a. Looking at longer-term donor engagement.
- 6. Long Term Strategic Plan – Rebecca

STAFF REPORTS

- 1. Reports Lead Pastor's Report (Jon Larson)
 - a. See report for updates.
- 1. Finance and Treasurer's Report
 - a. Money in the door is good, we are currently ahead of budget.
 - b. Our year-to-date budget is over budget.
 - c. Money out the door is high due to our total operating expenses.
 - d. We have given \$30,000 to benevolence.
 - e. The month of April we are ahead, another good result.
 - f. Cash flow page, there are things that go in and out of reserve fund and mostly is principal payment on mortgage. For the month of April for our usage of cash, we have \$18,000 left over. 1.8M is our Cash balance. (Excludes RSG and Café)
 - g. We are doing better in April than last year.
 - h. Angie talked about looking at 9 years of history to provide us with what we think the flow of cash will be.
 - i. Rebecca asked Angie to explain the multiplier. Angie said it's an average.as you get closer to the end of the year there are less unknowns.
 - j. Jen replied is there something to note that will help us with decisions. If there is information that comes out of the finance meetings, please share.
 - k. Kevin asked, do you want to see what the bonds are doing.
 - l. Jen replied, no, more how can we use the funds.
 - m. Kevin said the other big piece coming out is the investment policy statement that needs to be reviewed annually, we are going to review at the next finance meeting and needs to bring to the next council meeting.
 - n. Rebecca requested to get the information before the meeting to review.
 - o. Dianne suggested looking at it during the July meeting.
 - p. Jen said if there is something to add to the agenda, please let her know.
 - q. Jason asked about old business, questions on refurbishing of the bells, Dianne said no updates, Jim needs to prioritize. If you go into the music room, we need a music filling system.
 - r. Dianne added my priority is the organ and where we go.
 - s. Jason said the 2nd is the bylaws, Dianne said there are updates, need to look at them. I will try to get team members to help review. I won't get this until fall.
 - t. See Report for details.

2023	April	Year-to-date
Contributions	192,106	704,766
Expenses	146,651	650,103
Net	45,455	54,663

2. Executive Director of Operations Report (Dianne Johnson)
 - a. Would like to have the council approve the parking lot. I went to the insurance company, we have a \$5,000 deductible, we have the funds for maintenance and repairs, I would like to have council approve for two areas.
 - b. Jason added one additional area on the exit on Radio, we need to work with the county.
 - c. Angie said where the drain is, Is there anything we can do?
 - d. Dianne replied that the drain is fine, but everything around it is down to the sand.

Jason made a motion to approve the proposal to re-pave the parking lot in two areas for \$6500.

Jen seconded the motion.

Motion passed (CC.23.05.21)

Staff Report Review notes

- a. See appendix C for detailed report.

Items on the “to do” list – add an approximate time frame for discussion?

1. The church will be reviewing the role of Church Council as it relates to the Role of the Exec Team
2. Review King of Kings Constitution and By Laws – waiting on updates from ELCA (Fall 2023)
3. Ready Set Grow
4. King of Kings gear / swag (Dan Green)
5. Connection Strategy
6. Benevolence

Jen asked Kevin to give his background.

Kevin gave the council an overview of his work and family.

Meeting Adjourned

Jen moved to adjourn the meeting.

Jason seconded the motion.

Motion passed (CC.23.05.22)

The meeting adjourned at 8:10 pm.

Closing Prayer – Pastor Jon

Appendix A: The Report of Pastor Jon Larson**Church Council Staff Reports – May 2023****Pastor Jon****Leadership:**

- I am in the process of developing an agenda to help focus and leverage staff time more effectively. The goal is to foster better communication and connection and enable us to live into our E4 strategy across ministry lines as an overall congregational objective.
- I am also looking for a digital platform to assist with this process in terms of communication and accountability. While we have tried to leverage the Google Planning Sheets for communication and planning purposes, this has proven to be ineffective.
- Key features to include: Team Calendar/Planner (Items with toll gates and deadlines), Document Management/Resource Sharing, Task Breakdown/Management (for assigning, tracking and prioritizing tasks). It would also be nice if it had a dashboard/report system – a snapshot of where are we sitting. Please pass along ideas.

