

Agenda .....	1
Attendees.....	2
Meeting Notes.....	3
Committee Reports .....	6
Education.....	6
Evangelism and Membership.....	6
Fellowship .....	6
Finance .....	7
Missions .....	8
Pastor's Report – John Snider .....	8
Pastor's Report – Cassie Nault.....	11
Property and Maintenance.....	12
Stewardship .....	12
Worship and Music .....	12
Youth.....	13

## Agenda

Reference: Email from Debbie Pirkl dated 4/14/2014 20:49

1. Devotions - Justin (5 minutes)
2. Adopt minutes from March Council meeting (5 minutes)
3. Q & A on Committee Reports (5 minutes)
4. Old Business (20 minutes)
  - a. May Elections:
    - Fellowship – Patrice K
    - Stewardship – Dean E (replace)
    - Youth – Dane & Darcy McK
    - Secretary – Andy R (replace)
    - Financial Secretary – Brent H
    - Vice President – Jessica D
    - President – Debbie P
  - b. Extend Continuing Resolution for change in duties of the Financial Secretary position (attached)
5. New Business:
  - a. Minister of Worship Contract Renewal (15 minutes)
  - b. Pastor John's Sabbatical (15 minutes)
  - c. Draft Agenda for Annual Meeting, May 18th ( 5 minutes)
6. Adjournment – Lord's Prayer

## Attendees

					<=10													
					d=Devotions		19:15	19:15	19:15	18:00	18:00	18:00	18:00					
N			chair	% att	dev.	1	2	3	4	5	6	7	8	9	10	11	12	
						6/20/13	8/8/13	9/18/13	10/23/13	11/20/13	1/15/14	1/22/14	2/19/14	3/20/14	4/16/14	5/14/14	6/18/14	
1	Treasurer	Dave	Bergeson	x	100%	0	x	x	x	x	x	x	x	x	x			
2	Finance	Mike	Bonk	x	60%	1	x	x	x				x	x		d		
3	Vice President	Jessica	Donahue	x	100%	1	x	d	x	x	x	x	x	x	x			
4	Stewardship	Dean	Eisfelder	x	80%	0	x	x	x	x	x	x	x		x			
5	Financial Secr	Brent	Harms	x	60%	0	x		x	x		x	x		x			
6	Finance	Beth	Hostager		20%	0					x	x						
7	Fellowship	Patrice	Katzenmaier	x	80%	1	x	x	d	x				x	x			
8	Missions	Patty	Longard	x	20%	0	x							x				
9	Youth and Family	Dane	McKenzie	x	20%	0	x							x				
10	Youth and Family	Darcy	McKenzie	x	60%	0	x	x	x		x	x						
11	Evangelism	Steve	Morganson	x	90%	1	x	x	x	d	x		x	x	x			
12	Pastor	Cassie	Nault	x	90%	2	x	x	x	d	d	x	x	x	x			
13	Education	Tanisha	Pikula	x	80%	1	x	x	x	d	x		x		x			
14	President	Debbie	Pirkl	x	100%	1	x	x	x	x	x	x	d	x	x			
15	Worship & Music	Lori	Ritt	x	10%										x			
16	Secretary	Andy	Ruff	x	70%	1	d	x	x	x				x	x			
17	Pastor	John	Snider	x	100%	0	x	x	x	x	x	x	x	x	x			
18	Property & Maint	Justin	Woods	x	80%	1	x	x	x		x	x	x		d			
19	Property & Maint	Dan	Youness	x	20%	0		x	x									
20	Worship & Music	Chris	Youngren	x	50%	0		x	x	x	x			x				
	count	20	20	19		10	16	12	14	14	13	12	11	11	12	13	1	0

## Meeting Notes

1. Meeting was called to order at 18:10 by president Debbie Pirkl.
2. Devotion: Justin Woods gave the devotion.
3. M/S/C to approve minutes of last meeting as written.
  
