Date: April 11, 2019

1. Call to Order

*John Shardlow called the meeting to order at 7:00 pm*

1. Devotional / Shared Prayer

*John Shardlow opened the meeting in prayer.*

1. Establish a Quorum
   1. Members present: *Dave Werner, Stacy Nealy, Mike Tostengard, John Shardlow, Mike Dolan, Jessica Henry, Beth Jacobson, Mary Peterson, Tom Lund*
   2. Members absent:
   3. Others present: *Pastor Lauren Wrightsman, Pastor Sara Spohr, Dave Booms, Laurel Hofeldt*
2. Approval of Agenda

*A motion to approve the agenda was made by Mike Tostengard and seconded by Mike Dolan; it was approved unanimously*.

1. Approval of March minutes

*A motion to approve the March minutes was made by Stacy Nealy and seconded by Mike Tostengard; it was approved unanimously*.

1. Monthly Reports
   1. Finance

*Laurel Hofeldt shared two stories of generosity and reviewed last month’s finances. Laurel provided an overview of the draft budget for the upcoming fiscal year. This was solely for the purpose of introduction and initial conversation. Council will revisit this subject multiple times in the coming months. Laurel’s written report begins on page 4.*

* 1. Staff
     + 1. Pastors
          1. Senior Pastor – Pastor Lauren Wrightsman

*Pastor Lauren’s written report can be found on page 5.*

*Tom Lund requested information on the childcare house; this subject was tabled for future discussion.*

*Council Members: please email or call the groups you liaise and invite them to the CCC event.*

* + - * 1. Associate Pastor – Pastor Sara Spohr

*The interview process is going really well – more info to come soon!*

*Pastor Sara’s written report can be found on page 6.*

* + - 1. Church Administrator – David Booms

*If you are available to serve as a greeter or an usher on Easter Sunday, please contact the church office.*

*The full written report from Dave and his team begins on page 7.*

1. New Business – review and approve slate of candidates for 2019/2020 leadership positions

*Representing the Nominating Committee, Jessica Henry shared the following list of candidates for 2019-2020 leadership positions; a motion to approve the list was made by Mike Tostengard, seconded by Beth Jacobsen, and approved unanimously.*

***Mission & Outreach****:*

*Alicia Sandy*

*Dave Tetzlaff*

*Kris Olsen*

***Youth & Family Ministry Team Chair****:*

*Lillian Wassell*

***Nominating Committee****:*

*Carol Solie*

*Jake Von De Linde*

***Council Members****:*

*Carrie Hefte Hanton*

*Heather Awad*

*Scott Roste*

***Council Vice President****:*

*Joe Zeigler*

1. Committee Reports
   * 1. Mission & Outreach

*Tom Lund’s written report begins on page 12.*

* + 1. Stewardship

*Stacy Nealy shared that this committee is directing their focus to Praise RLC planning efforts; communication schedules and strategies are being finalized – ramp up will begin a month before the event. The team is looking for a family who would be willing to donate a week at their cabin, notify the Incentive Team if interested. Stacy is also looking for volunteers to help the FUNdraising Team during the day on May 19.*

* + 1. Children

*Mary Peterson shared that volunteers are needed to support the upcoming garage sale. Mary will send the SignupGenius link to Council Members – it’s also available on RLC’s website. Mary’s written report begins on page 13.*

* + 1. Youth & Family

*Mike Tostengard reported that things are running smoothly and reminded Council members that the garage sale is coming – save your stuff to donate to the sale! Mike’s written report begins on page 14.*

* + 1. Adult Education

*Dave Werner reported that this team’s meeting was cancelled due to weather.*

* + 1. Christian Life

*Beth Jacobson reported that Restaurant Week is off to a good start; the planning team is focused on developing content for the upcoming issue of The Table.*

* + 1. Nominating

*(see New Business section above)*

1. Items for Discussion

*No new items were brought forward for discussion.*

1. Upcoming dates

*The next Council, Committee, and Chairs meeting will be held on May 16, 2019 at 6:30 pm.*

