

CHRIST THE KING LUTHERAN CHURCH
Council Meeting Minutes
September 8, 2015

Membership Roll:

Present: Toni Palmer, Linda Hamilton, LeeAnn Quinlan, Rick Kunstmann, Kirk Carlson, Pastor Jordan, Kristi Chesney, Jeff Roth, Norb Steinbach, Len Caccese, Jon Kilmer, and Donna Finch as a guest.

Absent: Ruth Beiler

Rick called the meeting to order in the bells practice room at 6:33 p.m.

Devotions: Ruth was absent so Kirk read devotions and Pastor Jordan led prayer

Acceptance of Meeting Agenda: Linda moved and Toni seconded to accept the agenda. Motion carried.

Acceptance of last month's council meeting minutes. Jeff moved and Norb seconded to accept the minutes. Motion carried.

MONTHLY REPORTS

Pastor's Report: Pastor Lindsay Jordan

Pastor's Report

September 7, 2015

The past month was full of ministry. Highlights include:

- Sternemann-Mans Wedding
- Batts-Krzykowski Wedding
- Met several times with couples getting ready for weddings in September and October
- Dick Ferree Funeral
- Planning for September 26 memorial service
- I spent two weeks being dad and husband, while on vacation – a ministry to my family
- Met with Father Mike Strachota at St. Joan of Arc to initiate Thanksgiving Service planning and 2017 observance of the 500th anniversary of the reformation
 - o Had a conversation with him about future of our ecumenical relations: He doesn't see us doing much because of the load of his two-point parish and school. He's overwhelmed with work... Scheduling a meeting with him was very difficult – it took several calls and emails from me to get on his calendar.
- Put in place final plans and began advertising adult forum
- Participated in conversation about worship schedule
- Spent an enormous amount of time re-vamping advertising and initiating communication about the revised-new schedule
 - o I continue to be concerned about how we engaged in this decision. It seems like we engaged in reactive-leadership, rather than vision-driven leadership. We silenced a few loud voices, but never took the time to ask questions about:
 - whether the volume of the voices speaking were representative of the congregation or of a small, but vocal, group

- What families and younger people think
- How the schedule aligns with the (still-nebulous) mission of CTK
- Focused on our website
 - o advertising fall programming
 - o personalizing pages
 - o eliminating duplication and neglected pages (eliminated about 15 pages)
 - o Many conversations with Laurie Wilson, John Ravaris, and Sonntag folks about AGC website
 - She can't access it anymore because of changes made to it when our website was updated.
- Music transition in worship: Stephanie's resignation and filling the keyboard vacancy of her departure.
- Church Council at my house on the 18th
- Planning and implementing partner potluck with Reformation Lutheran
- Brewers game: Thank You, Rick for all you did with this!
- Led worship at Shorehaven and visited with congregational residents there
- Several pastoral care contacts with members of the congregation
- Outstanding meeting with the Stewardship Committee: a meeting that represented outstanding collaboration and effort
- Octoberfest planning and advertising
- Stewardship Sunday Planning – issuing invites...
- Multiple Conversations about concerns related to Rally Day... ongoing...

Thoughts for and about our ministry:

- In a time when there are grumbling voices, it is important for leaders to lead well – to speak clearly and positively.
- The extent to which we let grumbling voices lead will determine whether or not those voices continue to grumble... remember: behavior permitted is behavior promoted.
- We need to find ways to focus on the positive – to lift up what we're doing well and to demonstrate gratitude in tangible ways.
- It is important for us to remember that the tail shouldn't wag the dog. We can learn from the tail and should be aware of it, but it does not set the agenda or the vision.
- We keep talking about hospitality issues related to church growth and congregational well-being. It's important, now that our talk become action... we need to beef up our fellowship hour and get it into the narthex/upper sanctuary: for the sake of welcome of visitors, for the sake of including others...
- Need a way to thank Pastor Goodrich for the way he has supported our ministry while I was at the Youth Gathering, on vacation, and at the Brewers game. He fills in for us regularly and is quite the gift to our congregation!
- Need for the office: Adobe Acrobat – software program that allows us to create and edit pdf documents – especially need the ability to eliminate, reorder, and resize pages within it.
- Conversation happening in the office in response to Mike Groh's email: how to best distribute newsletter and weekly announcements. His comments were right on. We need to strengthen how we do this – for the sake of branding and for the ease of accessing our announcements.
 - o Might we transition away from monthly advocate and do only weekly email announcements – beefing up CTK Connections so that it becomes more –
 - o Perhaps longer articles from me, the president, Juanita, go out as blog entries attached to CTK Connections, one per week... It will take resources (Jill's time) to make this transition.

