

July 22 2021

- 1) Call to Order by Jessica Henry at 7:02 pm
- 2) Quorum established.
 - a) Members present: Rebecca Field, Kevin Hansen, Jessica Henry, Joe Zeigler, Heidi Larson, Mary Peterson, Scott Roste
 - b) Members absent: Heather Awad, Carrie Hefte Hanton,
 - c) RLC staff present: David Booms, Lauren Wrightsman, Rebecca Bedner-Faris, Chris Hagen, Laurel Hofeldt, Diane Strandquist Sell
 - d) Others present: Valerie Velde
- 3) Approval of Agenda
 - a) Motion to approve by Rebecca Field. Second. Approved.
- 4) Ministry Site Profile (MSP): next steps
- 5) Approval of prior meeting minutes
 - a) 6/17/21 - Motion to approve by Joe Zeigler. Second. Approved.
- 6) Monthly Staff Reports
 - a) Finance – Laurel Hofeldt [2]
 - b) Senior Pastor – Lauren Wrightsman [3]
 - c) Interim Associate Pastor – Chris Hagen [4]
 - d) Church Administrator – David Booms [5]
 - e) Volunteer and Care Ministries – Diane Sell [7]
 - f) Development – Rebecca Bedner-Faris [9]
- 7) Committee Reports
 - a) Mission & Outreach – Heather [10]
 - b) Endowment – Carrie [11]
 - c) Children – Mary [12]
 - d) Youth & Family – Kevin – no July meeting
 - e) Adult Ed – Heidi - no July meeting
 - f) Nominating – Rebecca
- 8) Items for Discussion
- 9) New Business
 - a) Council vote: proposed RLC budget for FY2021-2022
 - b) Motion to approved proposed budget by Joe Zeigler. Second. Approved
- 10) Upcoming dates:
 - a) Council meeting: August 19, 2021 @ 7:00 pm (Zoom)
 - b) Budget 101: August 24, 2021 @ 6:30 pm (Zoom, pre-registration required for attendance)
 - c) Annual meeting: August 29, 2021 @ 10:00 am
- 11) Headlines [13]
- 12) Adjournment
 - a) Motion to adjourn by Joe Zeigler. Second. Approved
- 13) Closing prayer

July 2021 Council Report

Laurel Hofeldt, Director of Finance and Data

- 2020-2021 Fiscal Year-End Summary:
 - The fiscal year ended on June 30 with a surplus of \$81,546.
 - Total offering was \$10,335 below budget. Note: This is after \$30,000 was transferred to restricted funds from pRAISE RLC for live streaming.
 - Total Receipts were \$93,150 below budget.
 - Total Expenses were \$174,696 below budget due to staffing vacancies and programming not having returned in-person to date.
 - Payroll Protection Program Loan #1 was 100% forgiven by the Small Business Administration on June 10th. The \$241,738 was included in our budget as Miscellaneous Income, and moved from a liability on the statement of financial position to income in the operating fund in June.
- PPP Loan #2 for \$251,567 was received in May and is expected to be forgiven in the 2021-2022 fiscal year.
- Employee Retention Credits (ERCs) for 2020 and 2021 are in progress. This involves filing amended 941 Employer Tax Returns with the IRS. My latest information indicates that refunds may take over a year to come from the IRS. The 2021 Quarter 2 941 will include the ERC refund calculation and will be filed by July 31, 2021.
- 2021-2022 Proposed Budget (to be presented for discussion and vote during New Business)
 - Actual numbers for 2018-2019 (the most recent non-pandemic year), 2019-2020 and 2020-2021 are presented for comparison.
 - This budget reflects a year of transition in the following ways:
 - Calling a new Associate Pastor
 - Transitioning the role of some current staff members
 - Opening back up to in-person ministry and outside groups. Both are expected to increase offering/receipts as well as operating expenses.
 - PPP Loan #2 forgiveness will again provide critical funding to support ministry expenses in the coming year as we transition out of Covid-19.
 - Pastor Lauren and Joe Zeigler are finalizing a narrative to present the budget at the annual meeting under the fall theme *Connect – Explore – Act*.
 - Budget 101 Q&A will be held Tuesday, August 24 at 6:30 pm via Zoom. Registration opens to the congregation on August 1. Please plan to attend if you are able.

