

CHRIST THE KING LUTHERAN CHURCH
Council Meeting Minutes
January 10, 2017

Membership Roll:

Present: Toni Palmer, LeeAnn Quinlan, Kirk Carlson, Meredy Hase, Pastor Jordan, Carol White, Shari Showers, Sue Ettmayer, Jon Kilmer, Amy Bonesho

Absent: Norb Steinbach, and John Guetzke

Guest: Mike Groh

Toni called the meeting to order in bells room at 6:35 p.m.

Opening Prayer/Refreshments: LeeAnn Quinlan

Acceptance of Meeting Agenda: Carol moved and Jon K. seconded to accept the agenda. Motion carried.

Acceptance of last month's council meeting minutes. Shari moved and Amy B. seconded to accept the minutes. Motion carried.

MONTHLY REPORTS

Pastor's Report: Pastor Lindsay Jordan (see attached)

President's Report: Toni Palmer (see attached)

Vice President's Report: Sue Ettmayer (see attached)

Motion to accept the reports and approve the actions of the Executive Committee made by Jon K. and seconded by Meredy.

Treasurer's Report: Norb Steinbach (see attached)

Motion to accept the treasurer's report and approve the actions of the treasurer by Jon K. and seconded by Sue. (Need a new report to reflect the above changes made.)

COUNCIL COMMITTEE REPORTS

Personnel Committee: Meredy Hase (see attached)

Building & Grounds Committee: Kirk Carlson (see attached)

Worship and Music Committee: Carol White (no report attached)

Youth Report: Shari Showers (see attached)

Fellowship Report: Bev Waltz (see attached)

Education: Amy Bonesho (see attached)

Stewardship Committee: Jon Kilmer (see attached)

Motion for Acceptance of the Council Committee Reports and approve the actions of the committees by Carol and seconded by Kirk.

OLD Business:

Budget – Norb Steinbach (absent)

Annual Reports – Please read the Audit & Budget Annual report submitted in drop box.

Leadership/Staff get together - At 7:00 pm on Friday at Toni's house.

NEW Business:

Election of 2017 Council President – Toni Palmer

Council officer appointments:

Elect Sue Ettmayer as President. Moved by Kirk and seconded by Carol. Motion carried.

Elect Carol White as Vice President. Moved by Meredy and seconded by Jon K. Motion carried.

Elect LeeAnn Quinlan as Secretary. Moved by Carol and seconded by Amy B. Motion carried.

Council committee appointments:

Appoint Norb Steinbach as Treasurer and Geri Jones as Financial Secretary. Moved by Carol and seconded by Jon K. Motion carried.

AV System -

Discussion for appointing a project manager to oversee AV installation project. There should be a document created to outline authority for project manager.

Kirk motioned to give Paul Neumiller role as project manager with functions as to be determined by the Executive Committee. Seconded by Carol. Motion carried.

Mission support disbursement –

Motion to disperse Maintenance to Mission payments as follows:

\$2,000 - Synod

\$2500 – Outreach

\$200 – Reformation

\$200 – Shorehaven

Above motion moved by Amy B. and seconded by Shari. Motion carried.

Mike Groh's comments – Mike gave comments about the AV system and others to the council.

Personnel Matter (Closed session)

Carol moved and Kirk seconded to move into closed session.

Meredy moved and Carol seconded to go back to open session.

Motion for Adjournment:

Carol moved and Kirk seconded. The meeting was adjourned at 9:05 pm.

The Council closed with the Lord's Prayer.

Respectfully Submitted,

LeeAnn Quinlan
Council Secretary

Next Meeting: February 14, 2017

Refreshments and Devotions: Shari Showers

COUNCIL REPORTS

Pastor's Report

January 3, 2017

Places of Pride

- CTK Choir and Bell Choir: A great job of music in the Christmas season! Their concert was well received and well attended. Kudos to Art and the crew!
- Kathie Ferree: The Christmas season is laborious for an organist. There are a lot of services to provide music for. She is always faithful at the bench!

Setting the Table for Beggars

The holidays are past. Decorations are coming down, resolutions are becoming action, and thank you notes are being written. In our house, the last of the guests left the Monday after New Year's Day. Now everything is returning to normal.

Here's what's normal in the church: We gather around the table of Holy Communion and celebrate that God has resolved to bring us new life. The decorations of Christmas go up and come down, Lent's austerity will leave the altar bare, and plans for Easter's lilies are already being thought about. And in the middle of all these shifts of the season, the table remains at the center of all we do.

