

St. John Evangelical Lutheran Church
Church Council Meeting
November 14, 2017

Present: Bruce Delap, Don Holm, Peg Poppen, Virginia Titus, Kathy Crooks, Jeremy Heyer, Janet Petefish, Scott Hansen, Nancy Heiter, Cherie Schafer, and Pastor Leeper.

The meeting of the church council was called to order by President Jeremy Heyer at 6:00 p.m.

The meeting was opened with a prayer by Pastor Leeper.

- Approved the agenda and minutes of the October 17 meeting. Motion by Cherie Schafer/2nd by Scott Hansen. Motion passed.
- **Pastor's Report & Book Discussion:** Pastor Leeper reported that he is still learning a lot about St. John's. There are a lot of good people and is happy to see a lot of activities and excitement.
- Continued working on the book discussion. Pastor Leeper read a section of the book entitled "Ten reasons your church isn't growing", and asked the council to discuss which if any statements were relevant to our congregation. Lots of good discussion.

Old Business:

1. Board/Ministry Reports:

- a. Monte Waldorf from the finance board came to talk about the budget for next year. Finance has been working on putting the budget together and had a couple of question on line items. They were wondering if the council would like them to keep the line item in the budget for part-time pastoral help and also what amount to keep in for technology. Pastor Leeper indicated that it would be nice to have some part-time pastoral help for visitation and also for time when he needed to have time off. Would need to talk to synod to see what help is available and what the cost for that help would be. Recommendation was to leave the \$20,000 in the budget. As far as technology the line item of \$10,000 was for more of the day to day operations of keeping the current technology updated and should be left in the budget.
 - b. Building and Ground: Bruce Delap reported the board discussed waiting on the painting until next year. Currently working on roof and have put the membrane down. Waiting on concrete work until next year. Petefish's have agreed to pay the rent for the bus to stay where it is at for another year if the board agrees to leave it where it is at.
 - c. Parish Ed: Peg Poppen reported Christmas program to be held on December 10th. Board is also working on the ministry support plan. Vacation bible school is set for July 31 through August 3rd. Time will be from 5:30 till 8. November is food month. Also, were looking at names for possible new board members.
 - d. Communications: Janet Petefish reported that the welcome brochure is almost ready. pod cast recorder is being used.
 - e. Stewardship: Kathy Crooks reported that the board had a discussion on the fall festival. They were very happy with the results and discussed how to change things up next year to keep thing fresh and new. Working on the gift for Jesus program. They are also developing an outline of projects for next year. Name tags are doing great. Also, the board is looking for names for open spots on the board for the nominating committee.
2. Benevolence: Motion by Nancy Heiter to give November benevolence to Needy Fund/ 2nd by Bruce Delap. Motion passed.
 3. File Clean-up: Janet Petefish reported that everything under the steps has been gone through. They are stopping for a couple of week on account of the holidays. Would like to stop with 2009 and then have staff work at going through that year when they put things away for 2017.
 4. Nominating Committee. Nomination committee should be five members appointed by the Congregational Council. Two appointees shall be members of the council and three from the congregation at large. Bruce Delap and Cherie Schafer could be the council members and other names were given to Pastor Leeper to contact to see if they would be interested in serving on the committee.

5. Technology project- Jeremy is still working on this. Looking for old documents of research that was done regarding the sound system. Pastor Leeper to call the vendor again to see when they can come work on the sound system. Jeremy will be meeting with Matt Ross to review the current security system and gather input on any updating that needs to be done.

New Business:

1. Needy Fund: Kathy Crooks currently works with the Needy Fund, she would like to have help. She is willing the co-ordinate the program. Discussed that an announcement should be placed in the bulletin looking for people who would be interested in helping with needy fund. Would also be good to have Kathy or another representative from the council get up and do an announcement in church.
2. Transfers in: James, Sarah, Addison & Tanner Merrifield from St. Paul Lutheran, Waverly and Tami Jakel from Our Savior's Lutheran, Osage, Iowa.
3. Transfers out: Leon Richard Nelson to Holy Trinity, Ankeny, Iowa
 - a. Motion by Janet Petefish to accept the transfers in and out/2nd by Scott Hansen. Motion passed.

Being there was no further business, council adjourned the meeting with the Lord's prayer.

Respectfully submitted by Virginia Titus, Secretary.

