

Calvary Council – Together in Christ, Empowered to Be and Make Disciples

Council Minutes

Tuesday, February 7th, 2023, 6:00 p.m. Koinonia Room

Council Members in Attendance: Caleb Hanson, Amber Willis, Corey Nelson, Brian Henrickson, Janel Skindeliien, Shawn Swenson, Mary Jo deCathelienau; Absent: Shane Baker

Pastors in Attendance: Pastor David Severtson, Pastor Dean Johnson

Staff & Guests in Attendance: Naomi Powers-Baker, Mike Schroeder

Shared Meal Time

Devotions – Pastor Dean Johnson

Updates from Guests:

Photo Directory – Naomi, Erica, Teri attended meeting with Universal Church (company doing photo directory); Sunday in the Narthex there will be staff to help with sign-up; the directory is no cost to the church – it's credit based on the number of appointments – each credit = \$100; each family gets a free 8x10 photo plus a directory, other things can be purchased at extra cost. The company will be set up in Koinonia Room because they need the ability to close the shades/blinds. Calvary got credits for signing up in March! There will be opportunities to get photos taken in March and May. Photos can be submitted by a family and that is a \$15 cost. Pending decision for a future date - does the congregant pay that or the church? Online sign-up is available and already started. Extended families can book appointments next to each other and can arrange for blended photos, if wanted.

- Council Discussion – how often do we do these? Historically, they've been about 4 years apart but there is not set rule; we haven't done one since 2016 (?).

A/V Upgrades – Mike Schroeder; this is going to be a long process. Made contact with 4 companies – Reach Communications (initially helped us) – Champlin; Audio Logic Systems – Eden Prairie; Faber Sound – Medina; Tricorne Audio – Fargo; places of worship is a specialty of these companies. Trying to get info from them to help guide us in a direction. Mike recommends getting input from people working with the equipment now and that a few things should be addressed in the church:

- Are we as a congregation happy with the direction that the services are being used now – do we like the product that is being produced?
- As we step up into technology do we have the skills to utilize the equipment?
 - o Will likely need 2 people to do A/V not just 1 person – training will be needed.
- Council Discussion:
 - o With the equipment we have out there – from 2009/10 – will there be an avenue to be able to donate the equipment? Value / Monetary – likely not a lot. They (business helping us) will not want the equipment. Maybe there is a place that would want it? It's a complex system and the hope is what we get will be more user-friendly.
 - o We need someone to be in charge of it – would that be a volunteer or a staff or a combination of both?

- Improvements to size of lyrics, imagery, what are we actually filming – is there room for changes in what we produce?
- David got a cold call from an A/V place and will forward info to Mike.
- Will need an ad-hoc committee eventually to implement.
- Ever thought about reducing the amount of services? No. Why not? Research shows that people get upset when services are taken away and it reduces attendance.

Call Committee Update – Pastor Dean shared Wayne Nelson is in communication with Bishop Pederson; ads on FB; looked into Lutheran Publications – too expensive at first glance.

Interim Pastoral Needs – Shawn updated there is some preliminary talks about Interim Pastor – there was someone interested who came forward, Pastor Dean and Shawn gave job info to them. Pastor Dean and David updated that Pastor Ingrid will be at Svea 2/19 & 3/19; Pastor David Wall will be preaching 3/25 and 26; 4/15 & 16; 5/6 & 7 in Calvary and Svea. Financially there will be a \$250 stipend plus mileage for Ingrid; \$425 per weekend for Pastor Wall.

- Council Discussion:

- Ever thought about reducing the amount of services? No. Why not? Research shows that people get upset when services are taken away or changed and it reduces attendance.
- Upcoming proposal is beginning Memorial Day – reduce the amount of services for the summer.

Council Business:

- Minutes from 1/22/23 Organizational Council Mtg – Brian motions to accept minutes, Bridget seconds – approved.
- Appoint Janel Skindelien and Shane Baker – term until the next annual meeting; MaryJo motions, Caleb seconds; approved.
- Acceptance of Part-time Faith Formation Coord. Erica Mathews – Currently Interim Faith Formation Coordinator has accepted a part-time staff position at Calvary for birth to grade 5; 20-25 hours per week; Janel motions, Brian seconds – approved.
 - 2 part-time faith formation coordinators will be the direction going forward – already advertising for the 2nd part-time Faith Formation Coordinator.
 - GLLM – Ministry Associate Staff could be a possibility to aid us; Pastor David made a phone call inquiring about this option.
- Council Terms – 1/3 elected each year; we need to figure out transition and we decided on the following end-of-term years:
 - 2024 – Amber Willis, Shawn Swenson, Corey Nelson
 - 2025 – MaryJo deCathelineau, Caleb Hanson, Janel Skindelien
 - 2026 – Bridget Pederson, Shane Baker, Brian Henrickson
- Appointment of Committees / Structure / Duties
 - Replacement of the name committee vs. board.
 - Not to delete boards in the sense that they are gone but to re-name.
 - There is no end-of-term or limit to how many members are on a committee.
 - Communication process – committees will stay in touch with the staff assigned to it.

