

Community Lutheran Church  
Council Monthly Reports  
Attachment to April 2010 Minutes

Staff Reports –

**Pastor Greg**

- Synod Assembly is May 5-7. Mary and I are signed up.
- Please review the council covenant sent last month and adopt it as our own
- I am looking at Sundays, May 2, 9 and 16 as new member classes and May 23(Pentecost) as the date to join.
- The staff relations Committee is being formed/may be formed by council meeting
- Please read the book of Titus in h New Testament before the meeting. It will be the basis of our group building Tuesday night. And for the weak of heart, it is only 3 chapters long.
- Send an offering along with to the synod Assembly.
- The staff will be hosting a thank-you breakfast for ALL volunteers at CLC on Sunday, May 2, between the worship services.
- Action item: Adopt the council covenant. Agree to give an offering to the synod assembly.

**Mary Stohlman**

- Taste of CLC/Camp Sunday and the registrations begin for Summer programs at CLC! Backpacking and VBS will begin registrations! I am still working on the potentials for MAD Camp this summer, as of Saturday. I hope most of the committee will have some information available to the congregation that day too. Thanks to the guides for preparing breakfast that day!
- Volunteer appreciation Sunday breakfast is planned Sunday May 2 between services. I have attached the list of people I am sending invitation too early next week, if there are additional people/ committees I am overlooking, please let me know. I hope no one is overlooked! In addition to the mailed invitations they info will be in the bulletin for the next 2 weeks, so 'self-identified' volunteers will be welcome. But some RSVPs will help with the planning!
- The Lenten Project made \$1166.00 for Lutheran world Relief for Haiti Earthquake victims.

- Monday April 19 I will be out of the office at the Synod Candidacy committee meeting.
- Health update - I am getting more strength, but still easily can make myself sick by trying to do, what turns out to be, toooooo much. No treatment till I do some medical tests in June.

### **Alison Conrad**

- As you all know, Dave Skinner had to step down from his position as the Youth & Family council rep. That means we're working on finding someone to fill that position asap.
- This coming Sunday (the 18th) is our second attempt at an elementary school fellowship event... I am doing monthly events to start building the ministry and the group. This month will be a movie day. There will be more events, service projects and more to come! Hopefully it will begin to create interest. As of now, only 6 kids have rsvp'ed to attend. The information is in the newsletter, the website, personal emails and fliers... there just hasn't been a great response.
- I am planning our summer trip for the high school group: a mystery trip! I am so excited about it and when I presented it to the youth group, they were too! Basically, we will take a 4 night, 5 day trip that will include lots of great stuff- but they will only get a packing list, without any idea of what they'll actually be doing. It will all be fun and it will all be great! I'm still finding the right date, but planning on the very end of June/ beginning of July so that I'll still be able to attend.
- Thanks to everyone for coming out to support the Easter Pancake Breakfast- we raised \$445! Easter was a great day here at CLC and it felt great to have the youth be a stand out part of the ministry here! They really enjoy serving on Easter morning and seeing everyone come through the line :)
- I'm getting ready for Taste of CLC and hoping to get some new volunteers signed up to help with the youth program. I'm already thinking about next year's Confirmation class, as well, and keeping my eyes open for some guides for 2010-2011!

## **Board Reports**

### **Outreach Meeting – Bruce Atkinson**

- Met with Lisa Porcelli, Dave Porcelli and Jess Tveit (Keith Borgschatz and Mike Allen had prior commitments).
- Discussed ways to drive greater involvement with members and ways to drive greater interest from outside Church.

- Talked about starting Facebook page and blog to push CLC out to greater audience.
- Putting together spreadsheet to track attendance. Need to know, of members, who is attending and who is not. Of those not attending, need to get group of people to reach out and determine why not, what is issue. Also, discussed, if feasible, letting Pastor and Jane know when people's giving changes/decreases. This may not be possible, but generally would indicate some event has happened and a call might be in order.
- Want to get letter put together so that when someone is absent for two weeks in a row, letter comes out saying "we are missing you and hope to see you soon." Lisa drafting letter for review.
- Talked about ways to drive youth outreach, intergenerational events, BBQ's, soccer games, picnics, movie nights, etc. Jess tasked with youth ideas to discuss next meeting.
- Dave and Lisa creating concept blog to present to Council for consideration.

### **Forward Planning – Mike Bisnar**

Staff Review Committee members are: Karen Darvey, Cindy Hillburn, Keith Borgshatz, Mike Bisnar

Staff review committee meeting took place on Thursday April 15, 2010.