Our altar's beauty is often remarked on by visitors in our building. I love the rooted base of our table. They remind us that the table is a place of growth and seasonal renewal. When I look at them, I think of how our Christian life is rooted in the work of Jesus, who gives himself for us on the cross and in the meal. Our lives are rooted in the work of Christ in Holy Communion... and in Holy baptism.

The prominence of the altar is intentional. The church is always a community at its best when it gathers at the table. We come there to be refreshed and renewed - and in that meal, God forgives us through Jesus; the Holy Spirit helps us believe this good news to be true. At the table, God gives us a glimpse of who we are to be: people who hold out our hands for God's gifts.

Beggars before Christ. That's what we all are. The extending of our hands at the table reminds us that all of us have the same basic need: to be fed by the life-giving presence of Jesus. In this need, none are superior, none are less, all are the same. And yet, we come in all our diversity, gathered at the table to be the people of God, fed by the life-giving, forgiveness granting, gracious Jesus.

This equalized gathering, begging, and receiving is a vision of the church. This vision is completed when we remember that we, who gather at the table, are sent into the world to be the presence of Jesus for a world that hungers and yearns for what only God can give: a community of grace, love, forgiveness, and joy.

Pay attention to this table. When you gather at it, contemplate how it is a powerful place for us.

Consider the gifts God gives, the people God draws to it, and the church we are called to be in this table.

About the Above Article

This is my newsletter article for January. I'd like us to consider the image of the table as an image for ministry at CTK – that we are called to be a community that gathers at Christ's table. This is first of all an image for us to consider in worship. It is also an image that can (pardon the pun) feed our imaginations for a vision to lead us forward in ministry.

Consider a few questions related to ministry that come from this image:

- • Whose table is it?
- • Who is welcome at the table?
- • **How do we welcome people to the table?**
- • How do we make it easy for first timers to gather around the table?
- • **What utensils need to be readied for people to engage in the meal?**
- • **How does this table inform us about God's hope for the world?**
- • **What sort of table manners should we practice in the church?**
- • How do we see ourselves as guests at God's table – not owners, but guests of the Divine host?
- • What does God feed us at this table and how does this inform us about how we are to feed those around us?
- • **Who sets the table and according to whose guidelines?**
- • Who controls the table? Who decides the "menu?"
- • **How do we set tables outside of worship and what's the purpose of the tables we set?**
 - **What's our role in relation to the table?** o Are we servers preparing the table?
 - o Are we hosts? On whose behalf?
 - o What are the most important actions at the table?

These are a few questions that we could spend a lot of time talking about, questions that can help us articulate visions for the future – based not on our own hopes and desires, but based on God's vision for the church.

Email I Sent You, January 9, 2017

Members of the Church Council,

On January 30, 5:30 - 8:00, Bishop Erickson is meeting with leaders of congregations in the Lake Country Cluster of the Greater Milwaukee Synod. We are hosting this event. During the day, he'll be meeting with pastors.

The evening event is a meal and a time to talk with Bishop and other leaders of churches nearby. This conversation will center on five questions:

1. For what are you thankful?

2. What are your fears?

3. What are your hopes?

4. How can we work together?

5. To which voices in your community is God calling you to listen?

Each of the ten clusters in the Synod are having conversations around these questions. Comments and insights gained at these events will be shared at our February 25th leadership event with Bishop Erickson.

I'd really like you to be a part of January 30th's conversation - and the event on February 25. There is a signup genius to capture the names of participants who will attend January 30. Please consider participating and sign up at:

<http://www.signupgenius.com/go/4090a4da8ab22a2f49-lake>

I'm sending this to church council members. If there are other leaders you'd like to invite, please extend this invitation.

Thank You!

PJ

Germany Trip Cancelled

Over the Christmas break, I took steps to cancel the trip to Germany. While we had great interest expressed, many who planned to register changed their plans. Others who registered shifted their schedules and dropped from the trip. At its height, we had seven registered, and another five who said they hoped to participate. When I cancelled, we had one remaining member registered and two friends of mine who were traveling with us. I'm disappointed that the trip fell apart... I really believe that churches who travel together grow.

