

# ROSEVILLE LUTHERAN CHURCH COUNCIL MINUTES

Date: August 20, 2020, via Zoom

- 1) Call to Order by Mike Dolan at 7:00 pm.
- 2) Devotional / Shared Prayer lead by Joe Zeigler
- 3) Quorum established.

Members present: Heather Awad, Carrie Hefte Hanton, Mike Dolan, Jessica Henry, Scott Roste, Mike Tostengard, Dave Werner, Joe Zeigler

Members absent: Mary Peterson

Others present: David Booms, Laurel Hofeldt, Diane Sell, Lauren Wrightsman, Rebecca Field, Heidi Larson, Kevin Hanson

- 4) Approval of Agenda

Motion to approve by Jessica Henry. Second. Approved unanimously.

- 5) Approval of prior month's minutes

Motion to approve by Dave Hanson. Second. Approved unanimously.

- 6) Monthly Staff Reports

- a) Finance - Laurel Hofeldt [2]
- b) Senior Pastor - Lauren Wrightsman [3]
- c) Church Administrator - David Booms [5]
- d) Volunteer and Care Ministries - Diane Sell [8]

- 7) Committee Reports

- a) Mission & Outreach- Heather [10]
- b) Endowment - Carrie
- c) Children- Mary [11]
- d) Youth & Family- Mike T.
- e) Adult Ed- Dave W.
- f) Christian Life- Scott
- g) Nominating- Joe

- 8) Items for Discussion

- 9) Upcoming dates

August 23, Annual Meeting via Zoom, 10:00 am

September 17, Council meeting, 7:00 pm

- 10) Adjournment

Move to adjourn by Joe Zeigler. Second. Approved.

- 11) Closing prayer

[#] indicates page number of report in addendum.

## August 2020 Council Report

Laurel Hofeldt, Director of Finance and Data

- 1) Action Items in Progress / Pending
  - a. June month-end and 2019-2020 fiscal year reporting is still in progress. We ended the year as follows:
    - i. Receipts were (\$86,712) or 5.1% below budget
    - ii. Expenses were (\$46,410) or 2.7% below budget
    - iii. Net Deficit was (\$40,303) or 2.4% below budget
  - b. July month-end closing and reporting is pending. Preliminary numbers indicate that July offering is ~ (\$5,600) or 6% below budget.
- 2) Action Items Completed
  - a. Budget 101 Q&A session was held via Zoom on August 12<sup>th</sup> as a precursor to the Annual Meeting. Those in attendance submitted questions in advance and were given a detailed presentation of the proposed operating budget for the 2020-2021 fiscal year. Good conversation and questions from our most “numbers-focused” members!
  - b. A streamlined presentation of the proposed operating budget is complete and ready for discussion this Sunday at the Annual Meeting.
- 3) Council Action needed: Please register in advance to attend the Annual Meeting on Sunday, August 23 at 10:00 a.m. Encourage committee members, friends and family who are voting members of the congregation to register and attend the meeting also. A quorum of 100 is needed to vote on the budget and lay leadership nominations.

From: Pastor Lauren Wrightsman  
To: Council  
August 2020

**Meeting link for Council on Thursday, August 20 at 7:00 p.m.**

Join Zoom Meeting

<https://us02web.zoom.us/j/88947876111?pwd=Q0tqMlIWL0h5Y3dLNjZlEeXFFN1B2UT09>

Meeting ID: 889 4787 6111

Passcode: 882434

**COVID-19**

We continue to follow CDC recommendations, MN Dept of Health recommendations, as well as seek guidance through the policies set in place by the Governor's office. As of August 14th we are in Level 2 or RLC's leveled approach to reopening. We are making plans to open up for in-person worship on a very limited basis.

This is, of course, a fluid situation and we will keep you, the council and congregation, informed as to what phase of the plan we are in.

**Worship – Fall schedule**

- 1<sup>st</sup> Sunday: online only
- 2<sup>nd</sup> Sunday: online and drive-in worship with Holy Communion at 9:00 and 10:30 a.m.
- 3<sup>rd</sup> Sunday: online and in person worship at 9:00 and 10:30 a.m.
- 4<sup>th</sup> / 5<sup>th</sup> Sunday: online only

Services (online and in person) will include videos for Storytime as well as added content for our fall series "40 days of community."

This schedule allows us flexibility in moving forward during the frequent updates on health and safety guidance.

**Interim Associate Pastor**

In consultation with Bishop Patricia Lull (SPAS – ELCA) and the Executive Committee, we are pausing in our search for an Interim Associate Pastor. The next few months will be a time of discernment as to how we will be moving forward.

**Director of Development**

We will begin our work in interviewing for this position in September 2020

**Constitutional and By-Law Review**

Will begin their work in September 2020. Task Force members include:

- Pastor Lauren Wrightsman
- Diane Sell (staff)
- Director of Development (when hired)
- Greg Johnson (Endowment)

- Carrie Hefte-Hanton and Scott Roste (Council)
- KJ Bach, Stacy Nealy and Christopher Gehrz (lay members)

### **August Series**

We are half-way through our small group conversations centered on the 1966 documentary "A Time for Burning." If you haven't had the chance yet, please watch a taped conversation with some of our youth about the issues of race and injustice. The video is now uploaded to YouTube. The link is here:

[https://youtu.be/Tef6Z\\_MNT0E](https://youtu.be/Tef6Z_MNT0E)

### **Fall Series**

Our fall series, "40 days of Community" will involve elements in worship, children's education and small groups. We will be using a hybrid of Bill Hybel's book study "40 days of Community" and our own resources.