- Outline which staff each committee communicates to and relay that information to committee chairs. Ideas for structure could be:
 - Lead Pastor – Finance et. al, Stewardship, Personnel
 - Associate Pastor – Outreach et. al
 - Faith Formation Coord. – Children & Family + Youth Committee
 - Music Director – Worship
 - Office Manager – _____
 - Need to post committee meeting dates, times, locations, main contact person for all congregants to find.
 - Stewardship Drive / Volunteer Fair will be a great activity to bring people together and match their gifts to a volunteer opportunity.
 - Need to know committees goals, purpose, mission to better advertise volunteer opportunities.
 - Letter to previous council members, we want you to continue your work – this was communicated verbally at previous council meetings however, want to make a more formal thank you and be clear about the change. Pastor Dean offered to write this.
 - Might need to get minutes from each committee or some way of check-in like an update from the staff/pastors.
 - Maybe some committees could combine to be more fruitful; discussions need to be had with each committee to get their thoughts on this.
- Executive Committee
 - Decided that no monthly Executive Committee Meetings are needed however, an Executive Committee meeting can be pulled together on an as-needed basis to deal with any timely or sensitive things that may arise.
 - Agenda can be created by Council President with input from any council member, congregant, or staff.
 - The Treasurer will not need to be a member of the Executive Committee.
- Church Treasurer – appointed by council; doesn't have to be a council member; could be a staff member.
 - Idea that Teri Sokulski might be a good candidate; Shawn will talk to her.
- Office Staff Vacancy – Sheila has resigned. Teri and Erica have stepped up plus volunteers to help fill the void. Pastor David asked the Council to review the Coordinator of Operations and Communications job description – bring back ideas / thoughts / comments for next meeting.
- Recognition of Enola Dowdell – kitchen coordinator, funerals, volunteers, organizing food – recognition gift and celebration. Council wants to move forward with this.
- Lent & Holy Week plans – 6:15 p.m. worship services, meal prior at 5:15 p.m. Ash Wednesday is noon in Svea. Lay-persons have been invited to speak at services, living as saints theme, Pastor David shared the speakers – Karen Schueler (Svea), Dr. Jeff Holm, Joni Hanson, Brianna Broberg, Thomas Bonnema. Holden evening prayer will be used. Holy Week – Maundy Thursday, Good Friday, Easter Sunday. First Communion will be March 5th – not Maundy Thursday for Calvary; Maundy Thursday for Svea.
- Staff Reports and Topics – Pastor Dean shared they are doing hospital calls, deaconesses are doing home-bound communion, befriender ministry, grief care has a good attendance,

Dickerson's Valentine's Day Dinner (1/2 of attendees are from Calvary) w/Pastor David as musical entertainment, 65 people attending.

- Only Pastors at Council Meeting unless other Staff request it or are requested by Council.
- Committee Reports:
 - Stewardship – Amber Willis shared A/V fundraiser was their main topic, inquired what would happen to the extra is more was raised than needed, they have asked Pastor Dean to fill out the list of committee volunteers.
 - Finance – Shawn Swanson shared income a little below budget for January; expenses are very close to budget – off only about \$1,600. January Sunday Donations \$18,000; \$11,500; \$25,600.
 - Estate Planner could come in and give presentation to congregants – Pastor David shared this idea; Thrivent could offer this, too – Shawn's idea.
 - Goals – A/V upgrade; development of depreciation schedule and capital fund.
- Dean Johnson Career Celebration – Duaine Amundson and Pastor David are starting discussion, June 25th, 2023 is the last day, some form of celebration that weekend.
- Personnel Manual needs updating – reach out to people in HR, review the manual, does a committee need to be formed? Pastor Dean will reach out to Nancy Miller, HR Professional
- Strategic Planning Committee – this is still a goal.
- Installation of Church Council Members – Sunday 2/12/23 at 10:15 a.m. service.
- Next Meeting date/time – March 14th at 6 p.m. (Bridget will bring pizza in March); Agenda topics to Shawn Swenson by 3/4/23.
- Closed with Lord's Prayer.

Respectfully Submitted – Bridget Pederson, Secretary