

**St. John's Lutheran Church Council Meeting Minutes
November 27, 2017**

Members Present: President Melissa Westrick, Vice President Kathi Bokano, Treasurer Kim Dennis, Secretary Alison White, Jamie Inman, Paul Meteyer, Chris Snooks, Joe Tinson Sr., Stated Supply Pastor Roger Facione

Members Absent:

Guests: Pastor Jan Marvar, Licensed Lay Minister Enoch Carlton, Don Hinz

AGENDA ITEMS

Call to Order: 7PM

Opening Prayer: Pastor Roger Facione started the meeting with a Prayer of Confession.

Minutes from the October 23, 2017 Church Council Meeting were reviewed. A motion was made by Joe Tinson, Sr. to approve the minutes as presented. Alison White supported the motion. Motion passed unanimously.

Committee Reports from November 14, 2017

Worship & Music Committee Report:

- Lay-Leader schedule is set thru January 2018. The schedule is now included in the monthly church newsletter.
- Hymns have been selected for December 2017 and January 2018
- Veteran's Day Sunday (November 12, 2017). The service was very meaningful. It was great to see long time member and Veteran Jim Powell able to attend the service.
- Thanksgiving Eve Service (7PM, November 22, 2017). The Confirmand students will assist Pastor Roger in leading the service.
- Decorating the church for Christmas is set for Saturday, December 2, 2017 starting at 9AM.
- Advent Dinner and Service by Candlelight (December 3, 2017) The Advent dinner (set for 5-6PM) was discussed among the Church Council members to assure substantial food choices would be available (main dish, along with salad, desserts, etc.). Confirmand students will assist in leading the Service by Candlelight (set for 6-6:30PM).
- Christmas Eve Services (December 24, 2017) were discussed. The morning services (Fourth Sunday in Advent) will be 8AM and 10:15AM. The afternoon and evening services will be at 4PM (Children's pageant), 7:30PM (with the Choir singing) and the 10PM service.
- Christmas Day (December 25, 2017) Service will be only one service at 10:15AM.

- New Year's Eve Service (December 31, 2017) will be one service only at 10:15AM. Pastor Jan Marvar is scheduled to lead that service. During the Council meeting Pastor Jan noted that Epiphany would be approaching and asked to celebrate the coming Epiphany during the service. All were in agreement to that.
- January 13, 2018 (a Saturday) is the date to take down the Christmas decorations in the church starting at 9AM.

Service and Outreach Committee Report

- The Thanksgiving dinner was a big success. Well attended and a lot of great food.
- The Christmas Giving Tree has all the gift tags chosen by members of the congregation to provide gifts for the designated family in need.

Christian Education Committee Report

- Practice dates are set for the Children's Pageant scheduled for Christmas Eve.
- Book Study Survey. For those who don't drive at night the Christian Education Committee is sending out a survey asking if there is interest in adding a daytime Book Study, complimenting the Thursday evening Book Study. The survey asks who would be interested and which time would be best: 10:30AM-Noon, or Noon-1:30PM.
- The Committee also joined in the discussion with the Worship & Music Committee regarding the Thanksgiving Eve service and the Advent Service by Candlelight.

Financial Report

Treasurer Kim Dennis provided the financial reports to the Council for review. There was nothing out of the ordinary and no questions from Council members. Kathi Bokano made a motion to accept the reports with support from Paul Meteyer. Motion passed unanimously.

Primary Stated Supply Pastor Report:

Pastor Roger Facione presented his report. Pastor Roger, accompanied by Licensed Lay Minister Enoch Carlton, conducted 11 visits to congregation members. One of the visits was an additional visit to Kay St. Aubin to plan the memorial service for her son, Ron St. Aubin who recently passed away.

Pastor Roger noted the members he and Minister Enoch visited were very grateful for the special cards/packages provided by the Sunday School, Confirmation class, Service & Outreach Committee and others within the church.

Pastor Roger thanked the Confirmands for co-leading the Thanksgiving Eve Service, great job. And, he thanked Charlene Barrett and Roger Bokano for their coordination, teaching, and preparing the Confirmation Class.

