

Charity Lutheran Church
Vision Council Minutes
Tuesday March 17, 2015 – 5:30 p.m.

Members Present

Staff: Pastor Randy, Doug Leet, Pastor Sam, Kari Knudson, Rob Peske, Lorri Mittleider, Jen Skjod

Vision Council: Don Nordquist, Cheryl Voll, Kent Farley, Aaron Edland, Barb Weaver, Rob Bauer, Dallas Sailer

Special Guests:

Don called the meeting to order. Individual group prayer requests were discussed. Pastor Randy opened the meeting in prayer. The meeting agenda was approved.

1. Prayer Requests

The following existing bulletin prayer list was approved:

- *Thank and praise God for His generous outpouring of love on His people of Charity ···for making Himself known through His son Jesus; for the provision of our wonderful pastors and staff; for the monies provided to pay off mortgage and for funds for our ministries; for the new children, youth and families joining us at Charity; and for the multiple members who serve quietly and generously.*
- *Ask that God would guide and direct us in every decision made at Charity.*
- *Holy Spirit, we welcome you. Make us into the church you want us to be so that all may know Jesus and His love.*
- *Thanksgiving for safety during Charity's youth trips and events.*
- *Pray for the success of ongoing congregational and youth events.*
- *Lift up new Charity disciples and pray for good stewardship in church growth.*
- *Offer congregational prayers for the changes in our State and communities concerning growth and transitions with the influx of people.*
- *Pray for enduring unity of our staff and continued growth for all our worship services.*
- *Pray that the current "Praxis "preaching series will be enlightening to all and that it will bring encouragement and conviction to our walk with the Lord.*
- *Thanks for the success of the Life Long Learning courses now under way; for the leaders, all participants, and the small groups that are formed. May it all glorify the Lord.*
- *Pray for guidance for the congregation and our leadership as we submit to the Great Commission in all ways including ministry support, community outreach and continued assistance for Surprise.*
- *Prayers for the Long Range Planning Committee ···that the Holy Spirit would guide their discussion and decisions regarding Charity's future direction.*

2. Staff Reports

- a. Pastor Scott – Pastor Scott is currently in China, picking up his adopted son, Anders.
- b. Pastor Randy –
 - i. Easter Sunday planning is going well. The Charity service will be at 9:30 a.m. There is coordination with Surprise Church as both Charity and Surprise will be worshipping at Shiloh. Plans for the Maundy Thursday and Good Friday services are finished.
 - ii. Randy complimented Pastor Scott and his valuable pastoral care ministry for Charity. He and Sam are both experiencing extra pastoral care duties with Scott in China.
 - iii. Randy stated that there are two needs that should be met when the Charity expansion comes to fruition: a larger facility that accommodates more people, but also that the Church will make a difference in the World by giving itself away. The goal is to meet both needs in whatever form that may take.
 - iv. Randy commented that Riverside Harvest may be better served by small group volunteers and that those small group members can grow in discipleship through the program.
- c. Pastor Sam –
 - i. Sam commented that the Winter Buster small group classes, which just finished last night, went very well. Sam praised the Charity volunteers for everything they've done for the programs, including meals, prayer circles, etc. They really made the January through March months go fast.
 - ii. Sam and Julie are planning the summer mission trips. 38 to 40 people are signed up for Guatemala and the Minneapolis trip in June is full. The Pizza Ranch fundraiser for Guatemala went well and raised \$1,200.
 - iii. Plans are underway already for fall 2015 and winter 2016 small groups.
- d. Lorri Mittleider –
 - i. Lorri stated the need for additional nursery volunteers at the Easter service otherwise the parents will have to keep their kids.
 - ii. Lorri will be out on medical leave starting April 7, for knee surgery. The timeframe is tentative depending on healing.
 - iii. Lorri expressed concerns about keeping the children's ministry area running well in light of her medical leave and Kari Knudson's resignation from her position in children's ministry. Volunteers for teaching and other areas are definitely needed for children's ministry.
 - iv. Lorri mentioned the desire to get a child advocacy program running at Charity to help parents and teachers get educated on how to best raise kids & serve special needs children & also handling unique behavior situations that arise.
 - v. There are record numbers of kids attending nursery during the 10:40 a.m. service.
 - vi. There are roughly 200 kids on record from ages newborn to age 2 that Lorri will be connecting with the parents to encourage bringing to Pre-K children's ministry, as they reach age 3.
 - vii. Current numbers in the Preschool through Kindergarten are at 127.
- e. Kari Knudson –
 - i. Kari discussed a letter she and Lorri drafted concerning adding extra part or full time help in the children's area; two people considering Kari's resignation. The primary goal would be to have one person focus on keeping the core ministry on Sunday morning and Wednesday evenings running effectively and for the other person to take

on special activities like Advent Family Fun Night, but also new programming required for the Sunday night Quest service and Monday and Thursday small group nights. The Quest service is growing and around 30 kids have recently been attending the children's program on Sunday night. The number of kids and families attending Charity just keeps on growing and it's getting hard to keep up. More help will be needed to keep things functioning at a satisfactory level.