Stewardship:

- I am excited to review our previous campaign, identify next steps and additional congregational connection points for 2023. This project is pending due to general ministry demands yet needs to get a framework around it by early June for the start of our fall campaign.
- Seeking to leverage worship opportunities to uplift/highlight the impact of our gifts.
- Staff will be discussing/providing insight for possible stewardship ideas during our June 4 meeting. Why give? What is your philosophy on giving? What would prompt you to give?

Worship:

- Worship plans are set for the remainder of summer with the exception of a few weekends in August as we transition from our study of the Gospel of Luke to our theme for the this year that will focus on the first component of our E4 Strategy – Encouragement
- I am in the process of updating Worship Planning sheets that are used to communicate with church staff and I continue to provide worship notes for our coordinators. Thank you to Jake for plugging in upcoming texts and general themes.
- Baptism schedule has been finalized for the remainder of 2023 into 2024.
- Baccalaureate service has been re-written and updated and moves students through several key milestone events.
- In recognition of Memorial Day we will be having a display entitled “The Missing Soldier Table.” Each of the elements on the table speaks to the loss of those who have given their lives in service to our country as well as honoring their families.

General:

- I officiated a funeral service on Friday, March 30, April 27th with a family committal on May 28th as well as an interment on Saturday, May 10 at the King of King’s Columbarium. I officiated an onsite wedding on April 29 and an offsite wedding in Welch MN on May 13. I had the privilege of Baptizing 6 children on May 14.
- I have had the opportunity to write 5 of the 6 sessions for the Stretching with Scripture class that has been held on Wednesday evenings. These reflections are based on a passage of scripture and broken into 6 reflective segments with prayer, words of challenge and encouragement.
- I had an opportunity to take part in the 3rd round interview process and meet with potential candidates.

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

Church Council Staff Reports – May 2023

Dianne Johnson**Finance:**

Working with the Finance Committee on the best placement of some of the funds we have at Associated Bank in their money market to receive a better return. In the meantime, had a meeting with the VP at Associated and they will up our interest rate to 4% immediately.

Update provided in the bulletin this past Sunday (thank you to Pastor Jon for the wording!)

Attendance and Giving Update:

Giving is a form of worship and our giving is the response of our hearts to the blessings that God has entrusted to us.

Each month we have specific financial goals that may ebb and flow due to the seasonality of ministry or as the result of an unexpected change that may impact someone's ability to give.

The numbers below give a brief snapshot of the church's ability to respond to ministry needs. Please note that when we have been blessed by meeting or exceeding our goals for a period, it does not mean that we should hold back our giving but push forward to ensure stability in lean times. Likewise, a budget deficit does not mean that we are in dire need but view it as an opportunity to rally together.

Attendance and Giving Update:

January-April

In person worship: 11, 671

Online worshipers: 4871 households

YTD Budget (January-April)

\$622,932

YTD Actual

\$ 704,765

Many of you may be aware of the announcement by 3M to cut 1100 employees from their Maplewood headquarters, this has affected some of our members at King of Kings so please keep them and their families in your prayers. Also, this may influence donations this year.

Facilities:

Parking lot repair- I have received a couple quotes for repairing the northwest parking lot area by the pond. I have attached the best quote- cost \$6,526.50.

We received a quote from Greg Tietz to paint the MPR- updating it from the current dark green and gold to the color we have throughout the building. Cost ... \$2850.00. Greg feels he can do the job without the lift rental.

Cost of replacing the air compressor came in at \$5200... this was an unexpected cost.

Personnel:

We are excited to extend Isabelle's internship in graphic design for the church through the summer.

We also welcome Mason Abrahamson as our Children Ministry intern this summer.