4. Committee reports. Additions.
  - 4.1. Stewardship: Dean Eisfelder. Donations for the lego campaign are \$8000 so far.
  - 4.2. Stewardship: Revised 2013 donation summaries have been sent to all donors with IRS compliant wording that adds: “nothing tangible was received in exchange...”
  - 4.3. Pastor John: the pastor's discretionary fund which John or Cassie can use to help those in immediate need was down to \$80. A generous congregant donated \$500 to replenish this fund.
  - 4.4. Worship: Lori Ritt just started as chair this month. Lori has connected with Bryon Doktor. Holy Week services have been planned.
  
5. Old business;
  - 5.1. May elections:
    - 5.1.1. President: Debbie Pirkl will continue.
    - 5.1.2. Vice president: Jessica Donahue will continue.
    - 5.1.3. Financial secretary: Brent Harms will continue in current role.
    - 5.1.4. Secretary: Andy Ruff is stepping down due to new job with more travel.
    - 5.1.5. Fellowship: Patrice Katzenmaier. No decision yet.
    - 5.1.6. Stewardship: Dean Eisfelder is stepping down after two terms.
    - 5.1.7. Youth: Dane and Darcy McKenzie will continue.
    - 5.1.8. Nominating committee: Pirkl: we need to replace 3 members. When this committee was re-started THE council appointed 3 members and the congregation elected 3 more members at the 5/2013 annual meeting.
  - 5.2. Question: what is minimum age for committee chair? Constitution says: 21 years.
  - 5.3. Nominations: John has extended invites to potential candidates for open jobs.
  - 5.4. Continuing resolution regard redefined duties of the financial secretary: M/S/C to extend this resolution two years to 2016.
  
6. New Business:
  - 6.1. Minister of Worship contract renewal. Extensive discussion. Gleanings:
    - 6.1.1. Contract: initial 6 month contract with Bryon Doktor expires May 1<sup>st</sup>. Do we extend the current contract or ?
    - 6.1.2. Exec discussed this: Pirkl. We are finding our way. Proposal: Extend contract for 6 months to 10/31/14. This will also align with budget cycle.
    - 6.1.3. Justin: does Bryon want an extension? John says yes. He will discuss with Bryon and verify tomorrow. John has been providing feedback.
    - 6.1.4. Saturday evening service attendance: Steve Morganson: it's early but: has there been an increase in total attendance? John: probably not.

- Debbie: we have not marketed externally yet. John: some Saturday attendees also come back on Sunday.
- 6.1.5. Question: Steve: what will we do with Saturday eve service this summer? Historically we've gone from 2 services to 1 in summer.
- 6.1.6. Cassie: how much do we pay Bryon: Debbie: \$30/hr.
- 6.1.7. What if that money was spent on special music? Comparative value?
- 6.1.8. Worship: John and Cassie studied worship setup at seminary. Does it make sense for the director of worship to approve their plan? This is adding another layer.
- 6.1.9. John: optimistic. Communication has been great.
- 6.1.10. Steve: go with momentum. Make sure we give it a full shot. You always know the price of something but you don't always know the value (Geraldine Ferraro).
- 6.1.11. Summer cycle will be different. Then we only have another 2 months on the extended contract: September – October. We want to give it a fair trial. John will also be on sabbatical this summer.
- 6.1.12. People like: Tangled Blue, Nate Haug... praise worship. Bryon has songs he's comfortable with but these are less familiar to others..
- 6.1.13. Taunisha: kids need to be more engaged.
- 6.1.14. Brent: not hearing overwhelming support of the music style...
- 6.1.15. Cassie: we are a traditional crowd.
- 6.1.16. Steve: objectives need to be clearly defined. Steve wouldn't take on a job without defined objectives.
- 6.1.17. Brent: do we need to clarify roles and responsibilities?
- 6.1.18. Worship coordinator: this role was suggested by Jack Fortin. John: worth pulling off the table. Sunday hasn't improved.
- 6.1.19. Do we want Bryon to handle bridge? Sunday?
- 6.1.20. Bryon plans to cut his hours in half in the summer.
- 6.1.21. Bryon's contract: average \$2500/month. For comparison: Tangled blue: \$500/Sunday... Nate Haug: \$250/
- 6.1.22. Steve: we need metrics (Bridge): did you go? What did you like? Why?
- 6.1.23. Brent: we did an initial benchmark based on 60 surveys. Very detailed.
- 6.1.24. Cassie: Summer is like a reunion where regulars at both services worship together at one service all summer.
- 6.1.25. Justin: grand parents bringing grand kids to the Bridge is cool.
- 6.1.26. The Bridge is having an effect. People are talking about it.
- 6.1.27. Patrice: we should pass out flyers for the Bridge on Easter.
- 6.1.28. Suggestion: put out yard signs or banners for the Bridge.
- 6.1.29. Grill burgers on Saturday night?
- 6.1.30. We should add Pueblo de Fe to our published schedule. They may not be permanent but have been with us for 5 years already.
- 6.1.31. M/S/C. Motion to extend interim contract thru 10/31/14. Exec will write a job description and rethink the vision.
- 6.2. Suggestion: It'd be helpful for pastors to have a way of seeing what's on the screens behind them. John will discuss with Sitrake.

