

**Holy Shepherd Lutheran Church**  
**Council Meeting Agenda**  
**September 18<sup>th</sup> 2017**  
**5:30 P.M.**

**5:30**            **Call to Order/Prayer/Communion**

**5:40**            **Approve June 2017 Minutes**

**6:00**            **Reports**

- **President**
- **Vice President**
- **Pastor(s) and Staff**
- **Vision Team**
- **Personnel**
- **Financial**
- **Ministry Team reports**

**6:30**            **Ongoing Business**

- **Vacant ministry team positions**
- **Policy on Ministry Team expenditures**
- **Emergency Preparedness**
- **Action Items**

**7:00**            **New Business**

- **Wish list**
- **Dot Davis Trust gift**

**REMINDERS & Upcoming Dates**

- **Pastor Michael sabbatical July, August and September 2017**
- **Sept 21<sup>st</sup> Repaving NE corner of parking lot**
- **Pr. Rick vacation September 23/24, Pastor Dan Bollman preach/presiding in his absence**
- **October 8th-22nd Family Promise**
- **October 21<sup>st</sup>-22<sup>nd</sup> disability/victim awareness weekend**
- **October 28<sup>th</sup> Confirmation dinner 5:30 p.m.**
- **October 29<sup>th</sup> Reformation Lessons and Carols 6:30 p.m.**
- **November 30<sup>th</sup> exit interview for Pastor Rick with council and Bishop Gonia.**

**7:30**            **Prayers of the Council**

**HOLY SHEPHERD LUTHERAN CHURCH  
COUNCIL MEETING MINUTES  
June 19, 2017**

**Present:** Jackie Johnson, Kevin Klinkerfues, Randy Updike, Jamie Curry, (Non-Voting Members: Pastor Michael TeKrony, Karen Novess)

**Absent:** Jeff Braden, Emily Parkhurst Gerald Scholten

**Call to Order:** The meeting was called to order by Jamie Curry at 5:34 PM.

**Minutes:** Kevin motioned to approve the May minutes, Randy seconded. Motion passed

**President' Report:** Jeff Braden  
Nothing at this time

**Vice President's Report:** - Jamie Curry  
Nothing at this time

**REPORTS:**

**Pastor's Report:** See attached. A couple of highlights: Pastors are inviting volunteers to assist with pastoral visitation over the next few months. A few have said "yes". If interested please visit with Pastor Rick. There will be some exciting services in July, August and September with visiting preachers filling in during Michael sabbatical. The dates are in the report.

**Vision:** Kevin Klinkerfues – Nothing at this time  
A big THANK YOU to Kevin for the new welcome center! It looks awesome!

**Personnel:** Randy Updike  
Randy will let Karen Novess know what the budget is for the children's choir directors.

**Financial:** Gerry Scholten  
Gerald was not in attendance, so no update on financials were available.

**Ministry Reports:** Received from Worship & Music, Ministry Partner, Property Team. Please see each report for an update on all the work these teams are doing.

**Narthex Renovation Team:** Karen Novess  
Karen reported that the team is close to completing the initial projects needed for renovating the Narthex area. They have realized that other things need to be done in the surrounding areas of the Narthex. They would like to move the adult education from the library area to the bell choir room for a couple of reasons. 1. Setting up and tearing down the library for the different events is very difficult and time consuming. The bell choir room would not have this issue. 2. They struggle with noise when the praise team is practicing and this can be an inconvenience. 3. Not able to re-set the space in a timely fashion for community time following the 10:45. 4. Using the library on Sunday mornings for adult ed doesn't allow it to be available for other meetings, gathering spaces or as a quiet/welcoming area, etc.

Karen presented a very detailed report (see attached) of what they think is needed to upgrade the bell choir room, make the fellowship hall more "electronically friendly" for HSLC and for outside groups who use the facility. HSLC has become the community church for many outside groups and if we truly want to be that place as part of our mission in the community we need to have a few upgrades done.