1) Staffing

2) Task Force Work - See Pastor Chris' report for updates

CBTF (Constitution and Bylaw Task Force)

Ministry Site Profile

Inclusion Task Force

3) Community Conversations

- Budget 101: Tuesday, August 24, 2021 at 6:30 p.m. over Zoom. Pre-registration required

4) Annual Meeting

- Set your calendars for Sunday, August 29th at 10:00 a.m. (**Note new time!**)
- Will be held in the Worship Center

5) Change in worship hours: 8:00, 9:00 and 10:30 a.m.

Working with staff and committees to coordinate communications. Will be gathering under the theme: Connect - Explore - Act through the fall.

6) Continued work on 2021/2022 Annual budget

7) Planning for:

- RLC Reunion and Rally Sunday, September 12, 2021
- Stewardship - Fall Annual Campaign
- Oktobefest on Friday, October 15th

8) Council engagement and roll in communicating and supporting the mission and vision of the church

Interim Associate Pastor Report to Council

Chris Hagen

July 22, 2021

Constitution and Bylaws Task Force

CBTF has finished its drafting of changes for the time being. Next is presenting amendments to the congregation for question and comment, then calling a congregation meeting to vote on the amendments. Following a positive vote, the revised constitution and bylaws goes to the St. Paul Area Synod Council for approval. Upon their approval it is ready for RLC members to ratify at another congregation meeting.

CBTF work for a future time is creating bylaws for RLC's organizational structure.

Ministry Site Profile Task Force

MSP TF work is finished. The profile is ready to hand off to a future Call Committee. It is in draft form and needs to be edited and entered into the online ELCA form.

Next steps are to appoint a Call Committee and have the Call Committee initially meet with Bishop Lull or her rep to outline the call process. Council may officially disband the MSP TF with heartfelt thanks. The MSP TF might be asked to meet one more time with the Call Committee.

Reconciling in Christ Task Force (LGBTQ+ Inclusion Task Force)

The task force continues holding conversations with congregation leaders and members.

Other

- Funeral for Harland Thomesen, June 21
- Participating in the Inclusion TF conversations
- Took part in planning and leading *Services of Grief and Healing*
- St. Paul Area Synod Interim Pastors monthly colleague meeting
- With Bob Bergstrom, planning this fall's RLC Reads
- With Georgia Nygaard, planning two adult education classes for September
- Regular duties of worship, meetings, writing, follow-up tasks.
- Vacation: Aug. 24-31

July Monthly Report to Council

Date: July 12, 2021

Submitted by David Booms-Church Administrator

Administrative

- Attended National Church Business Administrators Convention'
 - Local chapter, of which I am VP, hosted.
 - Heard presentations on
 - New tax laws
 - Conflict resolution
 - Remote working
 - Employee self-care post covid
- Adjusting protocols and signage as Covid impacts change.
- Reopening church to outside organizations.
 - AA
 - Seniors exercise classes
- Beth began training for co-leading the Griefshare group in the fall
- Two baptisms and four funeral since last report
- Designed and prepared new lanyards and ID's for Ushers/Greeters
- Beth is now scheduling Kitchen/Hospitality volunteers for Connie

Communications

- Annual Report Deadline - July 12
- Sept-Oct-Nov TABLE Deadline – Jul 26, 2021
- We are now Live-Streaming the 9:00 am indoor worship service! New equipment is being obtained and installed. Sunday, July 11 featured a demonstration of our new camera's resolution. The link to watch may be found at all the same locations as our recorded videos, including our Facebook page, our eBlast, and our website, including "Sermons" and www.rosevillelutheran.org/worship/stream. This bumps our cable broadcast to Wednesday, Thursday, and Sunday (one week behind), due to the constraints of uploading the recording to the cable website portal.

July Monthly Report to Council

Date: July 12, 2021

Submitted by David Booms-Church Administrator

- Daniel is meeting with staff/lay leadership regarding communications for fall schedule, changes in worship and Adult/Children's programming. Also, planning for Rally Sunday, Sept. 12.
- Daniel is taking part in a 5-week webinar, "Hybrid Church" sponsored by the Saint Paul Area Synod (ELCA) and other church partners.

