

- 1) Call to Order Call to Order by Joe Zeigler at 7:03 pm via Zoom.
- 2) Quorum assessment - quorum established
  - a) Members present: Joe Zeigler, Val Velde, Mary Peterson, Kevin Hansen, Kris Olsen, Bill Metzger, Heidi Larson
  - b) Members absent: Linda Hanson, Rebecca Field
  - c) RLC staff present: David Booms, Lauren Wrightsman, Marty Wyatt, Rebecca Bedner-Faris, Laurel Hofeldt (staff)
  - d) Guests: Julie Henry
- 2) Approval of current agenda
  - a) Motion to approve by Mary Peterson. Second. Approved.
- 3) Approval of prior month's minutes
  - a) Motion to approve by Bill Metzger. Second. Approved.
- 4) Organ Task Force Update - Julie & Scott Henry
  - a) Julie Henry moved not moving forward with any fixes to the current organ at this time.
  - b) Task Force is researching used and new organs
- 5) Organizational Task Force Update - Lauren, Val
- 6) Inclusion Task Force Update - Pastor Marty - Page 2
  - a) Mary Peterson moved the approval of the draft Welcome Statement. Second. Approved.
  - b) Val Velde moved the approval of the proposed timeline. Second. Approved.
- 7) Monthly staff reports
  - a) Finance – Laurel Hofeldt - Page 3
    - Kris Olson moved to close the three unused checking accounts as Laurel presented. Second. Approved.
  - b) Senior Pastor – Lauren Wrightsman - Page 3
  - c) Associate Pastor – Marty Wyatt - Page 5
    - Festival for Change will September 9-10
  - d) Church Administrator – David Booms - Page 6
    - Linda Hanson moves to allow Dave to use funds as outlined to replace damaged carpets at RLC. Second. Approved.
  - e) Engagement and Care Ministries - Page 9
  - f) Development – Rebecca Bedner - Page 10
- 8) Committee liaison reports
  - a) Mission & Outreach – Kris Olsen - Page 11
  - b) Endowment – Bill Metzger - Page 11

- c) Children's – Mary Peterson - Page 12
- d) Youth & Family – Kevin Hansen - Page 13
- e) Adult Ed – Heidi Larson- Page 13
- f) Community Engagement – Linda Hanson - No Report
- g) Nominating – Val Velde - Page 14

**9) Items for Discussion**

- a) Preparations for Annual Meeting (August 28)
  - Responsibilities and expectations for budget, presentation, etc.
- b) July and August Council meetings on site at RLC

**10) New Business**

**11) Upcoming dates**

- a) Annual Report submissions due July 17
- b) Council meeting July 21, 7:00 pm (Room 40?)

**12) Headlines – Recap key communications messages for next 30 days**

**13) Adjournment**

- a) Mary Peterson moved to adjourn the meeting. Second. Approved.

**14) Closing prayer**

- a) Pastor Lauren conducted closing prayer.

**Diversity & Inclusion Report: Marty**

**June**

- June 23- Welcome Statement and Communication Timeline Approved by Council
- June 28-Inclusion Task Force Team meeting

**July**

- July 7-Bulletin Board/easel in commons
- Will include handouts with info: what is RIC? Our welcome statement, what does this mean? etc
- July 21-Have video produced and ready to view
- July 21- Website updates
- \_\_\_\_\_ - Welcome Statement Introduced to Mission and Outreach, ONAM, and Immigration
- \_\_\_\_\_ - Welcome Statement practice engagement sessions for representatives for August

**August**

- Representatives from Inclusion (and council) visit existing groups and introduce the welcome statement
- August 28-Show video during annual meeting

**September-Whole congregation presence and engagement**

June 23, 2022, 7:00 pm

- Sunday morning Q&A on Welcome Statement
- Thursday evening Zoom on Welcome Statement
- Wednesday evening in-person on Welcome Statement

RLC Welcome Statement Draft

Current Draft as of 6/21/22:

At Roseville Lutheran Church, we believe that every person is a child of God and beloved by God. Following Christ's example, we celebrate you in your entirety: your race, ethnicity, sexuality, gender identity, gender expression, age, abilities, and socioeconomic circumstances. We commit ourselves to undoing —internally, interpersonally, and institutionally— oppressive norms that divide us when Christ calls us to join together. We commit ourselves to the work of authentic welcome, hospitality, racial equality, and social and economic justice for all as we carry out our congregational mission to “Love God and Love Neighbor.”