She is requesting the ability to do a fundraiser for approximately \$9,000-\$11,000 that would be used to finish the narthex, upgrade the bell choir/adult ed room, upgrade the media in the fellowship hall and buy some new equipment needed for the sanctuary. Kevin motioned to approve the fundraiser named "Facility Improvement Fundraiser", Jackie seconded. Motion passed.

### **Ongoing Business:**

- Vacant ministry team positions: Andy Johnson may be interested in the Evangelism role. Still working on other vacant areas.
- Policy on Ministry Team expenditures – postponed for now
- Summer break for council – off July and August. If needed a meeting can be called.

### **New Business:**

- Wish List – postponed for now
- Worship & Music facility usage request – this was Karen's report
- Andy Johnson call to rostered ministry as a deacon. The synod has asked that HSLC support this call. Rick is going to have a conversation about what this means and report back.
- Jeffco Judicial Support Program – a thank you letter was received from this group along with a \$100 donation. Jackie suggested that it go to the "Facility Improvement Fundraiser" as this is a good example of a group that uses our facility and why we need to make some improvements. Jamie will check with Gerald to make sure that is okay with the financial books.

Closing Prayer by Michael

The meeting was adjourned at 6:40

Respectfully submitted,  
Jackie Johnson  
Secretary

**Pastors' Report to Council**  
**Holy Shepherd Lutheran Church**  
**September 18, 2017**

Completed:

- Worship planning for Advent
- A great week at Sky Ranch with 8 awesome Holy Shepherd youth

Working On:

- Faith formation involvement
  - Thurs. AM Bible Study
  - Sunday Adult Education: Michael sharing about his sabbatical on November 5, Rick teaching Gospel of John on November 12, 19 & 26
  - Joint ELCA Confirmation with Lutheran Church of the Master, Centennial, and Atonement. 5 Holy Shepherd youth and parents participating
- Consulting with families re: memorial gift designations (ongoing) [Rick]
- Ongoing pastoral care with sick, homebound & grieving. Several in need of extended pastoral care; grateful for our parish nurse and home Communion ministers. Attempting to make the rounds of the homebound before retirement
- Ongoing seasonal worship planning process. [Michael]
  - Bible study of seasonal texts to discern theme
  - Planning meeting with team
- Staff advisor to Executive Team [Rick], Vision Team [Rick], Missions Team [Michael], Worship & Music Team [both], Abundant Living Team [both], and Spiritual Gifts Team [Michael]
- Fall Abundant Living emphasis (see Abundant Living report) [Rick]
- Urban Servant Corps board [Michael]
- Co-Dean of South Metro Conference of the Rocky Mountain Synod (Michael)

Vacation/Leave/Continuing Ed./Conferences:

- Continuing monthly spiritual direction (local) using continuing ed. time & money [Michael]
- Rick is on stay-cation September 19-24. Pastor Dan Bollman preaching/presiding Sept. 23 & 24. Continuing education September 27-29. Pastor Rob Moss, LCM, on call.
- Michael returns from sabbatical on Monday, October 2

Sabbatical Experience for Pastor Rick

- It has been manageable. I'm grateful for volunteer and pulpit supply preachers and have used some volunteers for pastoral care. Unlike previous sabbaticals, pastoral care has not been burdensome as emergencies and deaths have been minimal. Barb Suder has been a great help.

Other

- Rick's last day of work is December 7. I have 6 unused vacation days and 8 weeks of unused sick leave for 2017. I am requesting that I be paid at least through Dec. 15. I don't know what is appropriate consideration for the sick leave. Holy Shepherd will be billed for Brenda's and my health benefits for the full month of December.

# MINISTRY TEAM REPORT

## ***WORSHIPPING AND GROWING TOGETHER IN CHRIST SERVING AND REACHING OUT JOYFULLY TO ALL***

### VISION STATEMENT

As disciples of Jesus, Holy Shepherd Lutheran Church believes we are called to be in relationship with God, with God's people and with God's world every day.

Quarterly reports are expected from each team to the council; council will announce due dates. Reports (electronic is preferred) will be distributed by the office.