Facilities

- Interviewing facilities/grounds professional management firms
 - Target start goal is August 1st.
- Needed to make significant repairs and a compressor replacement to one of our boiler units
 - \$18,205.00
- Design and preparatory work underway for broadcast studio

Hospitality

- Resurmed beverage/snack service on Sunday mornings
 - Prepping for coffee service in the Commons and Upper Lobby
 - New coffee machine
 - Remodeling 2nd floor coffee service kitchenette
- Resuming funeral luncheons on July 23rd

July 2021 Council Report: Director Community Engagement and Care

New Title: This month I have been transitioning from Volunteer and care to Community Engagement and Care. This is how it shakes down!

Care Team update: Care Partners continue to meet with their members weekly. Some have been able to meet onsite again. Some hopes and dreams for this year include holding a blood drive when appropriate to do so. Our Care Partner luncheon will be held in the social hall on Saturday morning August 7th. We expect 40 in attendance.

Healing and Grief Services: our Community has suffered like our nation. Some grieve the loss of loved one, some grieve mental health issues or social issues. We all have levels of added stress by Covid and the nation's unrest. Along with Pastor Rolf Pastor Chris and Abby we have created 3xs to gather as a congregation for services of healing and grief. Our first was this past week July 14th. We had 22 people in attendance. We have kept the prayer stations up to advertise and as an invitation to our next service August 11th. We invite the council to join us!

Worship Volunteers update I am working with Tammy Heipple who will be heading up the Sunday morning volunteers. She begins the week of August 1. I will be sending out an email to all the Sunday morning volunteers and letting them know about the transition.

The Vibe: will now be under my umbrella of work. I have been working with Audrey to create a leadership team of 10th-12th graders who will be trained in Peer Ministry. These students will be chosen by myself and Audrey. The commitment will be 1 year for these students with the opportunity to re-up in the future. Out of this ministry we are long range planning a young adult group that will form out of this. This group will have young adult mentors. RLC will be contracting with Jamey Johnson and his LIT group for this part of our new VIBE group. These are young adults with a little more life experience out of the high school world. We have 3 different events planned with this LIT group and Jamey Johnson. In addition, we are looking to do a spring time urban plunge for this age group. So 3 components

In reach(mentorship) training (peer ministry) Outreach (urban plunge into MPS)

RLC Community Events work:

September 12 RLC Rally and Reunion

10am to 2pm at **Off-site gathering** at Central Park

"Foundation Shelter" on Victoria by Prince of Peace

Council people needed: if you can cook a mean chilli that you would enter into a chilli cook off contest! See Diane Sell immediately!

More news about this will be in the fall Table!

2nd event will be October Friday night 15th, 6:30 to 8:30pm. Ocktoberfest on the blacktop at RLC!

More information to come on this as well!

Mission and Outreach: I sit on this committee, please see report from Heather Awad regarding this.

Respectfully submitted,

Diane Sell

July 2021 Council Report by Rebecca Bedner-Faris, Director of Development

Introduction Meetings: I am reaching out to different members of our congregation to set up introduction meetings to get to know each other. If I haven't met with you already, I will be reaching out to schedule a time to connect. If you want to meet sooner than later, feel free to reach out to me first at rbedner@rosevillelutheran.org

2021 Fall Stewardship Dinners: I am excited to share that we will be hosting two stewardship dinners this fall, on September 28th and 30th. Paper Invitations and emails will go out by the second week of August. The purpose of these events are to thank our generous givers and to provide an update about how their gifts have sustained and increased our work at RLC and in the community. We will also share our plans for this next year. There will be time for feedback and questions too.

Rally Day: I am working with Diane Sell and the rest of the team on the planning for Rally Day. More information to come!

Endowment Committee: I continue to meet with the Endowment Committee to assist as they are in the process of updating their charter which will now include the development director position in various areas. I will be meeting with Inez Bergquist, Development Director at Central Lutheran Church Foundation, on July 21. I am looking forward to learning more about her role and any feedback she has for me around my expanded role on the Endowment Committee.

