

King of Kings Lutheran Church
Church Council Minutes
November 18, 2025

Attendance

Members in Person:

Jen McKinnon, Executive Council
Jason Livingston, Executive Council
Chris Gandhi, Executive Council at 6:33
Meisha Berg, Member-at-Large
Rebecca Kurtz Schwanke, Member at Large
Tami Olson, Secretary
Dianne Johnson, Executive Director at 6:36
Pastor Jon Larson, Lead Pastor at 6:31
Pastor Amelia Houdek, Associate Pastor at 6:31

Members Absent/Excused:

Jen Krumrie, Treasurer
Kevin Schwartz, Finance

Guests: None

The meeting was called to order at **6:30** by Jen McKinnon, presiding.

Opening Prayer – Pastor Jon

Approval of Prior months Meeting Minutes

Tami moved to accept the meeting minutes.

Chris seconded the motion.

Motion passed (CC.25.11.23)

Approval of Agenda

Rebecca Jason moved to accept the meeting agenda.

Pastor Jon seconded the motion.

Motion passed (CC.25.11.24)

Role of Council: Jason reviewed

We empower staff, committees and volunteers to make the necessary day-to-day operational ministry decisions. The role of Church Council therefore is to focus on more strategic visioning that will seek to further enhance and move the ministry forward.

Guest Presentation: None

1. Financial Report – Dianne Johnson

- a. Looking from January to October our church operations, \$1,752,518, our budget \$1,721,904 we are ahead by \$30,614. Remember this is from two large stock donations that usually come in December.

- b. Operating expenses are \$1,531,615 and budget of \$1,480,566, we are over \$51,049 in expenses, we have \$128,000 in expenses for the parking lot and as we look at the bottom line, we are looking a lot better.
- c. We have other revenue and expenses, reflected expenses in stock fees, bank fees, push pay fees,
- d. Paid 78,681 to Benevolence, budgeted 86,868, loaves & Fishes are based on what they spend, not concerned we are not giving enough way.
- e. Investment funds are doing really well this year with gains/interests of \$85,684.
- f. Dianne, our portfolio, is based on a wide diversified portfolio, best bet might be to have Eric in, our outside financial advisor, he is the one to do the audit at the end of the year.
- g. Jason asked, why does Ready set Grow have so much money.
- h. Dianne, they got a gift of 12,000, we raised registration and enrollment fees.
- i. Meisha asked do we want to do fund Raising for the café, selling bags of coffee?
- j. On the last page, there is what cash we have in hand, this includes all cash, including things we need to pay out, we had to dip in to pay expenses, since July we have been using cash, just shows using cash that was allocated.
- k. Jen asked on Sunday, I saw and we have only a few weeks of data in.
- l. Jen, it is incredible, the amount of information and work that went into this.
- m. Dianne, we do have extras and will set up a display this weekend. This is face forward Sunday. We have donuts and faith forward napkins.
- n. Jen said very well done thank you for all the work.

2. **Organ Update (See Executive Director's Report)**

- a. Platform completed, speakers moved, two speakers couldn't be found, assuming missing or not delivered.
- b. We are waiting on the pipes, still waiting for an update, and sent Peggy a quick note on a possible delivery date, January, February or March.
- c. We need to look at timing with Easter.
- d. Rebecca, I think it will take longer than we think, they need to be tuned, it might be a while until we can use them.

Strategic Planning Updates: (If Applicable):

- 1. Engagement
- 2. Growth
- 3. Giving (Seeking to leverage current giving baseline)
 - a. Jason, we had a strategy to accomplish a goal, I think ten percent is doable to me.
 - b. Dianne, it is more of 9%, staff, health benefits, some inflationary costs that must be addressed, if we don't have pledge cards we will cut back, I stand firm the staff needs raises.
 - c. Chris are we below market in the synod, church
 - d. Dianne, we are close to people finding other jobs outside of ministry and I want our people to stay.

New Business:

1. **2026 Annual Meeting – February 22, 2026 (Determine Time)**

- a. Jen asked what time to start the annual meeting.
- b. Meshia suggested serving pizza to keep people at church.
- c. Dianne said I did like the set up in the multi-purpose room.
- d. Jen noted that if people are getting checked in while people leave the 10:45 service for a meeting at noon.
- e. Jen said we will need to confirm time by January.
- f. Chris said I like the idea of selling pizza.
- g. Jen asked Dianne if she was up for the financial story telling this year.

h. Dianne replied that she was prepared.