f. Jen Skjod –

- i. The Charity website is averaging 1400 hits per month with an average duration of 3 minutes. 48% are new people to the site and the other 52% are return visitors. The top 5 hit categories are homepage, worship, calendar, media and sermons. Facebook is the website top referral link.
- ii. Jen is working with Armour Interactive to create online sign up tools for small group opportunities.
- iii. There are over 600 recipients for the e-news on a weekly basis. Jen added a weekly e-news link on the home page so people can view it without receiving the e-mail.
- iv. Jen is working on the newsletter with all articles in by the end of the week. She would like information to include from the Long Range Planning Committee.
- v. Podcast use is on the rise with 71 listens for recent Sundays. The podcasts are more popular than video sermons with Sunday being the largest day for hits. 48% of those using the podcasts are visitors.

3. Financial and Administrative Report

- a. Treasurer's Report: Dallas reported that February 2015 income was \$73,892.83. The monthly goal for four Sunday months is \$93,000 with this year's budget, so February was \$19,921.57 low. In total Charity is \$38,744.72 below budget for the year thus far. Expenses over income are \$34,000 approximately.
- b. Administration: Doug reported on the Staff Committee meeting last Thursday. They are finishing up with job descriptions and reviewing staff compensation using the "2014-2015 Compensation Handbook for Church Staff". The handbook uses data from 3,500 churches with 7,500 staff members and includes 14 different types of positions, full and part time. The data is also segregated based on denominational, regional, and a few other factors as well. It will give upper and lower pay ranges for each position for the Staff Committee to review. September 1 is the deadline for evaluation completion. The Staffing Committee includes Doug Leet, Chad Kourajian, Andrea Collin and Nancy Jensen. The initial hiring committee for the new children's ministry coordinator is Doug Leet, Andrea Collin and Pastor Scott with a few additions yet to come.

4. Old Business

- a. Approval of Minutes from the February 2015 Meeting: Approved by e-mail.
- b. Pastor Randy's Sabbatical: Pastor Randy's Sabbatical will be starting June 29, 2015. July 5 – 18 Randy will be staying at the Fuller Seminary Guest House for Alumni, which is near campus. He will work on a writing project while at Fuller. August 8 – 19 Randy will be going to Washington DC for an American history study tour. He will be back in the office Monday August 24th. There will be a \$10,000 cost associated with the Sabbatical. Don recommended sending letters to a few members of the congregation to raise the funds. The Vision Council agreed.
- c. LCMC Grant Opportunity: Doug mentioned the August deadline to submit the grant. Pastor Randy is going to write up the application based on the Riverside Harvest Ministry. One More One Less and Foster Parenting is another potential candidate for an additional submission.

- d. Stage Expansion: Pastor Randy reported that the sound system is in and the installation will occur next month, which is required before the stage expansion. \$3,000 has been donated at this point for the stage expansion and another \$10,000 to \$12,000 more will be required through fundraising. Don will get together with Nancy Jensen, Rob Peske, and Brenda Whitman to get promotional information going for the money.

4. New Business

- a. Review 2/26/15 Long Range Planning Committee (LRPC) Letter and Vote on the Realtor Agency Agreement: Doug Leet had attended the recent LRPC meeting and reported that the LRPC still wanted to move forward with a realtor agency agreement for the reason that they will be notified of any potential opportunities that may aid in addressing Charity's growth. The group discussed the recommendation. Kent motioned to move forward with the Agency Agreement. Aaron seconded. Approved by all.
- b. Time reporting system: Doug Leet gave a history of time reporting for the Charity Staff. Doug and Aaron commented that a time reporting system was determined to be prudent by the Vision Council at the recent Saturday retreat to validate new staff hires, help staff with time management, etc. Nancy developed a spreadsheet for staff time reporting, which Doug presented. Doug wants to alternatively look into a software program for time reporting and ultimately implement one of the approaches by May 1st.
- c. Kari Knudson's Resignation from Charity: Kari has tendered her resignation as Children's Programming Director. The Council discussed that need to gather a hiring committee to find Kari's replacement is urgent. Nancy Jensen is putting together a job description.
- d. Audit Committee: Don has talked with a few people about being part of an audit committee, which is in the works.
- e. Riverside Harvest: After Easter, staff will report on any changes to Riverside Harvest.
- f. Volunteer Coordinator: Don commented on the need for a Volunteer Coordinator to review the time and talent sheets filled out by new members to plug them into Charity as volunteers. Doug Leet has approached someone, but they politely declined. The group recommended putting together a volunteer description and advertising for someone to do the work.

The next meeting will be April 21st at 5:30 p.m. Barb will bring food to the next meeting. Pastor Sam ended the meeting in prayer at 7:40 p.m.

Respectfully Submitted,
Aaron Edland - Vision Council Secretary