o The net result: easier access to our announcements, more regular distribution, the ability to gauge the effectiveness of our communication, a unified look and feel, greater branding, driving people to our website, other

These things are critical:

- Remember to keep our focus on the faith we hold in Christ. We so often get bogged down in decision-making. We need to ask, with each decision, how what we are doing lines up with God's hopes and dreams.
- Unless we have a vision of what God is trying to do in the world, we cannot discern the mission of the church.
- The question is not whether the church has a mission. It is whether or not God's mission has a church.

Stewardship Theme: Faith (re)Formation

Watch for more information about this. The goal is to link faith to the home and to talk about our steps to increase ministry to people of all ages, especially youth and families, through the calling of Christine. This was a step of faith, in response to the call of the congregation. Now, we are challenging people to support this step financially. –

- October 4: Introducing the Reformation – Octoberfest
- October 11: Forming Faith through Camping: Lutherdale, Jeff Bluhm present
- October 18: Forming Faith at home: Faith5!
- October 25: Forming Faith as a congregation: Stewardship Sunday

Looking ahead:

- Discipleship Training begins September 9
- Rally Day: September 13
- Bible Sunday: September 20
- Adult Forum begins September 20 – We need our leaders to be involved in this!
- October fest: October 4
- Holy Communion class: October 11 and 18: First Communion on October 25
- Stewardship Sunday: October 25
- November 1: All Saints Sunday
- November 8: Veterans Sunday
- November 15: Pulpit swap with Reformation Lutheran

PJ's schedule coming up

- PJ doing continuing education: October 27-November 6 – going to Germany
- I took my final week of vacation off the schedule because of the stewardship emphasis. I still need to schedule another week – or roll it over to 2016.

President's Report: Rick Kunstmann

Executive Committee / Council Report for September, 2015
Submitted by Rick Kunstmann – August 31, 2015

Chaired the Executive Committee, Council and Long Range Planning meetings

Met with Pastor Jordan for our weekly meetings

After Stephanie Luedtke resigned, I asked Jeff Roth to call a special meeting of the Worship and Music and Personnel Committees. Pastor Jordan and I also attended. Toni Palmer was invited, but couldn't make it. The group decided that given the financial situation, we would not replace Stephanie at this time. The Personnel Committee, along with Pastor Jordan, were asked to converse with Art Jaenhke to see if he would be receptive to filling in some of the gaps. We talked about bringing in other types of music for some variety. The service times were also a big topic of discussion. We were all hearing adversity to the fall schedule of 8 am and 10:30 am. After much debate, the services times were set for 8:15 am and 10:45 am. We all decided that this should be set in stone for at least several years, as members are upset with the constant changes of the service schedules. The following week, Council concurred with all of these decisions.

On August 23rd we held our first Council Feedback Forum. I personally found it informative, rewarding and beneficial. I had the opportunity to talk to 26 CTK members, a few one on one and the rest in group sessions. There was some criticism, great constructive ideas and much conversation. Everyone is concerned about our financial stability, membership retention and growth, our outstanding outreach to our ministry partners, and our youth, as well as, our long time stable members. We talked about service times, sermons, finances, music, outreach, council, clicks, fellowship, Sunday school, office hours, community involvement, visitors, All God's Children and the US flag in church. We originally planned for this session to last no more than an hour. The last group of about 8 people who I talked to didn't break up until 1 PM.

Attended the wake for Dick Ferree. Our hearts go out to Kathie and her family for their loss.