### **Speaker Series: "Hope in the Healing"**

Throughout the past month I have hosted various conversations with community and church leaders, musicians, poets and others. These will be aired as a podcast starting the week of September 13<sup>th</sup> on Fridays. There will also be a small group discussion component on Sunday evenings at 7:00 p.m. online.

**September 18: Angela Denker** - ELCA Pastor, and author of [Red State Christians: Understanding the Voters who Elected Donald Trump](#)

**September 25: Joe Davis** - Local poet, educator and author

**October 2: Dr. Michael Osterholm** - Director of the [Center for Infectious Disease Research and Policy](#) at the [University of Minnesota](#) and activist for prairie land restoration

**October 9: Jesus Lucero** - Policy and Organizing Coordinator in Faith Communities for OutFront MN

**October 16: Jamey Johnson** - District Leadership Specialist in the Roseville School District and founder of Visioning You Life Coaching.

**October 23: Fardosa Hassan** - Augsburg Muslim Student Program Associate and Assistant Director for Interfaith at Augsburg: An Institute to Promote Inter-Religious Leadership.

**October 30: Ken Medema** - nationally acclaimed singer/ songwriter and musician

**November 6: Mark Hanson** - former presiding bishop of the ELCA

### **Congregational meeting (nominations) and Annual Meeting**

Annual meeting is scheduled for 10:00 a.m. on Sunday, August 23<sup>rd</sup> on zoom. Please connect and invite all members of your committees. Register here at: <https://www.rosevillelutheran.org/annual/>

## Monthly Report of Administrative & Support Staff

Submitted by Dave Booms

August 12, 2020

### **Administrative Staff**

Summary of activities that have occurred since the last monthly report.

- Working with Jen on re-formatting and editing the Pre-school and Childcare House handbooks.
- Putting up signage regarding Covid safety procedures through the building
- Designing, Printing and mailing monthly devotions to our homebound members
- Creating various registration forms within Shelby/Arena and Google for upcoming events
- Learning new tech in order to produce slides and announcements for worship and common areas
- Informing families about baptism options and assisting in scheduling and preparing for baptism services
- Maintaining/updating the shelby database with member changes
- Assisting Diane with Coffee/donut deliveries by connecting with the facilities, managing volunteers, ordering supplies, and picking up coffee.
- Managing visitors to the office, directing calls, screening visitors for health and safety
- Helping CYF staff with incoming information regarding Carryout Camp and the Yard Tag game.

Summary of upcoming events, or issues that the church council should be aware of:

- Assisting with/participating in A Time For Burning Discussion Groups
- Actively helping prepare for the August 23rd worship service and the Annual Meeting
- Working with CYF staff for fall registrations

### **Communications**

Summary of activities that have occurred since the last monthly report.

- Worship video coordination with worship leaders, musicians, videographer, online resources of YouTube, FB, Website, and CTV Cable
- Devotionals designed and posted to website, eBlast, and Facebook.
- Increased Website and Facebook editing, preparations for Fall.
- Annual Report completed and mailed.
- Sept-Oct-Nov TABLE in production.
- Stewardship for All Seasons - Cohort meeting with consultant
- Designed and ordered indoor banners/signage for COVID safety measures, masks, etc.
- Coordinated online staff farewell page for Pastor Sara.

## Monthly Report of Administrative & Support Staff

Submitted by Dave Booms

August 12, 2020

Summary of upcoming events, or issues that the Church Council should be aware of:

- Considering options for enhanced worship recording technology.
- Looking into website re-fresh, template update.
- Working with Pastor Lauren as editor for her upcoming podcast series for September and October.
- New page designed on website: [www.rosevillelutheran.org/forum](http://www.rosevillelutheran.org/forum) for our online adult education videos/lectures, Pastor Lauren's podcast, etc.
- Participating with all the other staff in the preparations for our Annual Meeting and potential in-person worship services.

### **Hospitality**

Summary of activities that have occurred since the last monthly report:

- Continuing to deliver donuts to the specific health care providers in the area, this gesture of kindness was finished the 1st week of August.
- Working out ways to safely serve food at funerals
- Shields have been delivered and we will start the process of seeing how this can be used to our best advantage.

Summary of upcoming events or issues that the church council should be aware of:

- I have been able to see how some buffet service has been done and will work on a safer and more efficient way to be able to serve our guests.
- The Health Department will do a complete inspection of the kitchen, Aug 17, so when we are ready to start serving we will be in compliance.