**Board of Deacons
November 26, 2017**

Present: Linda Hughes, Becky Meyer Angie Ayers, Kendra Buenger, Marlene Holthaus, Joyce Boehmer, Melanie Johanningmeier and Pastor Russ.

December communion assistants for the 8:00 worship will be Linda, Angie, and Kendra. Communion assistants for the second worship service will be Marlene, Joyce, and Becky.

Old Business:

1. The Christmas tree has been purchased and will be assembled prior to the church being decorated on Sunday, December 3rd.
2. Christmas worship will have one service at 9:00 AM on December 24, 2017.
3. Becky Meyer ordered evergreen garland.
4. Blue advent candles were requested by Pastor Russ and have been ordered.

New Business:

1. We will be assembling the new Christmas tree on Wednesday, November 29th at 6:00 PM. Decorations will be located, and various steps will be taken at this time to expedite the decorating on Sunday.
2. Names of parishioners will need to be submitted to the nominating committee as soon as possible to fill the outgoing deacon positions. We will need one deacon for the early service and one for the late service starting in February 2018.
3. Pastor Russ suggested our Christmas Eve services offer communion. Our board agreed. A third communion station will be added to the 4:00 service. Becky will be calling former deacons to help at the three services. Linda will be ordering wafers and plastic communion cups. Ed Platte will be contacted regarding having ushers available for each service.

Next Meeting: Sunday, December 17, 2017 at 9:15 AM.

The meeting closed with The Lord's Prayer.

Respectfully submitted,
Kendra Buenger

St John Finance Board Minutes Thursday November 16, 2017

Present: Kathy Rogotzke, Sarah Murray, Gina McClintock, Judy Hughes, Karol Carpenter, Pastor Russ Leeper, Linda Hughes (Business Manager)

Opened with a wonderful soup supper in Kathy Rogotzke's home, followed by the meeting.

Motion by Gina McClintock to pay bills with Judy Hughes second. Motion Carried.

- ✓ Linda Hughes reviewed the 3 Webinars she attended on Shepherds Staff and what the program is capable of providing for financials. She then reviewed all the different accounts our church has active.
- ✓ Briefly reviewed the Preschool Expenses.
- ✓ Discussed the need to change the Benevolence giving to:
 1. 8% to NE IA Synod.
 2. 2% to Community Service

It was noted that the change was necessary due to the 1% that was allotted for Youth & Family was no longer needed since the position was incorporated fully into the Ministry Support Plan last year.

- ✓ Reviewed the Ministry Support Plan to be presented to Church Council. It was decided after much discussion to request a 5% pay increase for staff. Felt it may also be beneficial for as many Finance Board members to attend the council meeting on December 19th to help explain the various decisions made on items in the Ministry Support Plan.
- ✓ Discussed the need for a Personnel Committee to evaluate staff, develop appropriate policies and ensure the appropriate documentation for employees is maintained.
- ✓ Suggestion was made to add the name Board on the Financials to the different committees such as Finance, Parish Education, Building and Grounds, etc.
- ✓ Kathy Rogotzke and Judy Hughes will be ending their terms on finance, so names were discussed for replacements.

Meeting closed with The Lord's Prayer.

Respectfully submitted: Karol Carpenter, Acting Secretary

Youth Board Meeting Minutes November 19, 2017

Present: Jennifer Lessin, Rita Booker, Sue McDonald, Pastor Russ, and Laurie Heidebrink

Old Business

- Give Thanks Dinner planned for November 12, 11:30am went great!
 - Pork Loin, mashed potatoes, green bean casserole, dinner rolls, bars. Fed 159 people
- ELCA Youth Gathering: Houston, TX, June 27-July 1, 2018
 - Registered Pastor Russ, Laurie, and 3 youth at Early Bird price rate
 - St. John's in Nashua has 4 youth and 2 adults registered, we may travel together
- Christmas Soup Dinner - Sunday, December 10, 2017 after Christmas Program (~11:15am)
 - Sue, Rita, and Laurie will prepare soups on Saturday
 - Kathy Crooks will supervise kitchen from 9-11:30am during program and rehearsal
 - Sue and Rita can help serve on Sunday
 - Free-will donations will go toward Youth Gathering trip
- Lighted Parade – Friday, December 1st 6pm

New Business

- Dartball Tournament Lunch Fundraiser - Sunday, January 21st, noon-5pm serving time
 - Planning to serve 100
 - Maidrites, hotdogs, walking tacos, chips, desserts, drinks

Next Meeting Date: SUNDAY, January 14th, 11:30am in the Fireside Room

Respectfully submitted by Laurie Heidebrink

**St. John Evangelical Lutheran Church
Stewardship Committee Meeting
November 12, 2017**

Present: Bruce Boerschel, Greg Heidebrink, Betty Manning, Karen Hagarty, Ryan Venz, and Council Liaison – Kathy Crooks

The Stewardship meeting was called to order by Ryan Venz.