Bunny and I planned and organized the Brewers outing event that took place on August 29th. This year, All Saints and Our Saviors Lutheran Churches and St. Joan of Arc Catholic Church joined us. We had 61 attendees including the gentlemen from the Serenity Inn. There was excellent food, games, great conversation. The game was pretty exciting, but they fell behind in the top of the 9th and lost the game. The tailgate and the game was a break even event. Bunny and I covered the cost for the fellows from the Serenity Inn.

On August 30th, I attended the potluck lunch with leadership members from Reformation Church and our own Outreach Committee. There were 7 members from their church including Pastor Miller. The meeting was a "get to know you" and a bible study event. They are an outstanding group of individuals who weren't afraid to share their hardships, struggles, successes and joys. Their religious strength, background and knowledge are noteworthy. I promised them that either later in September or very early October we will get a group together on a Sunday to attend their service. As you may recall, they are holding their services in a temporary location, but soon hope to have a new site that they can call home. CTK's Outreach Committee is to be commended for their commitment to our friends at Reformation.

The Executive Committee disputes the Personnel Committee's decision to ask Jill and our cleaning staff to reduce their hours. They are also concerned about the possibility of eliminating the volunteer's covering the office on Friday mornings.

In early September, I will be starting the preliminary plans for our upcoming Thanksgiving Gathering. St. Joan of Arc Catholic Church has already committed to participating with us once again. I will be reaching out to St. John's Northwestern Military Academy and our friends at the Delafield Presbyterian Church to join us too. An ecumenical service will follow the dinner and will be held at St. Joan of Arc.

Treasurer's Report: Norb Steinbach

CHRIST THE KING INCOME & EXPENSES 2015

	<u>AUGUST</u>	<u>YTD 2015</u>	<u>ANNUAL BUDGET</u>	<u>COMPARED LAST YEAR</u>	Difference YTD <u>2014 vs 2015</u>
INCOME					
REGULAR CONTRIBUTIONS	28,385	228,952		230,077	(1,125)
MISSION CONTRIBUTIONS	337	8,012		6,807	1,205
DESIGNATED CTK	3,124	23,251		16,450	6,801
MAINTENANCE TO MISSION	1,190	9,420		42,498	(33,078)
YOUTH INCOME	0	12,212		5,601	6,611
OTHER INCOME	1,485	14,632		12,202	2,430
TOTAL INCOME	34,521	296,479		313,635	(22,494)
EXPENSES					
MISSION SUPPORT	150	13,015	34,150	24,789	-11,774
CAPITAL PROJECTS	0	1,813	9,400	12,841	-11,028
MAINTENANCE TO MISSION	0	13,869		64,735	-50,866
EDUCATION	37	8,799	14,625	11,670	-2,871
FELLOWSHIP	647	2,974	7,500	4,431	-1,457
INSURANCE	0	5,963	13,500	5,736	227
MAINTENANCE	971	17,805	33,250	25,078	-7,273
MEMBER MINISTRIES	0	7,005	8,550	3,536	3,469
MISCELLANEOUS	84	6,282	1,715	3,309	2,973
MORTGAGE PAYMENTS	0	49,360	75,800	48,095	1,265
OFFICE	441	9,584	14,700	10,214	-630
SALARIES	11,343	73,852	149,133	49,871	23,981
SALARY PASTOR	7,401	59,068	88,808	52,460	6,608
PASTOR BENEFITS	2,290	20,769	43,167	26,255	-5,486
STEWARDSHIP	0	1,333	2,500	956	377
UTILITIES	282	22,976	44,100	30,959	-7,983
WOMENS MINISTRIES	0	3,448	0	705	2,743
WORSHIP	222	7,369	13,425	13,453	-6,084
YOUTH & FAMILY	6,532	26,908	6,000	7,746	19,162
TOTAL EXPENSES	30,400	352,192	560,323	396,839	
NET INCOME	4,121	(55,713)		(83,204)	

NOTES:

We averted going into our Line of Credit for the time being only because we delayed paying about \$2,800 in bills normally paid by month-end, and the bank credited us with \$4,068 they over-charged us in July. This also explains the zero for the mortgage payment this month (the credit cancels the