2. Nominating Committee / Council positions to be filled:

- One Executive Council member 3-year term
- One Member at Large position 2-year term
- One Finance Chair Position 3-year term
 - a. Jen said, I have already reached out to Trisha.
 - b. Rebecca said I can't commit to two nights a month with my work commitments.
 - c. Jen said if you have someone in mind, reach out to one of the nominating team members: Scott Bochurt, Linda Paulson or Tricia Dege.

Monthly Staff Updates: See appendix A

“On our Radar”

1. Columbarium Phase # 2

- a. All funded by purchases

2. Church Survey on Worship – Meisha

- a. Meshia met with Pastor Jon and Pastor Amelia, almost done and will bounce it to the exec team, I will get to a form, will work with whoever.
- b. Chris asked, what is our timeline.
- c. Pastor Jon said looking at December.
- d. Mesha said between Thanksgiving and Christmas.
- e. Pastor Jon said I would want before meeting, thank you for all the work on that, great stuff.

3. Parking Lot Phase # 2

- a. We are aware of the goal to raise funds.
- b. Pastor Jon said to save for it.

4. Security (In Discussion)

- a. Dianne, I am working on things, a grant from the government, a lot of work to get background done and then work on the grant.
- b. Jen, what is the grant used for.
- c. Dianne, law enforcement makes recommendations, it's up to 200,000 grants support it's just going through and getting all the details on that.
- d. Jen, you mentioned matching.
- e. Dianne, it depends on the company, not all companies will match a religious organization.

5. LED Screens in Sanctuary

- a. Dianne said this being privately funded, 13,000 and another gift in January. We had someone come out. I reached out to a company that is here and came out to look at the place and make suggestions. Looking into options and bids, probably not filling the whole screen due to weight.
- b. Jen asked, does that get replaced?
- c. Dianne said the engineer would see if we can support the weight and electrical requirements.
- d. Dianne said KUDOS to Jason, thank you for the fence!

Upcoming Council Meetings

- 1. December 9th – 5:30pm - Exec Team Meeting (As needed)
- 2. No Council Meeting for December – enjoy the month off!
- 3. January 13th Exec Team Meeting (As needed)
- 4. January 20th 6:30pm - Council Meeting

5. February 10th – 5:30pm – Exec Team Meeting (As needed)
6. February 17th – 6:30pm – Council Meeting
7. February 22nd Time - TBD – Annual Meeting

Council In Action

1. Sunday Morning Presence – Communication with Congregation (Who's there) – Cadence and Location
2. Sign up to serve Christmas Eve services and wear your nametag.

The meeting was adjourned at **7:22 pm** by Jen McKinnon.

Closing Prayer and prayer request – Pastor Amelia

Appendix A: Staff Reports

November 2025 Staff Reports**Pastor Jon**

Leadership:

- Initial communication on the Nominating process was shared with the congregation 11/16. This year's open leadership positions include 1 Executive Team Member (3 year term), 1 Member at Large (2 year term), 1 Finance Chair (3 year term) and 3 Nominating Team Members. Kevin Schwartz is able to serve a second term as Finance Chair. Please keep the current Nominating Team in Prayer, Scott Borchert, Tricia Dege, Lynda Paulson. Connected with Tricia Dege to begin the initial conversation.

Stewardship:

- Stewardship Brochure is out, and Faith Forward Sunday is scheduled for Nov 23.

Worship:

- Working on the Lenten Series and devotional book, "Self-Sabotage – From Ruin to Redemption" when I can.

General:

- November and December are critical months for congregational care and connection.

Pastor Amelia

Over the past month, my ministry has centered on guiding our congregation through the deep and joyful work of Advent and Christmas preparation. Roughly a third of my time has been dedicated to worship planning, sermon study, liturgy writing, and coordinating the many layers involved in our Christmas Eve services. Another significant portion of my work—nearly thirty percent—has focused on administrative leadership: meeting with staff and ministry teams, structuring agendas, supporting communication flow, and helping our leaders stay aligned with our mission and vision. Pastoral care has remained a steady presence, with visits, phone calls, and relational support making up about fourteen percent of my time. Creative communication, including children's messages, social media content, and worship invitations, has formed another meaningful slice, while continuing education, spiritual direction, and clergy coaching have occupied a smaller but intentional part of my rhythm. This month has also included ongoing development of our prayer ministry, calling us deeper into spiritual formation rather than simply expanding activity. Finally, I've continued tending to my own well-being through purposeful practices such as gyrotonics, pickleball, walks, and personal centering—small but essential rhythms that sustain the rest of my work. Altogether, this season reflects a balanced and Spirit-led pattern of leadership rooted in worship, pastoral presence, team collaboration, creative communication, and grounded spiritual care.