The report highlighted the upcoming Advent/Christmas Eve Services. The Confirmands will be co-leading the Advent Service by Candlelight after the pot-luck supper. During the morning services the Advent devotional materials for adults and children will be handed out. Everyone will also receive a pewter coin showing the Holy family on one side and the verse from Luke 2: verse 7.

Minister Enoch Carlton will be leading the morning services (8 and 10:15AM) on Fourth Sunday of Advent (December 24) and Pastor Roger will be leading the afternoon and evening Christmas Eve services that day at 4PM, 7:30PM, and 10PM. Pastor Roger will also lead the one Christmas Day service at 10:15AM. Pastor Jan Marvar will lead worship on the one New Years Eve Day Service (December 31, 2017) at 10:15AM.

In his report Pastor Roger stated that along with the Christian Education Committee are recommending continuing with the adult Bible study. The next study will be a six week DVD-based series on the Life and Ministry of Jesus. The Christian Education Committee is conducting a survey to find if there is interest to offer this study during the day for those who don't want to venture out during the night. That way there would be the Thursday night session and a daytime session.

Pastor Roger and his family wish a Merry Christmas and Happy New Year to all.

Minister Enoch Carlton included his report. He accompanied Pastor Roger on the visitations and reported how grateful everyone was for the thoughtfulness of the visits and gifts from the church. Minister Enoch also thanked the church Council and Pastor Roger for allowing him to share in this ministry.

A motion was made by Kathi Bokano with support from Chris Snooks to accept the reports from Pastor Roger and Minister Enoch. Motion passed unanimously.

Transition Team Update

Chris Snooks provided a report updating the Transition Team's work. Handouts of the survey results from the Congregation were provided to the Church Council. Chris stated there was a good response to the survey, 75 responses were turned in. Some of those responses were from individuals who attend our services, but are not formal members of the congregation. The top five Ministry Tasks identified from the surveys are:

- Pastoral Care & Visitation
- Children's Ministry
- Youth & Family Ministry
- Preaching/Worship
- Spiritual Direction

Under the Energy section of the survey members provided a long list on how they wanted to be involved in the church.

When asked what they were excited about in the congregation some of the highlights were: Children's sermon, visitations to homebound and hospitalized, number of children attending Sunday School, the energy of Pastor Roger and Enoch Carlton, friendly and welcoming atmosphere, and the peace in the church.

When asked what they want more of in the future the congregation responded with a variety of answers. Some that were emphasized were: upbeat messages, kid friendly, adult education, more participation of youth in services, and the continuation of two services.

When asked what traits would be needed in a future Pastor to achieve what the congregation desires the following responses were highlighted: a great attitude, communication with the elderly and the young, a sense of humor, someone who will work with the people, strong leadership skills, out-of-the-box thinking, and ability to do more with less time/ adjust schedule/ be creative.

Pastor Jan Marvar remarked that this information shows what we have as a congregation and what we can do.

Council Retreat Review

Church Council President Melissa Westrick led a review of the Church Council Retreat. At the Retreat each Committee reviewed, with input from the entire group, what they have done and set some goals on what to do in the future. These are some of the comments:

Worship & Music Committee: Increase participation in the Lay Leader positions, develop a music ministry for children, use of Vacation Bible School songs, explore caroling and establish a bell choir. Pastor Jan said she would check with another congregation who might be willing to part with their bells for a bell choir. And, assess the number of verses in the hymns and perhaps only sing a couple verses from a multi-verse hymn.

Christian Education Committee: Keep a year round Bible Study, continue with Advent and Lenten materials, and create youth activity.

Service & Outreach Committee: Participate in Ecumenical services and outreach, participate in the day of praise with ECCO bookstore, be more involved in civic/community functions, coordinate coffee hours by recruiting families to host the coffee hours starting in January 2018.

Facilities & Support Committee: Keep signs updated, schedule a "big" cleanup of the church facilities in the fall and spring, check on resurfacing the parking lot, and explore the feasibility of updating the Educational Building electrical system.

Member Care Committee- This is a committee that needs to be created. Its function would be to create a church directory and keep contact information for the congregation current. This committee would also contact members who haven't been seen at church and/or church activities. The committee would also coordinate a new ministry- the Prayer Shawl Ministry

Youth Committee- This committee needs to be re-established to keep the youth of the church involved.