DATE: 9/18/2017

NAME OF TEAM: Abundant Living

1. What are we working on? How does this support the mission and vision?:

- Fall Stewardship Emphasis
- Monthly "Abundant Living Exercises" Pew Inserts

2. What decisions have we made? How will this support the mission and vision?:

The fall emphasis will include:

- Two more temple talks in October from team members
- A "Simply Giving" emphasis the last three weekends of October in an effort to increase the number participating
- A congregational mailing in mid-October inviting a financial commitment for 2018.
  - These will be gathered up to Thanksgiving
  - We are challenging people to increase the number of commitments received from 78 last year to 100 this year
  - We are challenging people to increase giving by 1% of income over last year
  - Commitments will *not* be kept sealed this year. We will be tallying and reporting # of commitments and total amount committed (confidentially)

3. How can council support you in your ministry?:

Prayerfully consider how you will personally respond and participate. Encourage others to participate.

Submitted by Pastor Rick

Report Form Approved by Council: April 17, 2012

## Youth

- **Sr. High**
  - 2018 National Gathering
    - In the process of getting kids interested in going. Possibly 6 attending
    - Registration: October
    - Fundraising begins soon!
  - RMS Youth Gathering: Nov. 17 – 19 Rainbow Trail Lutheran Camp
    - Registration: October
- **Jr. High**
  - Confirmation Dinner: October 28<sup>th</sup>
    - Following the 5:30 worship/confirmation service
    - 2 Confirmands

## WNL

- Started off very well.
- Cook team, again, offering a wonderful meal and fellowship time.
- Adult Ed is up and running. Bonnie Yockstick is a great leader for this ministry.
- Children's choir has restarted. Dianne Watts & Mike Madsen are excited to lead and have some creative ideas as to how to engage the youth

## Faith Formation

- **Youth Education**
  - Growing with Jesus
    - Regular group of teachers. Would like to expand the "teacher" base.
    - Continues to reach out to ALL youth who come for worship at all services.
  - Finished: Martin Luther Movie Event
    - Well attended and an informative & fun event
    - Thank you to the team who pulled it together: Bonnie Yockstick, Kat Patterson, Lisa Tomlinson, Pat Mohrbacher, Barb Stannard, Pastor Rick
  - Upcoming Event: Cross-Generational Martin "Drama"
    - October 7<sup>th</sup> 9:30am
    - In the planning process with Bonnie Yockstick

## Worship

- Upcoming Prep:
  - Thanksgiving Eve, Healing (Nov.), Advent

## Website

- Up and running. Thank you to Diane Klinkerfues for getting this started and her sister, Janette, for her help in transferring info to the site.
- It is a work in progress but hope to have most details up to date within the next few weeks. Very usable as is, though.
- If you have something you want on the site, please let me know.

## OTHER:

### Narthex design team (and other projects)

- Sunday Adult Ed (Bell choir room)
  - Finished! Many thanks to Peter Morse, Rod TeKrony & Gerry Scholten for removing the large divider. It was quite the job and I am grateful for their help in removing it. The room is much larger now, and a great space for class.
- Narthex Lighting:
  - Lights etc. purchased. Kevin Klinkerfues will be installing the lights in the next month
- Painting:
  - Hallway by bathrooms and entrance will be painted/finished by the end of October
  - This will be last of the painting for the original Narthex improvement.
- FH Projector & Sound/Light Board
  - Fundraiser still going on.

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**DATE:** 8-15-17                      **NAME OF TEAM:** Music and Worship Committee

1. What are we working on? How does this support the mission and vision?:

Current project being discussed are:

Legacy Quartet performance on Sept. 27<sup>th</sup>

500 year Reformation Anniversary Concert on Oct. 29<sup>th</sup>

Hiring a sound engineer for the 10:45 service

Music Schedule during services

Christmas and Holy Week worship schedules

2. What decisions have we made? How will this support the mission and vision?

See attached minutes

3. How can council support you in your ministry?

No current support needed. Thank you for all your work!