*Council’s meeting will follow at 7:30 pm.*

1. Adjournment

*The meeting was adjourned at 8:10 pm.*

1. Closing Prayer

*Pastor Lauren Wrightsman led the Council in the Lord’s Prayer.*

From: Laurel Hofeldt, Director of Finance & Data

To: Council

April 9, 2019

1. Action Items in Progress / Pending
   1. 2019-2020 Budget draft will be presented at the April meeting for discussion and a budget conversation will be held on May 16 at the CCC event.
   2. Planning continues for pRAISE RLC to kick off May 19th.
2. Action Items Completed
   1. External audit with Georgia Akins, CPA of Akins Henke & Company has been completed. Copies were distributed to Council in March and are available in the church office by request.
   2. DRAFT March Month-End Summary and Statement of Operations are attached. Final reports will be sent prior to the meeting.
      1. Operating Fund Total Offering year-to-date is $59,164 higher than last fiscal year-to-date. It is still $27,489 below our year-to-date budget, however the increased general offering over last year means that our budget gap has been reduced by approximately $38,000. Expenses year-to-date are $33,476 below budget.
      2. Actual net operating deficit of ($31,293) is $8,697 less than our budgeted net deficit of ($39,990).
   3. Thank you to all Council members who attended the Budget 101 session on April 7 to get a deeper understanding of the operating budget and the budgeting process.
3. Questions for the council to address. Do any require council vote?
4. Other comments: Stories of Generosity
   1. March Food Drive – A check for just over $5,000 was sent to Keystone Community Services to support the local food shelf. Keystone is able to obtain a match for donations received in March, meaning that RLC helped to provide over $10,000 in cash to Keystone. Because they are able to buy $4 of food for each $1 donation, they will be able to purchase over $40,000 in food to assist those in need in the Roseville community.

FMSC - $6,600 in donations were received at the Wine Tasting fundraiser. With other donations received to date, RLC needs to raise an additional $7,000 to fulfill our $22,000 contract for the upcoming Mobile Pack at Incarnation Lutheran Church.

From: Pastor Lauren Wrightsman

To: Council

Date: April 2019

Action Items in Progress / Pending

**Lent, Holy Week, and Easter:**

* Preparations for Lent, Holy Week and Easter are in process and ongoing
* This season our Wednesday evening worship has been following the theme “One: Unity in a Divided World” – this is also the same theme that the Wednesday morning Bible Study has been studying. We have heard positive and encouraging words about the theme and how we have been asked to reflect on the ways of justice and injustice in the world in which we live and the community in which we serve.
* Holy Week is upon us as well as preparations for our Easter services.

**Staffing changes:**

* Sue Menier announced her resignation form her position as the Director of the Child Care House. After years of service, her last date with us will be June 7. We will begin a search for the filling of this position post Easter.

**Task Force updates:**

* Worship and Music Task Force continues to meet on a regular basis
* Development Strategy Task Force is being created and will begin meeting Fall 2019

**Coffee Area in Upper Commons**

* Please take a moment to look at the plans for the coffee area in the upper commons. There is space to give your feedback and suggestions

**pRAISE RLC – ONE Worship on Sunday May 19th**

From: Pastor Sara Spohr

To: Council

Date: April 2019

Action Items in Progress / Pending

**Lent, Holy Week, and Easter:**

* Our Lent series, ONE: Unity in a Divided World, has been going well.  This topic and the conversations it has evoked has been especially meaningful to our confirmation small groups as well as with 9th graders and their Lenten Mentors. People have been replying to questions each week about their experiences with injustice, unity, and healing - these responses have been moving.  We wrap up the series this week and move into Holy Week.
* During Holy Week there are many programs happening in Children’s Ministry.  We have our First Communion workshop on Saturday April 13, that is followed by a Seder meal for those students and their families on Maundy Thursday and then they will receive their first communion at the Maundy Thursday worship that evening.
* We have a Good Friday family worship service at 10 am the next morning.  This is an interactive service that allows children to hear the Holy Week story at their level.  Because they need to make up a snow day, the Roseville Lutheran Preschool classes will be with us for worship that morning as well.  I look forward to this collaboration.