- 6.3. Pastor John's Sabbatical.
    - 6.3.1. John sent an outline of his plan to council.
    - 6.3.2. John's last sabbatical was 6 years ago. This one was delayed one year.
    - 6.3.3. John will be going to Ihimbo this summer.
    - 6.3.4. John will be visiting other churches and will not be worshipping here.
    - 6.3.5. Cassie will be back full time. Financially, her full time pay period will be May 15<sup>th</sup> ... August 15<sup>th</sup> ...
  - 6.4. Draft agenda for annual meeting
    - 6.4.1. Verify quorum. Andy.
    - 6.4.2. Review Agenda. Debbie.
    - 6.4.3. Approve Minutes from last meeting. Debbie.
    - 6.4.4. Treasury report: Dave.
    - 6.4.5. Land sale update? No closing date yet.
    - 6.4.6. Strategic goals update. Extended contract for Bryon. Brent.
    - 6.4.7. New business: change in duties for finance secretary. Debbie.
    - 6.4.8. Slate of officers. Jessica.
    - 6.4.9. Stewardship: announcement? Dean?
    - 6.4.10. Youth: Mission trip, Wapo, intergenerational connections. Sitrake?
  - 6.5. John: For tax purposes, the congregation must designate the amount of their compensation to be used for housing.
    - 6.5.1. M/S/C to designate \$50,000 of Pastor John Snider's 2014 compensation for housing.
    - 6.5.2. M/S/C to designate \$32,000 of Pastor Cassie Nault's 2014 compensation for housing.
  - 6.6. Garage sale: if want to help with a garage sale: talk to Patrice asap. Need at least 4-5 people. Proceeds from previous sales were for youth or for Tanzania.
7. Adjournment
    - 7.1. M/S/C to adjourn at 19:40.
    - 7.2. We closed with the Lord's prayer.

Respectfully submitted,  
Andy Ruff, Secretary

## **Committee Reports**

### ***Education***

No update as of 4/16/2014 18:00

### ***Evangelism and Membership***

No update as of 4/16/2014 18:00

### ***Fellowship***

Reference: Email from Patrice Katzenmaier dated 4/13/2014 12:56

4/2/14 -We helped serve the Wed. eve Lenten dinner.

4/13/14-We helped serve the Youth Pancake Breakfast.

4/20/14-A smaller Fellowship hour is planned with donut holes and fruit.

We discussed weather we wanted to have another Garage Sale but it was not planned unless we can generate more interest and help this year. Please let us know if your committee is willing to if we do go ahead. It would have to be in June since the May update is out already. A small group helped last year and it was a huge success. I am willing to lead it again but only if we can get enough volunteers. It was a lot of fun!

Dianne completed the May Fellowship calendar. Kathy Canniff will be completing for June.

Dianne Johnson, Anne Pfankuch,  
Patrice Katzenmaier, Fellowship chair Anne Pfankuch, Diane Johnson, Lori Ritt, Kathy Canniff,  
Joanna Mead, & Sara Ruff

## ***Finance***

Reference Email from Mike Bonk dated 4/13/2014 15:37

The Finance Committee met on Thursday, April 10. Members present included Sue Clark, Mike Butala, Beth Hostager, Dave Bergeson, Pastor John, Abra Gilman and Mike Bonk. Also in attendance was Dean Eisfelder.