I have also included in my report the compensation package template and the Saint Paul Area Synod Compensation guidelines for your review.

Appendix C: Church Council Staff Reports**Church Council Staff Reports – May 2023****Pastor Dan**

-We shared our second “Staring Point” luncheon on May 7, receiving 11 new households to complement the 12 households we received on March 5. The next gathering will be in the fall.

-We hosted the first “Drive Through Prayer” at King of Kings on May 4, receiving 18 vehicles. The assembled team of pray-ers was fantastic.

-May 13 was my last time leading our Saturday men’s ministry, although we are slated for a June 2nd golf outing. I believe the men have some solid leadership, capable of blazing forward.

-I’ll be preaching May 28, June 11 and 18— all three connected by the theme of “Finding Lost.” These Sundays will center on how the people of King of Kings can effectively share the hope of Jesus through every day marketplace encounters.

Dan Green

My current strategy on social media is keeping worshippers engaged throughout the week by using stories + sermon clips, while also carefully selecting what to post to make sure it is relevant to those in the community.

- There are 1,000 different metrics I could use for social, but for now I am focusing on the amount of impressions + reach + engagement we are getting. We aren't at a place (yet) where we are going to have explosive #'s of followers + likes, so I would rather focus on how we are engaging with our current audience then grow outward. We have a very high engagement rate compared to the industry standard, so that is encouraging.
- For the first time ever- all social media platforms are prioritizing one kind of post- vertical videos. They are also using something called "Discovery Algorithms". I'll explain what that means below.
- Discovery algorithms, or recommendation systems, suggest things to users based on their interests and past actions. They analyze user data to make personalized recommendations. These algorithms collect data, create user profiles, analyze item characteristics, and generate recommendations. These recommendations help users discover new things they might like. They are used in various industries to improve user experience and engagement.

To put it simply- when you are scrolling through videos on Facebook and Instagram, it will show you things you could be interested in, even if you don't follow those accounts.

How this impacts King of Kings:

- Now, random people who are scrolling through videos on Instagram and Facebook will come across King of Kings without us ever reaching out to them.
- This is where it's important to post clips of the sermon that connect to everyone, which you can see more of in the graph above. The congregation, those who are interested in us, and those in the community.
- With users now engaging with vertical video more than anything else, this is a really big opportunity for King of Kings to engage with a wider audience that in past years we would have to pay to reach.
- For the past few months, I have been editing and transcribing sermon clips and posting them on our pages to get this project going. There are a few that have had several thousands views. I will continue to optimize them in the coming months, and make this one of the main pillars of our social media strategy. This vertical video trend will not be going away anytime soon.

Our open rate is *very much* above industry standards. We are killing it there. People want to open our emails.

- Our click through rate could be improved. It's currently average. I recently optimized our Sunday Recap emails to encourage more click throughs, we will see how that plays out. I also will continue optimizing our newsletter to encourage clicks + registrations.
- Abbie's worship blogs continue to have the most engagement. I have received multiple email replies thanking her for her posts, and her blogs have more CTR than others.
- a \$10,000 a month Google Ad Grant. I outsourced that grant to Missional Marketing, who is running ads on our behalf for \$295 a month. Because of the long Google approval process to have someone manage ads, they just got going in April. These metrics should improve over time- all of these ads are free through Google's program. I just met with Missional Marketing this morning and now all ads will be directed to our landing page to encourage people to "plan their visit". I'm hoping over the coming months that these ads will lead to in-person visits.

Michael Carmack

- Wrapped up a great year of confirmation! We had a total of about 120 students participate this year with fantastic participation not just in Wednesday night programming but also with 'outside' programming as well. I have a lot of excitement for the coming years!
- We just wrapped up our yearly garage sale - we had phenomenal support from the congregation both through donations and purchases made. We made about 5500 to help send students to camp and on mission trips this summer.
- We had almost 40 students participate in Moonlight Madness - the overnight lock-out we participate in twice a year. Students had a blast and again, we were surrounded by

several awesome adults. We had a youth worship, swam, ice skated, played basketball, watched a movie and bowled throughout the night. It was exhausting but a blast!