Created timeline for the staff reviews

<b><u>Task</u></b>	<b><u>Assigned to:</u></b>	<b><u>Deadline</u></b>
Get current copy of job descriptions from Mary Stohlman	Mike Bisnar	April 21, 2010
Create new job descr.form for staff to fill out	Karen Darvey	April 21, 2010
Contact the ELCA for current guidelines on sal in our area	Mike Bisnar	April 21, 2010
Job description forms to be given to the staff to complete	Cindy Hillburn	April 26, 2010
Job description forms due	Staff	April 30, 2010
Evaluation format to be created	Committee	May 31, 2010
2011 Salary Survey recommendations submitted to council	Mike Bisnar	June 15, 2010
Self evaluation forms given to staff to complete	Cindy Hillburn	Nov 5, 2010
Staff self evaluation form due	Staff	Nov 19, 2010
Appraisals to be completed	Committee	Dec 10, 2010
Deliver reviews back to staff	Cindy Hillburn	Dec 17, 2010
Committee's salary recommendations presented to council	Mike Bisnar	Jan 18, 2010

Next meeting scheduled for April 21, 2010

### **Stewardship – Pat Elliot**

- A revision of the Time/Talent survey has been submitted to Julie Mortenson to delete activities no longer part of our programs and reword some items to be more

explanatory. The revised survey will be available at the Taste of CLC on April 25, included in the May newsletter and sent as an attachment to one of the weekly CLC e-mails. The survey attached to the e-mail may be completed electronically and returned to the church e-mail. The rest may be completed by hand and returned to the church office or placed in the offering plate. The Stewardship committee will collate the results and send the names of people who volunteered for specific activities to the chair of the respective committees.

- The volunteer will also be notified that his/her name has been passed on to that chair.
- Several methods of funding specific needs were discussed. We will continue the discussion after we examine the red notebook records of previous budgets.
- We examined a four page stewardship bulletin insert available for purchase on a monthly basis. We decided it was not a good fit for our congregation and will continue to write our own educational presentations with a goal of raising congregational awareness of stewardship as an act of faith and joy. These presentations will occur in the newsletter and as bulletin inserts.
- Our next meeting will be on May 4th at 7:00.

**Parish Life – Barb Krouse**  
Meeting - April 3, 2010

Members Present: Lynn Bisnar, Laura Borgschatz, Cindy Hilburn, Barb Krouse

1. The committee met to assemble the candy bags for the Easter Egg Hunt from the candy that was donated by the congregation. We filled 75 bags and had over 30 leftover which were distributed to older kids.
2. The date for the Angel game has been set for Saturday, July 17<sup>th</sup>. The game is a 6:05 start. We will be selling tickets for \$15.50 a person starting on Taste of CLC Sunday (April 25<sup>th</sup>). Save-the-date information has been distributed to the congregation. The tickets will be sold on a first-come, first-serve basis. We have 50 seats available.
3. Plans are still pending for a Progressive Dinner in August.

Next meeting: To be determined.

**Education – Ashley Notthoff**

Committee Members in attendance

- Pastor Greg, Ashley Notthoff, Sonja Krafcik, Scott Leland, Julie Draper

Committee met on Tuesday, April 13<sup>th</sup>.

- Primary discussion was based on the need for additional teachers for 5<sup>th</sup>/6<sup>th</sup> and 7<sup>th</sup>/8<sup>th</sup> grade classes as well as one more Superintendent for administrative responsibilities. Identified a list of congregation members to consider reaching out to again for the positions.
- Suggestion was made to ask Velda Pagel if Kyle would be willing to teach one of the upper grade levels in Sunday school.
- Will be adding the Sunday school weekly curriculum subject matter to the weekly CLC email that is sent out each week. I will send Julie the list for the rest of the school year.
- We will also be adding a page to the CLC website under “Sunday school” listing the curriculum on a calendar for each Sunday.
- Pastor Greg will be making announcements in church regarding Sunday school and the Sunday school message/subject matter for the week. We need to start getting “Sunday school” back into the minds of parents/children on a regular basis. We’d ultimately like the middle school kids to make these announcements during service.
- The Sunday school calendar for 2010-11 will be published on the CLC website as well. A note was made that if Spring break occurs after Easter next year (not during Holy week), that we will not have a scheduled class for that weekend. We had very low attendance the Sunday after Easter due to vacation/Spring break.
- Paula Timken and Karen Kjar will be joining the committee in the fall.

#### **Worship – Kevin Peterson**

- No meeting this month and nothing to report.

#### **Youth – Vacant**

#### **Property – Mark Totman**

- Helpers present on 4/3/10: Ken Notthoff
  - Evaluated fluorescent ballasts & several bulbs to be replaced.
  - Cleaned area above Sacristy of construction debris & several years of dust.
  - Recently caulked exterior windows over Sacristy have eliminated any water intrusion from recent rains.
  - Looked into why parking lot lights are not coming on – were not able to determine cause (timer is set properly).

- Yet to do in 2010:
  - Install 250w & 100w floodlights in Sanctuary & bulbs behind cross.
  - Repair water-damaged drywall at door jamb in Sacristy.
  - Start assessing what needs to be done around the property.  
(immediate, short-term, long-term) – one thought we should consider is the parking lot condition and how we could get it repaired sometime this year (fundraising, special donations?)
  - Weatherstripping to be replaced on all double doors in conference room, church offices and sanctuary.
- Next property committee work day scheduled for 8:30am Sat. 5/8/10 to address “to do” items listed in the red notebook. Will email a few CLC members to get small work group together for next meeting.