Upcoming Dates to note:

- January 15 AGC Anniversary
- January 22 Annual Meeting
- February 15-21 PJ on Vacation – one Sunday
- February 25 Leadership Event with Bishop
- March 1 Ash Wednesday
- Mar 25- Apr 1 Adult Mission Trip – PJ gone one Sunday
- April 16 Easter
- May 7 Affirmation of Baptism
- June 1-3 Synod Assembly
- June 6-16 Vacation Bible School
- July 7-17 Youth Trip to Brooklyn – PJ gone two Sundays

Question: Are we really having Council on Valentine's Day????

CTK Council Report for January 2017

Submitted by Toni Palmer, President, on January 10, 2017

1. The January Executive Committee meeting was held on January 3, 2017.

Minutes from the meeting: Present - Toni Palmer, Pastor Jordan, Sue Ettmayer, LeeAnn Quinlan and Norb Steinbach.

Toni started the meeting with prayer.

Committees will be formed to address specific issues regarding the AV Wall/System.

The AGC 40th celebration will include a brunch, video and presentation by Laurie Wilson. Teachers, students and families, both current and past, will be invited to attend, in addition to the congregation. Pastor Jordan will also acknowledge this milestone during the worship service.

Mission support disbursement was discussed and will be finalized at the January council meeting.

We agreed that Paul Neumiller will be the AV project manager upon council approval. The budget was discussed at length.

2. I had several meetings and conversations with Pastor Jordan, Teri Bergendahl, council members and parishioners regarding CTK business.
3. I assisted in the craft during the 7:00 Christmas Eve Service. Pastor Jordan and Teri Bergendahl did a terrific job tying the sermon and the activity together.

4. A special thanks to the Kunstmann family for heading up the Christmas decorating committee. It was beautiful.
5. Thanks also to Teri Bergendahl for coordinating the Children's Christmas Program with such short notice. The kids were adorable!
6. Thanks to Art Jaehnke, Kathie Ferree and our choirs for making beautiful music during the holidays.
7. I sent a letter of commitment to Sven Pro Sound for the purchase of the video wall.
8. I attended January Monday Mavens. We played spoons and planned the Monday Mavens schedule for 2017.

CHRIST THE KING INCOME & EXPENSES 2016

	<u>DECEMBER</u>	<u>YTD 2016</u>	<u>ANNUAL BUDGET</u>	<u>COMPARED LAST YEAR</u>
INCOME				
REGULAR CONTRIBUTIONS	61,261	406,335		400,990
MISSION CONTRIBUTIONS	564	9,364		11,512
DESIGNATED CTK	13,930	267,174		103,475
YOUTH INCOME	315	6,699		18,407
OTHER INCOME	435	16,540		25,060
TOTAL INCOME	76,505	706,112		559,444
EXPENDITURES				
MISSION SUPPORT	7,588	44,754	31,000	31,702
CAPITAL PROJECTS	15,720	26,300	7,800	6,816
EDUCATION	-271	14,102	16,100	12,401
FELLOWSHIP	2,394	13,089	9,750	9,576
INSURANCE	3,432	13,351	13,500	12,317
MAINTENANCE	1,378	26,356	30,000	21,552
MEMBER MINISTRIES	1,745	6,902	6,800	9,485
MISCELLANEOUS	341	2,300	1,540	6,010
MORTGAGE PAYMENTS	5,950	50,698	48,816	68,632
OFFICE	2,223	13,924	14,800	14,068
SALARIES	8,601	136,401	150,508	115,250
SALARY PASTOR	7,580	90,784	90,964	88,671
PASTOR BENEFITS	3,389	33,578	48,617	36,357
STEWARDSHIP	0	5,637	7,250	4,684
UTILITIES	3,300	31,794	41,300	35,009
WOMENS MINISTRIES	0	3,530	0	3,616
WORSHIP	1,933	15,322	20,550	10,045
YOUTH	791	8,472	12,500	8,473

TOTAL EXPENSES	66,094	537,294	551,795	494,664
NET INCOME VS EXPENSES	10,411	168,818		
Maintenance to Mission Income	0	2,582		
Exterior Renovation Fund Income	5,606	164,863		
Exterior Renovation Fund Expense				
Maintenance to Mission Expense	5,110	8,610	Current Balance	171,043

NOTES:

- Regular Contributions in December were about \$4,000 more than last year and about \$5,000 more for the year. Total Income, excluding Memorials and M-M/Exterior Renovation fund giving, was \$466,811 this year compared to \$495,120 in 2015, a \$28,309 decrease compared to last year. The \$241,883 in Memorials and \$167,445 for M-M/Exterior Renovation giving kept us feeling financially safe for the time being.
- On the plus side, we gave \$44,754 in Mission Support, including the \$4,900 we still owed on M-M donations. December Mission Support included \$2,000 to the Synod, \$2,500 to Outreach for Hope, \$277 to Food Pantries, and the balance of \$2,446 in Change to Change was divided between Reformation Church and World Hunger. Total Change to Change contributions were \$4,446. (\$2,000 of that was paid previously).
- Our Checking Account balance at year end was \$443,617.24. Our Restricted Funds are \$464,352, of which \$274,282 are Memorials, and \$171,043 represent Parking Lot funds. We will start 2017 with a \$20,715 deficit.

Norb Steinbach
Treasurer

Education Committee Meeting – January 4, 2017

In attendance: Teri Bergendahl, Ruth Beiler, Amy Bonesho

We spent some time reviewing the Christmas events from last month. Teri wrote and directed the Sunday school pageant about the Jesse Tree. We had great participation from the Sunday school families. After the pageant, the Beilers and Boneshos served cake and beverages for Jesus’ birthday party.

On Christmas Eve, Teri presented a craft during the first two services for the children to make. Some parents also helped, including two families that may be re-connecting with the church. Teri also shared a children’s message during the 10pm service. Teri has received very positive feedback from members of the congregation on all of these events. Sunday school teacher training is scheduled for January 15th.

There are many items for Sunday school that are being discussed and we will continue to work on this year, including: setting milestones, curriculum, staffing needs, classroom set-up. One thing that will be changing immediately is that we are reinstating a large group lesson. At the beginning of Sunday school, all children will meet together for a message, music and prayer. Everyone will then be dismissed by grade level to their classrooms.

We are working on a system to provide childcare during the adult education hour. VBS is scheduled for June 12-16 from 12:30 -3:30. We already have the starter kit for “Hero Central.” This year will again include lunch. We will also be offering extended care for families from 3:30 – 5:30pm. Next step is to get a committee together to work on all the details.

A spring retreat for 5th/6th graders was discussed. Decisions need to be made on date and location.

Respectfully submitted by: Amy Bonesho

Fellowship Report - January 2017

Attendees: Linda Hamilton, Rick Kuntsmann, Cheryl Steinbach, Bev Waltz, Pastor Jordan

We will be having our first annual Monday Mavens event on Monday, January 9th to play spoons and to plan our year. Bev will facilitate the meeting hoping to plan an activity for each month along with a coordinator.

Pam Behrend will be contacting various groups to see if they are able and interested in hosting a Wednesday evening Lenten dinner.

We are planning a “Sweetie Pie” meal for Sunday, February 12th after the church service (10:15). Church members will be asked to bring a pie of some sort - sweet or savory.

A final fellowship calendar will be made available within the next few months.

Respectfully Submitted, Beverly Waltz, Fellowship

January 2017 Youth Report

Our team, Katie PJ and myself, met Monday January 9, 2017

We discussed future events for the youth group.

We had a great time at the Escape Room on Sunday 1-8-17, one team made it out, one team didn't.

Bake sale for the Christmas cookies was very successful. \$356

Submitted
Shari Showers Youth Committee

Property and Grounds report January 2017

We want to renewed the contract with Just Service for HVAC preventative maintenance for \$ 3,396 for 2017. We are currently holding off until the 2017 budget is approved. We had a problem with the furnace that services the Vestry and Sacristy. The exhaust fan failed which prevented the burner from coming off. We temporarily by passed the safety switch that

prevents the burner from starting. Since this furnace is scheduled to be replaced in 2017, we are not going to replace the exhaust fan.

We removed a dead tree on the southeast corner of the property. In the spring, we plan to put together a larger work group to remove the 13 dead ash trees around the property.

We set up the wooden barn manger scene outside and helped Worship put up the tree. Guetzke & Associates inspected the fire alarm system. This included physical/functional testing of every component in the system.

Submitted by Kirk Carlson Property and Grounds.