Following is a recap of the meeting:

### March Financial Results

Please note that all expense accounts are now in the budget detail. For April results we will also be adding a new statement to the financial packet you receive via email. That statement will show revenue and expense comparisons to last year for the month and year-to-date.

February revenue of \$46.4k was \$1k or 2% less than plan. General envelope contributions were \$3k less than plan and offering plate contributions were \$1k more than plan. Other revenue was \$2k more than plan primarily due to the timing of the cell phone tower payment. YTD revenue is within \$500 of plan after three months. March expenses totaled \$42.0k and were \$3.8K less than plan. The favorable variance was primarily due to the catch up transfer from the Nelson dedicated account that is funding additional cost for the Bridge service. For the year-to-date expenses are \$3k less than plan.

### Land Sale:

Mike Butala continues to work on the land sale and expects the sale to be completed in May. The developer is looking to receive final city approval after the 4/15 council meeting.

### On-line Giving:

Based on some contact information Dean received for Easter Lutheran Church, I called their Director of Stewardship and Finance to discuss electronic giving. Easter Lutheran is using the Vanco service's Simple Giving for most of their electronic receipts. They have also subscribed to another provider, ServiceU, to accept on-line and mobile payments for special donations and other registration fees. They felt this service is more complicated than it needs to be. Beth Hostager thought that Faithwesites might also offer some possibilities and is going to get more information from Dean. Abra also felt Vanco might have more capability than Simple Giving and we are going to explore their service further. More to come

Respectfully submitted,  
Mike Bonk

### ***Missions***

Reference: Email from Patty Longard dated 4/10/2014 22:47

- 1) **Food Drive Summary:** We had an incomplete report for the Update - final totals were 614 pounds of food and \$578.25 cash for Neighbors Inc.= 1192 pounds/dollars for Neighbors Food Shelf. We learned that enthusiasm and advertising is everything, and we hope to have an even better showing next year!
- 2) **Fair Trade Coffee :** The taste test was a success, and we are on-target to begin serving Fair Trade Coffee at Fellowship hour. We spent some time with the finance committee to clarify some details. Look for Fair Trade Coffee beginning Easter Sunday!
- 3) **Mission Sunday May 4th :** We spent the bulk of our time hearing about plans for the Tanzania trip and making plans for Mission Sunday, where we will highlight and begin preparing for this trip. Look for a Tanzania-filled morning between adult forum and the 10:45 service. There will also be opportunities to get involved in the trip.
- 4) **Youth Mission Trip** - Pastor Cassie notified us that 8 youth will be going to Manassas, VA on July 13 - 19th. There are 8 youth, 2 adults. They are still in need of one more female adult to accompany the group.
- 5) **Garlough Environmental Fair:** Thanks to the leadership of Darcy McKenzie, St Stephen's will have a table at the Garlough Environmental Fair on Friday, May 9th at 5:00pm. They plan to advertise for the Bridge service as well as Pueblo de Fe, and we will be selling Fair Trade Coffee at this event.

Respectfully Submitted  
Patty Longard

### ***Pastor's Report – John Snider***

Reference: Email from Pastor John dated 4/16/14 12:48

Dear Leaders,

**Logo Work** is progressing. We have met with Tom McGregor and have exchanged ideas and comments on line. I was surprised to learn that our present logo is from 1969, same shape and colors!

**The Bridge.** We had a very positive review of the surveys about the Bridge. They were very positive. We are still working on making corrections and additions, but, as the saying goes, *“Even God can't steer a parked car.”* Those ideas include refocusing on the clarity of our mission, to this end we have invited a consultant to meet with us; loosening up the experience by making it more relational; continuing to work on the music including choices of songs and instrumentation; continuing to balance the sound.

**Lent.** I want to commend Pastor Cassie and Sitraka for re-thinking Lenten services and the bold response they created. It was a faithful response incorporating many generations in building relationships which will bear fruit now and to come. It did increase our Lenten participation numbers significantly.