Executive Committee / Council Report for August 2015
Submitted by Toni Palmer, Vice President, on September 1, 2015

1. I volunteered for Family Promise. My 10 year old daughter, Grace, spent most of the evening playing with the children. They all got along so well. I had some good discussions with the three mothers that were our guests. I am so pleased that CTK has welcomed this wonderful program.
2. I attended the council meeting held at PJ's house. Thanks to our hosts PJ and Kim!
3. I attended the Council Feedback Forum. I received both positive and negative feedback from members. I am curious to know whether or not the negative comments heard by council members came from a handful of people or a larger group. We need to consider each member's comments. I am hoping that all members that participated in person and in writing will feel like they have been heard.
4. I attended the Brewer outing. Even though it was a drizzly day, I think that it was a big success. It was nice to see the three churches as well as the men from Serenity Inn socialize so well with each other. Thanks to Bunny and Rick for all of their hard work in organizing this event.
5. I am formulating a nominating committee for next year's open Council positions. Sue Ettmayer has agreed to be on the committee with me. I have reached out to several other members and am waiting to hear back.

COUNCIL COMMITTEE REPORTS

Personnel Committee: Linda Hamilton
Personnel Committee

Volunteers have been scheduled for Friday mornings 9 a.m. – 12 noon through October.

Discussed evaluations for Juanita, Kathie and Art. We need to receive signed evaluations by these employees from Pastor Jordan.

Evaluation by Pastor for Jill Vento needs to be completed.

Discussion of who is responsible for substitutes when employees are absent (Pastor, Jill, etc.)—Worship/Personnel?

Personnel had a joint meeting with the Worship Committee. It was decided that beginning January 1, 2016, flowers would be discontinued from Sentry. Worship Committee will make announcements in that regards. It was also determined that Stephanie's position (band, Sojourner accompanist) would not be replaced.

Pastor Jordan and I recently met with Art Jaehnke. He has accepted the position of accompanist for the second service with a minimum of three Sundays per month (those Sundays that the choir/bell choir perform) and possibly others as well.

The great hall and entrances will not be professionally cleaned and waxed this year. Our custodian has been informed of this; they are not responsible for waxing, just cleaning the floors. They will meet with John Ravaris to learn how to use the cleaning/buffer machine.

An exit interview was conducted via email for Stephanie Luedtke.

Submitted by Linda Hamilton

Building & Grounds Committee: Kirk Carlson
Property and Grounds report - September 2015

The Boy Scouts are looking for some closet space. Does anyone have any ideas where we can eliminate any stuff that has been stored in a closet downstairs that is no longer needed?

We will be contacting Just Service, our HVAC service provider to discuss eliminating or reducing our current contract. We have had the same contract for 2015 and 2014. We are very happy with their work but feel that this may be a good place to trim our budget. Over the years that I have been with Property and Grounds, we have gone for long periods of time without a professional service provider. During those times, we did not experience any perceived problems or expenses that could have been avoided through the assistance of the professionals.

We are investigating a wet wall in one of the classrooms occupied by All God's Children. This is a recurring problem that has been going on for years. While we are investigating, we have repainted the area with water proof block paint.

Respectfully submitted,

Kirk Carlson
Property & Grounds

Worship and Music Committee: Jeff Roth
No written report.

Youth Report: Samantha Sternemann & Kristy Chesny
No written report.

Fellowship Report :
No written report.

Audit & Budget: Len Caccesse
No written report.

Jon requested that we need to set up an endowment committee. Or could this be a part of the Audit & Budget Committee?

Education: Ruth Beiler & Joanna Ravaris
No written report.

Membership Ministry: Robin Weiss & John Ravaris

No written report.

Stewardship Committee: Jon Kilmer

STEWARDSHIP REPORT

SEPTEMBER 8, 2015

STEWARDSHIP MEETING DATED 8/24/15

After researching our giving data base year to date, it is generally concluded that our giving units are down while the amount being given per giving unit is up. Some of Meredy's preliminary research through July showed giving units down about nine percent as compared to last year, while the Treasurer's Report through August, 2015 shows that regular contributions (excluding Maintenance to Missions, youth and other income) are about the same in the year to year comparison.