### **Facilities**

Summary of activities that have occurred since the last monthly report:

- Thompson flooring removed carpet and laid new flooring in the main lobby.
- A new breaker was installed for the kitchen freezer. (kept tripping)
- A new water heater was installed in the 55 wing. The old one was 30 years old and leaking.
- Remote unlock for security doors installed.
- ROTC and Keystone used parking lots for food drives.

## Monthly Report of Administrative & Support Staff

Submitted by Dave Booms

August 12, 2020

- Lively landscapers did a plan for plantings around the campus. They also did a number of small landscaping jobs that will help in water mitigation around the building.
- A purchase of a new floor burnisher was made. The wheels on old one deteriorated and no parts were available to repair it. (it was 25+ years old)
- We provided some assistance in the ground work and assembly of the gazebo at the daycare facility. Most work was done by the scout troop.
- As always, there were a number of jobs around the campus that were addressed.
- Greg is working on windows on the original Worship Center. Glazing, scraping, priming and painting them.

## **August 2020 Council Report Diane Sell Volunteer and Care Ministry**

**Small Groups update for September:** I am currently working behind the scenes on getting small groups for our September sermon series on “40 days of Community”. We have almost all facilitators coming back to be a part of zoom small groups again. We are gaining 2 new facilitators and bumping up our group size to 15.

**GriefShare:** RLC will be hosting 2 “Surviving the Holidays” 2-hour sessions on November 7<sup>th</sup> and December 5. I will be leading these. This session is open to the community; however, we will follow guidelines in place for the number of people allowed with Social Distancing.

**Summer Worship volunteers:** We are gearing up for our LIVE Worship service on August 23<sup>rd</sup> followed by our Annual Meeting. We are using our staff and council as our volunteers for this service. Depending on how this goes we will move forward with Volunteer Worship needs in September. Stay tuned!

**Care Team Memorial Service August 17:** every year the Care team has worked with Pastor Rolf to have a time of “remembrance” for all those we lost in the past year. Many of these people had Care Team members serving them. This gives the Care Team members a time to be together and hold a service of remembrance. This year we will be doing this in a Covid friendly way at RLC on the grounds outside. Connie and her team are providing box lunches for the team and people will be bringing their own chairs.

**Donut and Coffee deliveries this summer.** This Covid 19 ministry has reached out to 12 care facilities that our members are living in and serving over 350 employees. August 6<sup>th</sup> was our last delivery for now. Each facility has now received this gift of kindness 2 times.

**Mini Dramas for Worship series “40 Days of Community”:** For the purpose of adding a new element to Worship this fall I have been working on 3 minute dramas that will be recorded with RLC volunteers. These will be shown during the 6 weeks online during the Worship Service.



**M&O team:** I will now become a staff presence on this team to be a conduit to the staff. I also will serve on this team to help with our volunteers in these areas.

**ONAM:** I will now become a staff presence at this group to help with the Volunteer element and encourage projects that will could come out of this group.

Respectfully submitted,

Diane Sell

## **Mission and Outreach August 2020**

Paster Lauren and staff member Diane Sell have joined M&O with Pastor Sara's departure.

We reviewed project teams: partner contacts, M & O leaders, RLC leaders.

### **Action items:**

Is there a critical immediate need for school supplies for children or teachers in Roseville Area Schools that RLC can meet?

The RLC Bridging Team needs to expand.

Current needs from council: none

## **Our Neighbors and Me August 2020**

A Time For Burning film discussions are underway via Zoom, moderated by RLC staff, with Our Neighbors and Me and RLC Council members distributed throughout the small groups.

RLC staff member Audrey Dontje Lindell will be joining ONAM.

Current needs from council: none

Respectfully Submitted,  
Heather Awad

# Children's Ministry Advisory Board

**Meeting Date: August 14, 2020**

Gena, Kelli, Julie, Abby, Katie, Bryan & Mary

## Children's Ministry Updates

- Program calendar – no in person meeting until January at the earliest
- Worship toolkit - RLC kids (new logo) bags are being created for 3 year olds – 6<sup>th</sup> grade. Bags will contain a bible, cross, wand with ribbon, cup and artificial wafer. Bags will be made available via online registration and delivered during 9.13 drive in service plus some other dates tbd. Storytime will become integrated into online worship beginning in September. Symbols will appear on screen to prompt use of tools that are provided in the bags.
- Bags are being funded via – gift from Barb & Marj Kuhl, Judy Guetzkow memorial and two Thrivent grants totaling \$500. A suggestion was made to add donation button to website as parents & congregants may wish to donate as well.
- Bibles
  - 3 year olds – 2<sup>nd</sup> grade will receive Sparks bibles
  - 3<sup>rd</sup> graders will receive Adventure bibles. Online learning for introduction to the Adventure bibles.
  - 4<sup>th</sup> – 6<sup>th</sup> graders will receive Adventure bibles if they haven't received already.
- Optional add on activities – as the program year progresses, we would like to supplement the fall toolkits
  - Devotions
  - Prayer styles
  - Messages (post on mirror, light switch)
  - Google slides
  - Flip grid
- Service activities
  - Adopt a Senior – share cards, pictures
- Budget – Julie shared the most recent budget. A quarterly review & approach to budgeting will occur this year for all ministry teams.
- Closing prayer