- Working to gather our seniors for our annual baccalaureate service so that they can be recognized and blessed as they work to graduate from high school.
- Met with 8th grade families to prepare them for everything they need to wrap up and finish up before confirmation services next fall.

Laurel Bornholtz

- The Call Committee hosted a reception and interview with our candidate, the Executive Committee, Pastor Jon and Dianne Johnson. We've also had two regularly scheduled meetings and look forward to the Council's response to our unanimous vote to move the candidate forward.
- I attended Church Anew's "Renew" conference on April 23/24 at St. Andrew Lutheran Church in Eden Prairie. The keynote speaker was author, theologian and Duke Divinity professor Kate Bowler. The evening event on April 23 was also attended by three women's ministry leaders from King of Kings. I visited with a number of clergy I have worked with at other churches.
- I read twice for Stretching with Scripture and will be working with Rachel Larson on a summer series designed for high school students and young adults. Michael Carmack will partner on this to provide some special programming on the dates chosen.
- I participated in the Starting Point class on May 7 by talking about upcoming opportunities at King of Kings as well as visiting with our new partners (members).
- The Gertens plant/plant card fundraiser wrapped up on May 9 with Paula Arland coordinating plant sorting and pick up. Special thanks to the Garden Team for helping sort plants!
- May 7-12 was all about the garage sale, which was a wonderful success. The volunteer support was outstanding, and a number of families have significantly reduced their camp balances at Wapo. We are a first stop for many garage sale shoppers during the Lions Club event.
- I met with the Women's Ministry Team on May 9. All of our Bible study leaders are returning for another year of relationship building and learning.

Paula Arland

- Co-hosted with Michael Carmack a Camp Wapo lunch for families with students attending Camp Wapo this summer. In addition Hannah Arland, Emma Arland and Sophie Peterson joined us and led the students in some community building activities.
- Wrapped up Kids of the Kingdom on Sunday, May 14. Children sang in worship and then had a special large group time in which we blessed the 5th graders bridging to Confirmation and our student leaders who will be graduating.
- Opened up Early Bird Registration for Kids of the Kingdom 2023-24. And started recruiting volunteers.
- Recruited student leaders for in-house camps. At this time we have over 70 student leaders preparing to lead crews at VBS and AGC. Had several 5th grade conversations for our 5th grade students interested in helping out at VBS station this summer.
- Met with American Girls Camp planning team. We have 106 girls joining us for camp and are firming up plans for daily sessions.
- VBS has 202 students joining us for AM and PM sessions. Working on recruiting station leaders and planning each station.

- Helped with the delivery of the spring plants and plant cards. Grateful for families sending youth on trips and to camp to have opportunities to defray some of the cost by participating in Gertens Flower sale and the garage sale.

Elizabeth Hendrickson

- I'm working on plans for summer events – Summer Soda Shoppe and School Supplies Collection. The Mission Events Team will meet later this month to begin planning.
- I am preparing information about a mission trip to Guatemala in October. Since this will be the first trip to Guatemala, I am hoping to a good size group and want to draw as much interest to the trip as possible.

Andrea Villanueva

We are at the end of another school year. We will be graduating kiddos to Kindergarten and some to our Young 5's class in a few weeks. We all feel blessed to have had such a great year!

Our families collected 94 pairs of baby socks and 10 baby blankets in partnership with Jan Olson's Small Group's collection of Baby Kits for Lutheran World Relief. What a great mission and we were happy to help with that collection.

RSG will need to hire an Assistant Teacher as we have more kiddos that have registered (more kids = more teachers). This is great for us and I've had a few people apply already - also great!

Our Hawall unit was a hit! It's a lot of work to get two classes to Hawaii and back!! We love every minute of it and the kids/parents do too!!