Worship service attendance may be a factor in regular contributions lagging behind our increase in expenses. Members not regularly attending for a number of reasons may not regularly give unless they are enrolled in an automated program like Simply Giving. Stewardship has presented a couple of Simply Giving Mission Moments at worship services this year, and has made mention of the program in church newsletter articles. Stewardship plans on continuing to highlight the Simply Giving program again this fall, and will look into providing other online giving venues similar to online bill paying for those planning on being absent.

A presentation along with an appeal will be made to the congregation this month highlighting our current treasury situation.

October 25th will be Stewardship Sunday. That Sunday was chosen in part because the Green Bay Packers do not play, and it fits into the Youth and Family theme for the month of October. Plans include one worship service that Sunday with a guest pastor, followed by a catered brunch in the great-hall and a guest speaker. All Saints Lutheran Church in Wales will be assisting with the food service in exchange for CTM members' assistance at their Stewardship Sunday planned for later in the year. More information will be disseminated in the October Advocate, and Sunday morning A Planned Giving emphasis will be made sometime after Stewardship Sunday. January An update to the Time & Talent survey is being worked on and is expected to be rolled out in October. Survey Monkey will be used for updating Time and Talent data from An Endowment Committee needs to be setup and CTK's Gift Acceptance Policy needs to be reviewed. Stewardship will be giving attention to both of those tasks.

Respectfully submitted.

Jon Kilmer, Stewardship Chairman

Motion for Acceptance of the Council Committee Reports by Kirk and seconded by Norb. Motion carried.

Old Business:

Sunday service music - Discussion tabled for now until personnel meets

Financial status – Discussed earlier with Treasurer’s report

Council Feedback Forum Summary - The council members present discussed all the items that were forwarded to the individual council members and collected and summarized by Rick. The items discussed at this meeting were:

-To improve communication between council and congregation.

-Communion can be held at the railing once a month on the first Sunday with real bread broken by the servers.

-Kyrie Leison means Lord Have Mercy, Christ Have Mercy, which will be put in the bulletin.

-No staff are available right now for working screen in sanctuary. It is also a financial issue if we want to use the right software. Ask Donna and/or others for help with this? (Discussed as a want for the future.)

-Is the length of the service too long? Discussion resulted with a note to table this for a future meeting.

-How is music for service chosen? Pastor chooses hymns related to the sermon. A request was made for more familiar hymns.

-Add more variety of music in service. This is limited by budget. Can we look into getting volunteers to share their music on Sunday?

-Membership is down. Pastor, Rick and John will work on this. Can we get a list of names and follow up with them?

-More planning and promotion is needed for events. For advertising, print is very expensive. Do we need to continue with paying Ron Sonntag monthly for putting in advertisements in the Lake County Reporter? Linda commented that there was nothing in the paper again. Rick will discuss with committee.

-Contact synod office for advice on what other churches are doing. Follow up with Office for Research and Development in Synod.

-Better advertise and describe positions within the church. Nominating committee will work on this.

-Need more volunteering. Ask congregation more and put clipboards for signups around the church.

-Rick discussed relaying this information back to the congregation with a summary and plan additional forums as necessary.

-A request was made to add the monthly Council Meeting Minutes to our website. Pastor said that he could set that up until Jill was trained on that.

-Also Linda asked that we get rid of the carts.

New Business:

Guest Addressing Council:

Donna Finch spoke to the council with her concerns and comments about members leaving the church. Her suggestion was to make a plan, tell the congregation of the plan, and ask for patience as we implement the plan. She also offered her help in this matter.

Motion for Adjournment:

Norb moved and Kirk seconded. The meeting was adjourned at 9:10 pm.

The Council closed with the Lord’s Prayer.

Respectfully Submitted,

LeeAnn Quinlan

Council Secretary

Next Meeting: October 13, 2015

Refreshments and Devotions: Norb Steinbach