Isabelle Hammond

- Designed and printed Q3 Newsletter
- Designed a bulletin refresh and became responsible for the weekly bulletins

- Started advertising for Christmas: Loft Stage Ad, Google Display ads, Christmas Footnotes Branding
- Assisted in preparing and printing materials for RefresHER, Fall Festival, Loaves and Fishes, Giving Tree, Retired Men, Men's Ministry, etc.
- Helped prep for Stewardship by creating an online option on our website.
- Upcoming Projects: social media calendar for 2026, mailing out invitation postcards to new residents, finishing the Advent Devotional, starting Adult Offerings booklet

Jake Pickett

Lots of planning

Planning social media for 2026 with Isabelle
Planning for Christmas Eve and all that entails
Planning for 2026 in general

Michael Carmack

- Just returned from our fall confirmation retreat - fantastic time!
- Had our 6th grade lock-in
- Planning summer mission trip to Idaho - mostly recruiting students at this point...expecting to be in the 25-30 total range
- Confirmation is going super well....lots of regular attendance from week to week and continue to gather students as the year is progressing
- High school ministry has been incredibly successful this year - we have had lots of participation from our younger HS (9/10th grade) as well as students joining from older grades (11/12th grade) Been great!
- Gathering college student address - sitting at about 50 or so, which is a little lower than years past, going to send our usual starbucks card and reach out to students just after thanksgiving
- Planning a college student lunch between christmas and new years - basically we just invite all of our college students who are home for christmas to gather for a lunch to re-connect and see them!

Laurel Bornholtz

- Continue working with the Women's Ministry Team on our "Fill Your Cup" events. Next event is December 9.
- Partnering with Isabelle on the final Advent devotional edits. It will be printed this week and available for distribution on November 23.
- Identifying new Advent devotional options for the congregation. Will be providing links to Luther Seminary's early December online offering as well as the Lutheran Summer Music daily Advent musical offering.
- The boutique is only 2 weeks away! Currently anticipating 75+ vendors with many new participants. Please share the opportunity to attend with friends and family. Our vendors appreciate a big turnout!
- Our drop in play educators finished a six week fall series last week. We have ended the program due to small attendance. Grateful to Mary Owen and Cindy Saarela for their commitment to lead as volunteers.
- Beginning to coordinate our December 15 edition of the Winter/Spring Adult Bible studies/social events booklet. Our fall studies have been excellent with a number of new participants.

Paula Arland

Pam Hoeffel

Our Every Meal team serves at Grey Cloud Elementary and Academy of Peace in St. Paul. Our team continues to grow with new volunteers as well as the students served.

Our School Food Rescue program continues to grow with more schools and more drivers. Quote from volunteers - "We finished our Basic Needs run this morning. It was an easy drive and everything went well. We ended up with 6 boxes and about 130 pounds. We could add other schools too."

Community Dinner - November Dinner - Families, Seniors, Grandparents with grandchildren, teens... We added "service projects" tie blankets for Loaves and Fishes and Veterans Day cards for the SoWashCoCares. We have craft and scavenger hunt for guests too. Dinners feed the physical hunger, spiritual hunger and the hunger for community.

Advent Giving Tree - We will bring to Community Thread in Stillwater, December 1st.

Tanzania - Gave a presentation - powerpoint - to the Retired Men's Group 2025 the Mission Trip.

Andrea Villanueva**Dianne Johnson**

- Stewardship information has been mailed and are in households.
- Please join us on Sunday for Faith Forward Sunday returning pledge cards as a community of faith.
- We have received 5 return pledge cards.
- Analysis of these returned pledge cards
- 2026 Pledges entered in system
- Working through PCI compliance and year end compliance procedures
- Thank you to Kathy and Isabelle as we go through the draft of the directory for updates and changes
- King of Kings was the host site for the Boundary training provided through SPAS; 70 pastors joined this training in the MPR and we received many compliments on our hospitality.
- Huge thank you to Jason Livingston and Scott McKinnon on their work on the Christmas fencing; such an addition to the Gathering Space.
- All HVAC units are working properly; our issue is currently with certain doors latching properly. Repairs are expected today.
- Continuing to work through inconsistencies with our new software and giving statements
- 2026 Budget working off the potential of an annual budget of 2,349,300; a 9% increase from 2025.