1. Ryan announced that the Fall Festival raised about \$3,200 for our general fund. Discussed doing this next year or trying something else. We had a good turn out and served more meals. The Silent Auction wasn't as big, but thought it was still a success.
2. Nametag November: Scheduled workers for the month. The congregation has been receptive to name-tags.
3. Board members names need to be submitted to Church Council for consideration.
4. Reminder to parishioners to use the Simply Giving program for donating to church. It helps our church to plan a budget & encourages giving. We need to put a form in the bulletin and on the E-skinny.
5. Discussed the Time & Talent sheets that we use to encourage volunteers to help with numerous jobs and opportunities to serve in our parish. Christmas season is too busy to get responses back. Decided to do during Lent.
6. For Christmas we will go the "Christmas Gift for Jesus" fundraiser. Karen will decorate the glass box to put in the Narthex. It will be out starting December 3rd. We ask each family to donate the average price of a gift you buy for others. Put cash or check in an envelope (provided) and put in the box. We will advertise in the newsletter, bulletin & E-skinny.
7. Possible event: Bean Bag Tournament after the first of the year. Last year we offered hot dogs & chili to have after service for tournament. Registration fee of \$10.00 per 2-member teams.

We adjourned with the Lord's Prayer.

Our next meeting will be Sunday, December 3rd at 9:00 a.m. in the Fireside room

Respectfully Submitted,
Karen Hagarty

**St. John Lutheran Church
Communication Board
November 7, 2017**

Members Present: Scott Aspholm, Janet Petefish, Brad McKinsey, Julie DeBower, Pastor Russ Leeper

Review of Agenda

Any additions to the Agenda---none were suggested

Minutes

Scott moved we accept the minutes and Julie seconded the motion. All were in favor.

Review of Communications

- A. Past Month
 - a. Facebook had 1,000 hits on the Preschool kids singing in church
 - b. Fall Fest had around 600 hits on Facebook
- B. This Month
 - a. Janet will be sending out a special Thanksgiving prayer and video on Facebook and also at Christmas
 - b. Julie asked if our church puts advertisements in the paper about our church services. A discussion ensued and it was decided to possibly try that after finding out the costs involved.
 - c. Brad will ask the CC Press (Chris or Joel) about the cost of putting an advertisement in the paper
 - d. Janet, Laurie, or Pastor Leeper try to add to the Facebook page whenever possible

Other

- A. Podcast Recorder
 - a. The podcast recorder is being utilized with the help of a congregation member
 - b. Tom Bock has discussed with Pastor Leeper about video-recording equipment or what specifically is needed to videotape
- B. Welcome Brochure/Pamphlet
 - a. We have a digital copy of the brochure now ---are there any changes needed?
 - b. Pastor Leeper suggested letting the rest of the Church staff take a look at it before any printing takes place
- C. Operation Christmas Child
 - a. Boxes are due this Sunday and will be delivered the following Monday to Prairie Lakes Church in Osage
 - b. Pastor Leeper suggested that it would be wonderful if someone in the congregation got a note back from their recipient and would share it with our congregation.
- D. Budget Ideas/Thoughts
 - a. Televisions, screens, or projectors needed? Was decided that there is a special budget for technology and wouldn't be from the Communications Board Budget.
 - b. Pastor Leeper reviewed the Communications Budget with the committee
 - c. \$1500.00 was agreed upon by the Board for our budget. Events-\$1000.00, Ministries—\$300.00, Technology--\$200.00

Next Regular Meeting

Tuesday December 12, 2017 at 6:00 p.m. in the Chapel

Pastor Leeper closed our meeting with prayer.

Respectfully submitted

Julie DeBower

Comm. Board Secretary