October

- Vote to affirm our commitment to our welcome statement and RIC
- We suggest October 9 or 16

### **Ministry: Director of Finance and Data**

Date: 6/23/2022

Prepared by: Laurel Hofeldt

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns.

- May Month-End Financial Summary and Statement of Operations are attached. Fiscal year-to-date receipts are \$234,541 below budget and YTD expenses are \$201,197 below budget, meaning we are \$33,344 behind our expected financial position as of May 31st.
- PPP Loan #2 was fully forgiven on 6/21/22 in the amount of \$251,567. June financials will reflect moving this amount from the balance sheet as a liability, to miscellaneous income in the operating budget. The 2021-2022 budget included \$250,000 as miscellaneous income in June.

Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?

- The 2021-2022 fiscal year ends on 06/30/2022 followed by annual financial reporting.
- The 2022-2023 budget process is under way. A budget draft will be presented at the July Exec and Council meetings with final approval at the August Council meeting. The congregation's Annual Meeting to approve the budget is scheduled for Sunday, August 28 at 11:30 a.m.

June 23, 2022, 7:00 pm

- Continued work on calculations and revised 941 payroll tax returns to request Employee Retention Credits from the IRS.
- Continued work on the Database Update. Next step is to send letters to those who appear inactive, those who are active but have not yet updated their information, and those who do not meet the constitutional requirements to be members.

Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time?

Request Council approval to close three dormant checking accounts at North Star Bank:

- PPP checking account
- Child Care checking account
- Nursery School checking account

#### Senior Pastor Report - June 2022

##### 1) Staff

- a) Julie's last day was May 31st, celebration of her ministry was Sunday, June 5th at outdoor worship
- b) Abby's last day is July 15th, her celebration will be Sunday, June 10th
- c) Childcare House / Preschool: 2 preschool staff have announced their resignations at the end of this year (May 2022). Looking to fill 2 spots in Childcare House
- d) Will be moving forward with hiring a Facilities Manager / Lead Custodian

##### 2) CYF Call Committee

###### a) Call Committee:

- i) The Call Committee received names on Monday, June 20th. Interviews are being scheduled. First interviews will be held over zoom. 2nd interviews will be held in person
- ii) Please continue to pray for the work of this committee

##### 3) Organ Task Force

###### a) Continuing their work and conversation

##### 4) Organizational Task Force - Doing GREAT work

- a) They are working with our consultant, Mary Frances, on the reorganization for our bylaws. It is exciting work and I thank the entire team for their efforts in this essential area of ministry

##### 5) Inclusion Task Force - see Pastor Marty's report

- 6) Nominating - Updates
- 7) Annual meeting - reports due July 17th - date of meeting is Sunday, August 28th immediately following the 10:30 worship service
- 8) Budget
- 9) Schedule for council moving forward:
  - a) September 2022 - in person
  - b) October 2022 - zoom
  - c) November 2022 - zoom
  - d) December 2022 - zoom
  - e) January - in person
  - f) February - zoom
  - g) March - zoom
  
  - h) April - zoom
  - i) May - in person
  - j) June - zoom
  - k) July - zoom
  - l) August - in person
- 10) Book Study: We will be exploring the book, "Gospel for Changemakers" by Tyler Sit for the first quarter of council starting in September. Books will be ordered for you. This study is also being done by the staff.

#### Associate Pastor's Report

Date: 6/21/2022

Prepared by: Marty Wyatt

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns.

- VBS was a hit! We had about 70 students participate and many volunteers. The kids had a great time learning and having fun
- Convening of the Justice groups- 14 people attended this joint meeting of Mission and Outreach, ONAM, Inclusion, and Immigration. The meeting went well and we discussed working more collaboratively between these different groups that often overlap
- Festival for Change and reaching out to other Roseville area faith communities-things are

coming together for this, it is exciting

Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?