Report to Council by the Personnel Committee December 28, 2016

- 1) Personnel Committee meeting December 28, 2016, opened by Meredy Hase with Prayer. Attending were Lynn Hansen, Mary Hansen, Jayne Hinkens, Sue Seegert, Pr Lindsay Jordan (PJ), Meredy Hase (chair)
- 2) Meetings Report and Review
 - a) November 28, 2016 – completed background check, WT4 & I-9 forms for Teri Bergendahl
 - b) November 28, 2016 Committee Chair Meredy Hase presented Personnel Budget final draft 2017 to the Executive Committee.
 - c) December 6, 2016 – Meredy met with the Exec Committee regarding a personnel issue.
 - d) December 8, 2016 – PJ hosted the CTK staff luncheon at Zin's, expensed to the operating budget.
 - e) December 12, 2016 – Meredy submitted the Personnel Committee Annual report 2016
 - f) December 13, 2016 – Meredy submitted the Personnel Staff Salary Budget 2017 to the Council. There were a few line-item bookkeeping omissions for STAFF EXPENSES in the 2017 Budget Worksheet presented to the Council by Norb Steinbach, Treasurer, and Sue Ettmayer, VP but the total dollar amount approved for the Personnel Staff Salary Budget 2017 was correct and approved. Meredy worked with Sue to correct the omissions for the final report on file.
- 3) Committee Approved the Meetings Report and actions
- 4) Annual Performance Reviews- Pr. Jordan
 - a) November 14, 2016 – Pr. Jordan distributed with Performance Review materials to staff, including *SMART Goal* format.
 - b) November 28, 2016 - Pr Jordan and Meredy Hase conducted Performance Review meetings with three employees, with two meetings pending.
 - c) December 19, 2016 - Pr Jordan and Meredy Hase conducted Annual Performance Reviews with Kathy Ferree, Jill Vento, and Robert Stetler, including SMART goals of both the employee and the supervisor.
 - d) Pending: Initial Performance Review meetings with Juanita Newman and Art Jaehnke.
- 5) Discussed general and specific staff concerns and performance.
- 6) Christian Growth Coordinator – PJ has begun the process of a needs-based review and analysis of the position in the context of budget.
- 7) Annual Budget 2017 – Annual Congregation meeting is January 22, 2017, 10am in Great Hall. Meredy will attend and encouraged members of the committee to attend as able.
- 8) The Committee approved the actions of the Committee and Adjourned

Respectfully submitted, Meredy Hase, Personnel Committee chair

**STEWARDSHIP COMMITTEE REPORT
JANUARY, 2017**

COMMITTED PLEDGES FOR 2017: 01/08/2017

- Pledge cards received for 2017 to date: \$256,844
- Electronic pledges without pledge cards \$44,245
 - TOTAL \$301,089

NUMBER OF GIVING UNITS WHO RECORDED A FINANCIAL CONTRIBUTION AND RECEIVED A GIVING STATEMENT FROM CHRIST THE KING: (Financial Secretary data)

- 2014 264
- 2015 239 % of 2014 (239/264) 90.5%
- 2016 221 % of 2015 (221/239) 92.5%

CTK 2017 CAPITAL CAMPAIGN:

- OVER-ALL GOAL IS \$350K - \$400K
 - \$300K FOR PARKING LOT
 - \$50K FOR INTERIOR NARTHEX RENOVATION
- PARKING LOT IS PRIMARY TARGET, INTERIOR RENOVATION IS SECONDARY
- CAPITAL CAMPAIGN TO BE DONE IN-HOUSE (NO OUTSIDE PAID ADVISOR)
- CAPITAL CAMPAIGN WILL EXTEND FOR A PERIOD OF ABOUT FOUR WEEKS.
- CAMPAIGN WILL EMPHASIZE CASH, AND UP TO A THREE YEAR COMMITMENT
- ALL FUNDS RECEIVED WILL BE DESIGNATED TO PROJECT (UNAVAILABLE FOR ANY OTHER NEEDS)
- SHORT TERM INTERIM BORROWING MAY BE NECESSARY.
- CAMPAIGN IS COMPLETE WHEN ALL PLEDGES ARE RECEIVED AND PROJECTS ARE DONE.
- TIMELINE:
 - By 3/15/17 Bids received per project design
 - By 3/31/17 Congregational approval of campaign and project
 - By 4/1/17 Capital campaign kick-off
 - 6/17 or later Parking lot renovation plus interior

STEWARDSHIP FAIR FOR 2017: (Anyone may attend)

- FRIDAY 2/10 (5:30 – 8:00PM) AND SATURDAY 2/11 (8:30 – 3:00PM)
- GRACE LUTHERAN CHURCH GRAFTON
- COST \$45.00 (INCLUDES DINNER & LUNCH)

Jon Kilmer, Stewardship Chair

END OF COUNCIL REPORTS