**Youth Ministry:**

* I continue to work with our hiring team to identify a new Director of Youth Ministry for our church.  We are in the process of interviewing and have been excited about the quality of the candidates that have applied.
* In the meantime, Michael Jordan is working diligently with our Youth and Family ministry team to put procedures in place to make the transition seamless.
* The garage sale is coming soon.  This is a big fundraiser for our youth heading to camp.  We hope this fundraiser will generate the funds for each student to receive a $100 grant toward their summer activities at Roseville Lutheran.  This sale will also contribute to our need based scholarship fund, from which we award multiple scholarships each summer.

**Mission and Outreach:**

* The Mission and Outreach team is moving closer to our new structure.  We will transition to our new oversight team this summer with elected leadership and then move to our model of project teams working directly with our local and global partnerships.  We have submitted a budget for the coming year that reflects our intention to focus 70% locally, 10% globally, and 20% regionally. The team has made some difficult decisions to get to this point, but all are in agreement that it is making and impact in the community as well as in the faith lives of our membership and friends.



**Department Name: Administration**

Prepared By: Dave Booms, Church Administrator

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

* Coordinated rentals with eight (8) outside groups
* One funeral held & one in the planning stage
* Completed Workers Comp Audit
* Coordinating Easter Garden flower purchase and display
* Coordinating recruitment of volunteers for Holy Week and Easter
* Coordinating print production for Holy Week and Easter
* Working on Server replacement plan

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

* Coordinating a Funeral
* Holy Week & Easter services support
* Coordinating events/rentals with eight (8) outside groups and one (1) internal

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**Department Name: Facilities**

Prepared By: Bruce Pelava, Campus Manager

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

* Some sheet metal flashing is still not completed. We are not paying until completed. McPhillips waiting for the ground to dry up to use a boom lift.
* The lighting upgrades are complete and all loan documents signed and filed.
* The flickering lights in worship center have been remedied.
* The proposal from WNAV for the activity center sound and visual upgrade is ready.
* Roseville school district will be using our facilities for testing in May. Working on preparations. Tables, chairs, rooms. Logistics.
* Window replacement costs for the 55 building are in. Recommend to proceed with vendor selection to expedite any lead time to manufacture.
* New enclosure in activity center will be worked on after the school testing in May.
* Numerous small jobs and repairs underway or completed.

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

* Some security work on sensors and cameras are needed. Pricing is being worked on.
* There were some new leaks in the roof unrelated to the fall work. We will watch them closely.
* Julie Hanson will attempt to organize a “SPRING CLEAN UP” date and volunteer group.

**Department Name: Communications**

Prepared By: Daniel Pederson, Communications Manager

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

* Various meetings in support of pRAISE RLC: Generations. Video by youth produced and released (the designing of the logo by Grant H.)
* Video for Legacy Giving compiled and edited by Stephen, and released in support of April 7 Adult Ed event. Also sent in targeted email to those age 50+ in the congregation.
* Display prepared to illuminate the Coffee Cafe concept in the upper lobby.
* Lenten Devotional published through our website, direct email subscription, and FB.
* Logo design, and support materials for upcoming RLC Preschool 40th Anniversary.

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

* Active support for Holy Week, mailings, advertising, bulletins (Palm Sunday is April 14, Maundy Thursday  April 18, Good Friday April 19, Easter April 21)
* Continuing meetings and planning for pRAISE RLC. Scheduling posts and planning strategy, timing, targeting messaging, etc.
* Next TABLE deadline is May 1 for June-July-August.
* Stephen (and Youth!) working on future videos in support of pRAISE RLC, fleshing out our Instagram presence and working with youth to bolster participation through social media.
* Support for upcoming events including Garage Sale, RLC Preschool 40th Anniversary
* Logo design, and support materials for upcoming RLC Preschool 40th Anniversary.

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**Department Name: Hospitality**

Prepared By: Connie Marchio, Hospitality Manager

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

* Lenten Soup Suppers continue until April 10th.
* Rebecca’s Bible Study
* Funeral luncheon
* On-going till May 14-Osher Life Long Learning Inst.