**My Sabbatical.** The following is the description of my sabbatical which was shared with the executive committee and will be in the Update in May. As I state in the description, I really appreciate this ministry of St. Stephen's to its clergy and Pastor Cassie's support.

### **Pastor John's Sabbatical**

From **May 19 through August 10<sup>th</sup>** I will be on Sabbatical. A Sabbatical is a time for a pastor to step back from the day to day work of pastoral ministry and ponder important questions. St. Stephen's graciously and wisely offers their pastors a three month sabbatical every 5 years. (My last sabbatical was delayed a year as we were in the call process, by getting back on schedule Pastor Cassie and I will not both be on sabbatical next summer, a good thing!)

My Sabbatical is going to be based around our mission statement as I look for resources to bring into our practice not only the statement, "**Connecting to God, each other and the world**" but also our four focus words: **Worship. Equipping. Service. Welcome.**

**Connecting to God.** One of those questions is, "**Are there changing expressions of Christianity which are speaking to today's young families that St. Stephen's can learn from?**" We are attempting to answer this question with The Bridge. The word here is **worship**. I will attend worship services, both Lutheran and nonLutheran that are addressing this issue. What is their direction and foundation? What is working? What can we learn?

**Connecting to Each Other.** This area reflects our word: **equipping**. "**How are we able to equip this community to better connect with each other?**" What resources and experiences are working in this area? Who is doing something exciting? It is only in meaningful relationships that we practice the faith and trust the Lord asks from us. I will continue in my 12 Step Group for Spiritual Growth and fashion experimental models to make similar offerings available at St. Stephen's.

**Connecting to the World.** I will be traveling to Africa to visit our companion congregation at Ihimbo with four other members of St. Stephen's. The word here is **service**. Among the important questions are, "**What further benefit is there for St. Stephen's and Ihimbo in our further relationship?**" And, "**Is there something in the companion synod program of our synod which would translate to Lutheran Mideast Development?**"

Our fourth word **welcome** is the most important word of the four to me and it needs to infuse all that we do. As we grow closer to the Lord we recognize that **welcome** is the continuous word from God to us. **Welcome** is making a genuine and loving space for others. Our Christian walk boils down to **welcoming** everyone else in Jesus' Name. Since **welcome** starts with God my intention is to include contemplative prayer sessions each day.

On the practical ends of things, Pastor Cassie will return to full time service during the summer. We will have a guest preacher for a few Sundays as well. Worship will continue both with the Bridge, Saturday nights at 5 p.m. and our regular summer schedule of single service at 9:30 a.m.

St. Stephen's Lutheran Church – Council Meeting Notes  
Meeting Date: April 16, 2014

by: Andrew T. Ruff  
page 10 of 13

Thank you for this opportunity.  
Pastor John

***Pastor's Report – Cassie Nault***

Reference: Email from Pastor Cassie dated 4/10/2014 20:02

Hello Church Council!

Some highlights for this month:

- 1) Holy Week is next week—and my office is a mess!! I'm hoping this just means I'm extra creative this season: <https://medium.com/busy-building-things/c6e7b9b5bc1f> (My desk most closely resembles Mark Twain's at this point).
- 2) First Communion Class: I taught 2 First Communion Sessions this past month; 12 students will be receiving their First Communion at Maundy Thursday worship this year. It is encouraging that a couple of the students are new to St. Stephen's and have been brought into our community through the Wednesday evening Church School.
- 3) Wednesday Evenings during Lent: we had between 60 and 100 people each week for these services. We tried something different and some folks really enjoyed it. **Thank you to all of the folks who volunteered for these events—and to Pastor John, Sitraka, Michelle Steffen, and Susan Jerabek** for sharing their sign language skills with us! The consensus has been that these events helped people of all ages get to know one another a little better. We're planning to use the BibleSong format for a few weeks of Church School this fall.
- 4) I have a couple exciting continuing education courses coming up: one about family ministry (April 29-May 1<sup>st</sup>) and the other a "Mini-MBA" for pastors at Augsburg College (June 15-20<sup>th</sup>). I've been planning to attend these events for a couple years now, but this is the first time they've fit into my schedule. Both should help me with my ministry at St. Stephen's.