- Inclusion work continues-we've developed a Communication Plan and a welcome statement that I'll be bringing to council

- CYF transition and Call Committee processes continue

- Working to calendar out summer events for CYF-camp wapo, one off pop up events, fall is not that far away-so planning for RLC Kids and Confirmation

Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time?

Seeking Council approval of Inclusion Task Force's Communication Plan for an RIC Vote in October.

Seeking Council approval of the Welcome Statement we will present to the congregation

### **Ministry: Support Staff**

Date: June 22, 2022

Prepared by: David Booms

### **Admin**

- Water Damage & Church Mutual
  - We have received the check for the estimated Replacement Cost
    - State law allows them to deduct for depreciation
      - In this case \$13,882.26
    - We can put in a claim to recover the depreciation.
      - We have to supply supporting docs
    - Estimates from contracts are coming in around the Ins companies estimates. So we will need
  - I request Council approval to withdraw \$13,882.26 from undesignated memorials for repairs and/or replacement of water damaged property. Which will be refunded back to undesignated memorial through the recoverable depreciation process with Church Mutual.
- Working with underwriters on the Workers Comp cases.
- Interviewing for Campus Manager
- Processed the exit of two employees

- Directing the coordination of Worship Assistants
  - Ushers
  - Communion Servers
  - Readers
- updating “State of the Facilities & Grounds” report
  - Equipment
  - Walls & roofs
  - Parking lot
  - etc...

## Facilities

- Began research on multiple electrical projects with multiple electricians including:
  - Alterations needed for drinking fountain install.
  - Lighting controls for new audio/visual control room.
  - Power supply for possible security upgrade in Daycare home.
  - East office entry pole light power loss, 2 of 4 lights are.
- Completed A/C start up and fencing of condensing unit at Daycare house.
- Boiler shut down for the season. Minor cleaning and preventative maintenance completed.
- Project proposal accepted for A/V install in rooms 45 A&B. Install to begin 06/06.
- Water damage repairs begin
  - Drywall installed, sanded, and painted in LL restrooms and South Entry.
  - Carpet install being price shopped with other vendors, including JO Thompson.
  - New roof leak locations noted and assigned to Horizon roofing.

## Communications

- June July August TABLE newsletter sent
- Supporting/planning summer events through graphic design, publicity, website, FB, etc. (**especially Festival for Change**, Music on the Blacktop, Outdoor Worship, etc.)
- Website Update: working with vendor/consultant and beginning the process. Launch date TBD. May correlate with Organizational Task Force work.
- **Annual Report Deadline is July 17.** The Annual meeting is Aug. 28. For reference, last year’s report (2020-2021) can be found here:  
[https://d21c586e995f3c92a464-d53df5cabddc07b2d780d94fa7e0ca39.ssl.cf2.rackcdn.com/uploaded/r/0e12819613\\_1628617403\\_rlc-annual-report-2020-2021-web.pdf](https://d21c586e995f3c92a464-d53df5cabddc07b2d780d94fa7e0ca39.ssl.cf2.rackcdn.com/uploaded/r/0e12819613_1628617403_rlc-annual-report-2020-2021-web.pdf)
- Sept-Oct-Nov TABLE Deadline is August 1
- HELP WANTED: Looking to add volunteers to our tech team for livestream! (Especially important with the departure of Abby and Audrey who were both very helpful in this

area). Contact Daniel Pederson or John Helgen if you are interested, or know someone who might be.

- **Communications Calendar Summer 2022**

### **JUNE 2022**

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*by June 29 – July 3 bulletins, update printed, eBlasts set for June 30, July 7. Sunday livestream eBlasts set for July 3, July 10. July 10 bulletins/update prepared.*

June 30 - July 10 – Daniel Vacation

### **JULY 2020**

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July 8 – **Nominations DEADLINE**. Names, Bios, Photos to [dpederson@rosevillelutheran.org](mailto:dpederson@rosevillelutheran.org)  
**RLC Staff Annual Report Deadline**

July 10 – Abby's last Sunday

July 17 – **Annual Report DEADLINE**. Firm! I have 7 days to turn around the Annual Report!

July 21 – Council Meeting, **budget sent to Daniel**.