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

* Palm Sunday Breakfast
* Vintage 4-H luncheon
* Luther Alumni luncheon
* Maundy Thursday meals
  + Prime Time
  + First Communion



Members Attending: Dot Probst, Cathy Nelson, Sue Metzger, Bruce Palava, Pastor Lauren

Bruce gave update on campus projects:   Carpeting in the Activity Center has been cleaned and will not need to be replaced at this time.  Bruce is getting bids for sound deadening panels   and for upgrading the AV equipment in the Activity Center;  he will build a new closet in Activity Center for storage.  RLC will be used for AP testing for the Roseville area high school….they will start May 6 and require several rooms with multiple tables.  This is another great opportunity for community involvement at RLC as well as helping with the budget.

Pastor Lauren took us on a mini tour:  we looked at the drawings for a coffee/meeting space in the Upper Lobby on display (very exciting to see the possibilities! There is also space for members to comment on design, etc.); we then viewed the Granlund sculpture’s placement in the Balcony.  We would prefer this to be displayed in a more prominent space and hope the Upper Lobby or some other space can be found.

*Marlaine will write the Endowment Proposal asking for $5700 for the Worship Center blinds.  The request is due May 1.*

Art Exhibits:  April/May will have a Karen Art exhibit which will coincide with Our Neighbor and Me program and Adult Ed in May.  The Design Team will provide a donation to the Karen group and weavers for the exhibit.  ***We will need to remove all weavings in the Commons hallway during the Garage Sale April 29 - May 4 and rehang them by Sunday May 5 when the weavers will be at RLC in the Upper Lobby giving a demonstration of their weaving.*** *Dot will submit a plan for the weaving presentation to Bruce..*

Thank you Dot for all your efforts to bring this exhibit to RLC.

Cathy suggested we take a look at the art on display through April/May at the St.Paul Monastery.  The artist is Jean Wright and the exhibit is titled “Seeking Understanding”  This is a great possibility for an exhibit for next year.  *Hopefully several of us will be able to visit the Monastery in St.Paul (Maplewood area).*

Cathy reported on several churches she visited to view chairs.  She went to GA in St.Paul; Christ Presbyterian in Edina; Bethlehem in Mpls; Christ the King in New Brighton.  We discussed the chairs she had pictures and specs.on.  Bruce suggested we look at [www.churchplaza.com](http://churchplaza.com/) for ideas as well.  Cathy suggested we go together to General Office Products 4521 Hwy 7  in St. Louis Park.  We need to research tables as well.  *Dot will talk with Eric Lagerquist about the size of tables appropriate for the Mezzanines as well as in the Upper Lobby area.*

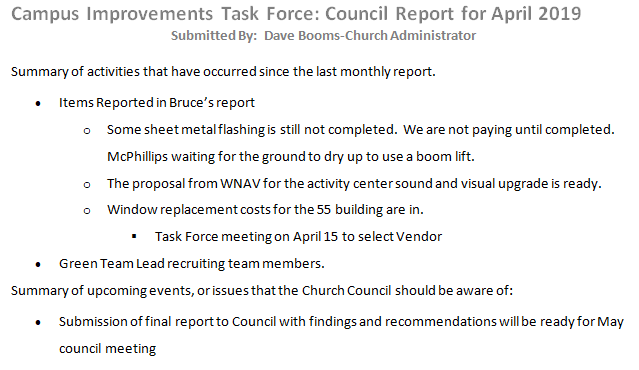
Sue reported on her discussion with Mike Dolan.  They discussed a proposal from council that the Design Team become a subcommittee of a soon to be formed standing committee for Facilities (name yet to be determined).  We would continue to meet separately but make recommendations to the Facilities Comm.  *Marlaine Maahs agreed to be the Design Team representative on this Facilities standing committee.*Our next task is to arrive at a dollar amount to replace chairs and tables in the north and south mezzaines to be considered in the new Facilities Committee’s budget for next year.