Prayer Shawl Ministry Proposal

Council Vice President Kathi Bokano explained the Prayer Shawl Ministry. Congregation member Gayle LeClair put together a proposal for a Prayer Shawl Ministry. It is to establish a group who would knit shawls for those in need, any comfort need. Members of the group may meet on occasion, but would also work independently on the shawls. As the shawl is made, those knitting the shawl will be praying. Kathi had samples of the shawls.

A motion was made by Paul Meteyer to accept the Prayer Shawl Ministry Proposal, supported by Jamie Inman. Motion passed unanimously.

Future Options for St. John's

Council President Melissa Westrick led the discussion on the options for Pastoral leadership at St. John's. This was one of the topics at the Council Retreat also. It was the consensus at the Council Retreat that we did not want to overwhelm the congregation with change. There have been a lot of comments from the congregation that like having Pastor Roger and Minister Enoch leading the services. Therefore St. John's would like to extend a two-year term to Pastor Roger Facione. For those times Pastor Roger is not available St. John's would like to have Minister Enoch lead the congregation.

Pastor Jan said that we have to remember that St. John's budget is for half-time. She suggested we may want to review contracts for Interim Pastors. She can provide examples and compensation guidelines are available from the Synod. Melissa asked about Pastor Roger's title under this proposal. Pastor Jan replied he would no longer be Primary Stated Supply, he would be the Pastor at St. John's. The Executive Committee will meet with Pastor Roger about the details of the two-year extension.

Don Hinz thanked Pastor Jan for leading and coordinating the Transition Team through the process.

Treasurer Opening

Treasurer Kim Dennis did not seek re-election as Treasurer and no one volunteered for the position. Kathi Bokano said the Council could offer a one year appointment.

Kim had some ideas to make it easier, consider a payroll service as an option. Kim will continue to be the Treasurer until someone volunteers for the position or St. John's chooses an option such as the payroll service. Pastor Jan said some churches have opted to use a bookkeeper who works with multiple churches.

Member Care Committee

Further discussion was held concerning the formation of a Member Care Committee and its functions. The tasks for a Member Care Committee were outlined as:

- Membership registration- Keeping track of church membership
- Church Directory- organizing, updating pictorial/address directory.
- Member-to-Member contact- Finding and contacting those who left the church
- Prayer Circle/Chain coordination
- Coffee Hour
- Special Congregational functions

This will be presented at the Congregational Meeting in January 2018. The Council will ask for volunteers.

Church Directory Update

Council President Melissa Westrick provided an update on the plans for a new church directory. December 13th from 3-8PM is the second day for pictures. Twenty more slots need to be filled to keep that date. Melissa encouraged people to ask anyone they may think of that would be interested in getting photos taken. They don't need to be members of the church. Suggestions were to make calls to members and also advertise it on the Church Facebook page.

Pastor Jan remarked this is a great time to put together a directory. It's an important recognition tool for members to get to know people.

Educational Building Rental

Chris Snooks asked for use of the Educational Building on May 20th for her son, Jonathan's Confirmation.

Shirley Tinson asks for use of the Educational Building on February 24th for a baby shower.

Paul Meteyer made the motion to approve the requests, support from Jamie Inman. Motion passed unanimously.

New Members

Krista Teschler is transferring from St. Luke to St. John's.

Motion to accept the transfer by Chris Snooks, support from Melissa Westrick. Motion passed unanimously.

Pastor Roger informed the Council that the engaged couple, Stephanie Jones and Scott Lindsey want to become members. Between them they have five children and they want to have two of the children baptized. Pastor Roger is working with them on dates.

College Student Care Packages

Chris Snooks informed the Council there will be six College Student Care Packages sent out. She will get postage boxes.

Kathi Bokano motioned to use Thrivent funds to pay for the postage, support from Joe Tinson Sr. Motion passed unanimously.

Motion to adjourn- Jamie Inman. Support from Paul Meteyer. Motion approved unanimously. 8:45PM

Minutes prepared by Jamie Inman