July 28 – **Annual Report Completed/SENT**

### **AUGUST 2020**

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August 1 – **TABLE DEADLINE**

*before mid-August .... Special mailings? for Rally Sunday and/or FFC need to be prepared*

August 17 – **TABLE SENT to printers**

*before Aug. 19 – any Annual Meeting Support materials from Daniel (Slides, graphics), Bulletins/Update for Aug. 28 prepared. eBlast for Aug 25, Aug. 28 prepared.*

August 22-30 – Daniel Vacation

August 28 – Annual Meeting

### **SEPTEMBER 2020**

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Sept. 5 – Labor Day Holiday

Sept. 9 - 10 – Festival For Change at RLC (special mailing about this?)



Sept. 11 – Rally Sunday (will there be a special mailing about this, and/or in conjunction with FFC? Get ready by mid-August!)

## **Hospitality**

- **Prepared food for :**
  - Confirmation Sunday
  - Audreys going away party
  - Slovakian lunch
  - Grad recognition event
  - Funeral service
  - Julie's retirement party outside
  - 15+ years of service for employes
- **Taking reservations from outside groups for Fall events**

## **Community Engagement and Care**

Chair/Leader: Diane Sell

[Report date] 6/22

Prepared by: D Sell

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns raised

- **Racial Justice Festival steering committee members:** Kathy Ramundt (Do Good Roseville), Delon Smith (Equity director at Roseville Area Schools), Thomas Brooks (Equity Director for the City of Roseville) Pastor Riz Prakism (lead Pastor of New Life Church, Roseville) AD Dixon (Elder at new Life Church, Roseville) Diane Sell, Pastor Marty (RLC)
- **Update for June:**

Secured the following talent for our event: Joe Davis Band (Fri/Sat)/Memorialize the movement (Fri-sat) Melodee Strong (Artist) Saturday. Working to secure more talent for this event.

PR: will be going out this month in our ENEWS and posters and information cards will be made to have available at the welcome desk.

Members of the steering committee are continuing to meet with all church leaders in Roseville in a one on one to invite them to table at the event with social justice programs they are a part of.

June 23, 2022, 7:00 pm

- **Griefshare:** completing class #3 this month with 10 participants. Looking to start up the 4th class in the fall of 2022. I already have 2 members signed up for this. Throughout the summer months Diane will be touching base with members from previous 3 class as a check in.
- **Mission and Outreach contact: please see update from this committee**
- **Young Family small group has begun:** will be meeting throughout the summer 1x per month. This fall, Diane will use this group to help launch small groups for the entire congregation. Diane will be meeting with this group in July to see how things are going

Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?

- **Summer Music on the black top series:** This will run the first Thursday of the summer months from 6-8pm. Asking Council to attend and promote by word of mouth starting now. This will be a tailgate where members are encouraged to bring their own food/grills/drink.

June 2 = RLC Jazz Band about 100 attended

July 7 = John Richardson band

August 4 = The Pearl Brothers Band

## Development Director

6/22/22

Prepared by: Rebecca Bedner

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns.

- I have been meeting with RLC members to learn more about their history with the church, and the areas that they are most passionate about for the future. Lessons Learned: Most members do not want to be recognized for their donations. Creating and following an annual calendar of requests (financial and in-kind) will be helpful in reducing ask fatigue.
- I have taken the lead on speaking during the offering portion of services each Sunday. I am focused on sharing the ways that members' gifts help us live out our mission and vision.
- All Endowment Fund applicants have been notified of their grant application status.

Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?

- Continued meetings with RLC members.
- Continued work on Endowment Fund Work Plan.
- A subgroup of the Endowment Committee is working on creating a short informational video with a goal to increase awareness and support of the RLC Endowment Fund.
- I will be submitting two more grant requests to secure additional funding for the Festival of Change scheduled this fall.
- Continued work with Laurel on the Database Update project.

Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time?

- I am recruiting Council Members to speak during the offering section at worship at different times throughout the year. Please contact me if you are interested.

### **Group: Mission & Outreach**

Chair/Leader: Dave Tetzlaff

Date: June 22, 2022

Prepared by: Kris Olsen

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns raised.

- Tanzania Celebration June 12<sup>th</sup>
- Funds dispersed include \$5000 to Keystone Community. Key stone is a key partner for RLC and is in dire need of funding and donations.

Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?

- Planning session for 2022/2023-year July 11<sup>th</sup>
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Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time?

- Planning has begun to address organizational structure through the Organizational task force.

**Group:**

June 23, 2022, 7:00 pm

Chair/Leader: Mike Dolan

Date: 6-22-22

Prepared by: Bill Metzger

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns raised.

- The Endowment committee has not met since the May Council meeting.

Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?

- Endowment Committee will work with Rebecca on the Annual report for Endowment

Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time? Not at this time.

### **Children's Advisory Board:**

Chair/Leader:

Date: 6.21.22

Prepared by: Mary Peterson

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns raised.

- **VBS "Make Waves" registration was a success!** 70 kids participated along with 35 volunteers (adult & youth). Pre Pandemic had ~150 participants. Abby, Marty & Gena along with many volunteers worked hard to ensure that participating kids had a great experience.
- We had a great send off to Julie for her retirement, with lots of families donating to a gift for her and some amazing kind words to share too.

Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?

- Camp Wapo is next month - July 17-22 (25 campers grades 4-8 and 6 high school leaders are attending)
- We are already working to prepare for fall programming and look forward to continuing with the same model we used this last year. We had lots of positive feedback on children having an exposure to worship and getting their time to move and learn about God.
- Working on transitioning out well and making sure Marty feels good about what he knows!

Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time?

- **Abby's farewell** will be Sunday, July 10th. Come join the celebration!

### **Youth & Family Meeting**

Chair/Leader: Marty Wyatt

Date: 23 June 2022

Attendees:

Prepared by: Kevin Hansen

The Youth & Family committee is on its summer hiatus and did not meet this month.

- Update on summer trip opportunities for our youth this summer; numbers are improving for all of these activities:
  - Amnicon Wilderness Adventure (9-12th graders) - July 10-15 - this is not BWCA but river canoeing
  - Wapo Youth Leaders (10-12th graders) - July 17-22; 30 kids have signed up so far; Abby will be shepherding this through before she leaves
  - Local Service Trip- this is on Marty's plate

### **Adult Education June 2022**

Chair/Leader: Sharon Swiglo

MM/DD/YY June 9, 2022

Prepared by: Heidi Larson

Members present: Sharon Swiglo, Jim Boyce, Mary Schultz, Wanda Fingalson, Rolf Olson, Mary Erickson, Lon Erickson

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns raised.

May 15 - Mark Tranvik - 15 in attendance

May 22 - Inclusion Task Force - 25 in attendance

June 5 - Sharon Boyce - 16 in attendance

Adult Ed. members Lon and Mary Erickson are ending their time on the committee and will be replaced by the following church members:

Pat Derry

Erik Wolhowe

Jim Roste

June 23, 2022, 7:00 pm

Lon and Mary served on the committee for about 10 years. They were thanked for their service with a plant and cupcakes/refreshments.

Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove.

Adult Ed. is finishing the year with four members presenting their favorite Psalms. Speakers include Sharon Boyce, Tom Lund, Mark Nelson and Janet Risinger.

Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time?

The committee is concerned that the 9:00 church service has been lasting longer than 45 minutes. They are wondering how this will affect the new start time of Adult Ed. in the fall, which is planning on starting at 9:50 each week.

### **Nominating Committee Report**

Chair/Leader: Val Velde

Date: 6.23.22

Prepared by: Val Velde

- Pastor Lauren, Laurel and Val have been working together to fill the Finance Committee slots and remaining Council positions.
- 1 Council position will be for a member in the Justice area
- The final slate of nominations will be shared with Council as soon as it's final.
- Details of status of each position is available on google docs for Council members to review as desired. Let Val Velde know if you have any access issues.
- More available on Google Docs:  
[tps://docs.google.com/document/d/1znp8gs-7Fuo\\_t\\_GR9leX2l2wMaR0nAJr/edit?usp=sharing&oid=116829870869211741418&rtpof=true&sd=true](https://docs.google.com/document/d/1znp8gs-7Fuo_t_GR9leX2l2wMaR0nAJr/edit?usp=sharing&oid=116829870869211741418&rtpof=true&sd=true)