Next Projects: Table & Chairs in upper mezzanines cost estimate

                        Children’s Art in Activity Center

**Possible Dates to carpool to Office Products Warehouse:  April 15,17,18,22,23,24,25 Mornings.  Please email all dates you’re available to go to Office Products Whse.**

**Next Meeting:  MAY 2**



**ROSEVILLE LUTHERAN CHURCH**

MINISTRY TEAM AND COMMITTEE LIAISON REPORT

April 11, 2019

MISSION & OUTREACH

Prepared By: TOM LUND

**Date of the last meeting**: April 2, 2019

**Summary of topics discussed, and activities that have occurred since the last meeting:**

1. Keystone March drive was a success. Peanut butter, pasta, rice and hygiene kits.
2. Will contact Central Park principle to discuss a summer workday and plans for next year.
3. RLC is getting known for its focus on Central Park. Blurb on tutors in the latest district newsletter.
4. Pastor Sara will try to form a Tanzania scholarship leadership team to ensure the program continues to be successful.
5. FMSC fundraising is going well.
6. Proposed budget for 2019 – 2020 approved.
7. We will have a volunteer tree in the fall to make it easy for people to select a volunteer opportunity.

**Does the group have any questions, or concerns to bring to the Council? Is there anything the Council or staff can do to assist the group?**

Nothing at this time.

**ROSEVILLE LUTHERAN CHURCH**

MONTHLY MINISTRY TEAM AND COMMITTEE LIAISON REPORT

Date of Children’s Advisor Board meeting: 4.9.19

Committee or Ministry Team Name: Children’s ministry

Prepared By: Mary Peterson

Summary of topics discussed, and activities that have occurred since the last meeting:

* 2019-2020 budget will remain flat from 2019-2020 ministry year. There is some reallocation of dollars within the ministry team line items.
* Children’s Ministry survey – the team reviewed & aligned on questions for ministry survey. The survey will be sent out via survey monkey after Easter.
* Garage sale – volunteers are needed – many hands make light work!
* 2019 – 2020 fundraising ideas – the team brainstormed some possible fundraising ideas for next year.
* Audio/visual for the Activity Center – one estimate has been received. Julie will work with Bruce to obtain additional estimates. The bid that has been received is within the expected $$ range.

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

* April 13- First Communion Workshop 9-noon
* April 14- Palm Sunday palm parade during Storytime 9 and 11 worship
* April 18- First Communion Seder Meal and First Communion at Maundy Thurs. Service
* April 19- Family Good Friday Worship 10:00
* April 22-May 2 **Garage Sale Prep** Have you signed up on Sign Up Genius yet?
* April 28 and May 5 Intergenerational Events: RLC Sunday School
* May 3 & 4- **Garage Sale** Have you signed up on Sign Up Genius yet?
* May 11- VBS Work Day 9-2
* May 12- Last day of programming for this school year
* May 12- Intro to Luther League for 4th graders
* May 16 – CCC meeting
* May 19- One Worship at 10:00 to celebrate year and God’s blessings
* June 10-14- ROAR VBS @ RLC 9-noon
* July 9-11- Camp Salie Need male youth counselors and a Dad

Does the group have any questions, or concerns to bring to the Council? Is there anything the Council, or staff can do to assist the group?

* Garage sale - Volunteer your time & encourage others to volunteer as well. It’s easy to sign up & your support is greatly appreciated!

From: Mike Tostengard

To: Council

Subject: Youth & Family Ministry Team update

Hi all, the Youth and Family team met on Sunday, April 7 at 8:45 AM. MJ presented the proposed budget for 2019-20, which is substantially similar to the prior budget. He also reported on upcoming trips including: 1) Camp Hiawatha (48 youth, more needed); 2) Summer festival (7 youth); 3) Summer of Service (36 youth); Young Adult Boundary Waters (7 campers); and Boundary Waters (6 youth).

Invest in Our Youth reached a total of $12,978 ($11,325 was the goal). The overall goal of $18,600 was reached.

The garage sale is coming up soon, May 3&4, with donation collection starting Tuesday 4/23. Biggest volunteer needs are May 2,3, and 4.

Another topic for discussion is the upcoming end of the church van lease. One possibility is to purchase the van at the end of the lease, although no decision was made.

Upcoming needs discussed included the garage sale, and the need for more vacation bible school volunteers.

Finally, 4 candidate interviews have been held for MJ's successor. The next meeting is June 9.