Peace,  
Cassie

### ***Property and Maintenance***

No update as of 4/16/2014 18:00

### ***Stewardship***

Reference: Email from Dean Eisfelder dated 4/15/2014 07:58

To All Council Members

The April fund-raising event to "bridge the budget gap" is off to a good start. As of April 12th we have raised \$4,475 and that includes just one Sunday. There are additional "bridge event" envelopes in the narthex for those who did not receive one in the mail. We are hoping to raise at least \$37,000 which is the difference between our projected income for 2014 and our projected expenses for 2014.

The subject of electronic giving in all its various forms has been turned over to the Finance Committee for study and eventual implementation. Please see Mike Bonk's report for additional details. St Stephen's currently does offer direct deposit for any member who wants to have their offering automatically transferred from their bank account directly to our church checking account. I don't think this option is well known within the congregation but there are currently 29 members who using this service. See Abra if you wish to sign up.

Dean Eisfelder

### ***Worship and Music***

Reference: Email from Lori Ritt dated 4/16/2014 21:36

St. Stephens Worship Committee  
Thursday April 3 – Tuesday, April 8, 2014

#### **Thursday, April 3 All Committee Night**

Bryon was not able to attend. Chris had another commitment. No other committee members present possibly due to weather. Check on who is on committee. Brenda Geiser has stepped up to organize volunteers for the Saturday service.

- ✓ Need palms for Saturday service (75), Sunday morning (250) and Pueblo de Fe (50)
- ✓ Palms will be delivered Saturday morning (12<sup>th</sup>) with large palm display.
- ✓ Easter flowers will be delivered on Saturday (19<sup>th</sup>) by 10:00 am.

**Sunday, April 6**-Met with Chris to go over banners and where items were located. Committee members: Jean Rosheim and Joanie Regan has stepped down from usher organization and does not want to attend meetings.

**Tuesday, April 8**-Met with Bryon  
Saturday, April 12 Wedding at 4:00 pm

1. Move Saturday service to Fellowship Hall. Need altar and communion set-up. Need palms. Possibly have projector and screens. Plan to use palms-ordered.
2. Sunday, April 13 Palm Sunday . Need palms. Use large palm for in front of altar.
3. Need banners down by Thursday
4. Thursday - Maundy Thursday. 1<sup>st</sup> Communion – walking in with elements or have individual cups - check with Cassie. Stripping of altar – notify altar guild. Psalm 88. No flowers
5. Good Friday – no sacraments, no flowers
6. Saturday – arrange flowers for Saturday/Sunday service
7. Saturday evening service – Need 3 candles to light Pascal candle. Need circle of light around baptism font – need 80 votive candles to light from Pascal candle by congregation.
8. Sunday morning – celebration. Need processional banners, bible, candle and cross. Need 3 lilies tied together by baptismal font. Outdoor banners – look for holes in ground and garden

**Email from Jan** – altar guild states we need more gluten-free wafers. Picked up Thursday, April 10.

**Talked with Cassie on Wednesday, April 9 regarding 1<sup>st</sup> Communion.**

1. Will not carry in elements may have own cup – 13-14 communion – individual at the altar by intinction with individual families.
2. Have 10 butterfly cloths that were completed by confirmation for Africa. Can we use them somehow? Will check on how to display. Wednesday evening – brought up flag pole to see how we could use the cloths. Obtain people to sew backing so we can hang on poles to process in on Easter Sunday. Cassie picked up backing. JoAnn Meyers, Kathy Packer, etc. 10 cloths will turn into 5 flag poles.
3. Will need acolytes for Easter Sunday morning – cross, candle, bible and flags (about eight per service)

**Saturday, April 12 – set up Saturday service**

1. Altar (used table from Gathering room) with altar cloths, added green pillar candles and votive candles. Chairs in half circle with aisle down center.
2. Feedback was more intimate. Liked having the Pastor closer than when in sanctuary. Good sound. Good music.
3. Some comments regarding getting smaller screens for Fellowship Hall – what would be cost, etc.?

**Youth**

Reference: No update as of 4/16/2014 18:00.

End of File.