Ongoing Training: I signed up for a Generosity Workshop Series which includes free training sessions on the following topics over the next few months:

- Practical Ideas to Implement THIS Summer to Increase Your Giving
- Understanding Gifts of Cryptocurrency
- Communicating with All Types of Givers
- The Art of Activating Non-Givers In Your Church
- Uncovering Lids on Generosity in the Church
- State of Generosity Roundtable: Looking Ahead to a Strong Year-End

Shelby Training and Programming: I continue to work with Laurel on creating ways for us to best record and analyze giving information.

Strengths Finders: Diane Sell and I will be hosting a 2 hour strenghts finder training on August 17th, along with a birthday celebration lunch for those with birthdays in June, July, and August.

Mission and Outreach:

--We met with Pastor Lauren, who explained the Connect, Explore, Act model to the group.

--M & O has invited community partners and RLC lay leaders to gather in August. Julie Hanson will introduce the Connect, Explore, Act model to the group and explain how she plans to use it in her work. We'll brainstorm how this theme could work in other organizations for a theme for fall, as it relates to our RLC partnership.

--We would like to discuss finances at a future meeting so that everyone on M & O has an understanding of our giving budget. Dave Tetzlaff and Laurel currently follow.

No current council needs.

Respectfully submitted,
Heather Awad

Our Neighbors and Me

--Has been meeting by email over the summer, but will have an in person meeting in August, with Pastor Lauren joining.

--Fall plans for a book and workbook discussion on white privilege.

--Oct 2, 2021 Sacred Sites outdoor tour. 10 am-2 pm. All outdoors. \$20 per person for donation to Minnesota Council of Churches/Healing Minnesota Stories for the tour by Jim Bear Jacobs.

--No current needs from council.

Respectfully submitted,
Heather Awad

ROSEVILLE LUTHERAN CHURCH MONTHLY REPORT TO COUNCIL FROM ENDOWMENT COMMITTEE

Ministry Team or Committee name	Endowment Committee
Members present	
Date of Ministry Team or Committee meeting	No meeting held during past month
Report prepared by	Carrie Hefte Hanton
Date of Council meeting this report will be shared	7/22/2021

Summary of topics and activities that have occurred since the last Council meeting

1. During the first week of July, the Committee voted by email to approve draft of Endowment Charter.

The Endowment Committee requests that the Council approve the Endowment Charter.

Forward Focus:

The Committee will continue discussions with the Director of Development around various types of events that might be held to educate the congregation on the Endowment Fund and legacy giving.

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

None.

Does the group have any questions or concerns to bring to the Council? Is there anything that the Council or RLC Staff can do to assist the group?

Not at this time.

ROSEVILLE LUTHERAN CHURCH

MONTHLY MINISTRY TEAM AND COMMITTEE LIAISON REPORT

Ministry Team or Committee name	Children's Ministry
Members present	
Date of Ministry Team or Committee meeting	
Report prepared by	Julie Hanson
Date of Council meeting this report will be shared	7.22.2021

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

- We held a family VBS outside in June and while we didn't get the usual VBS attendance, it was very successful for those that attended. We had 20 families and 40 kids, 7 youth that helped with music and 3 other volunteers for storytime and presentation.
- We are deep into planning for fall and how to roll out our new Sunday morning format as well as the Wednesday night family service.

Forward Focus:

- **Fall planning**

Next meeting: Tuesday, August 24 6:30

Does the group have any questions or concerns to bring to the Council? Is there anything that the Council or RLC Staff can do to assist the group?

- None at this time.

Hi, Everyone,

Thanks for your time at the Council meeting tonight - here is the list of our meeting headlines:

- RLC's fiscal year ended on June 30; Laurel and her team closed out the books and reported that RLC finished the year with a surplus of \$81,546.
- Council voted to approve the preliminary budget for FY 21-22; the budget will proceed to a full congregational vote at the annual meeting.
- Speaking of the annual meeting, mark your calendars! It will be held in the Worship Center on Sunday, August 29 at 10:00 am.
- In the month of August, Council will seek people to serve on a call committee to find RLC's next Associate Pastor. More details will be coming soon.
- There are a few lay leadership positions that still need to be filled **very soon** - please reach out to a Council member if you are interested, or would like to suggest a name for consideration:
 - Council member (2 positions)
 - Endowment Committee (1 position)
 - Nominating Committee (2 positions)

Please share these headlines with your committees within the next few days.