



St. John's Lutheran Church

Council Packet
October / 2021

St John’s Lutheran Church, Kasson MN

Mission: *Living in God’s Grace, St. John’s Lutheran Church is an inclusive community worshipping together, growing in faith, serving others, and living as witnesses of Jesus Christ.*

Council Meeting Agenda: October 12th, 2021

- 1. Call to order -
 - a. Approval of agenda
 - b. Bring forward any correspondence
- 2. Devotions – Heather

Nov	Grace
Dec	Dave Z
Jan 2022	Darcie

- 3. Report(s) –
 - a. Discuss previous meeting minutes, staff reports, commission reports
- 4. Finances –
 - a. Discuss previous month’s financials (September)
- 5. Get Down to Business –
 - a. Covid19 – Sam
 - b. CKP – Amanda
 - c. Personnel – Rayelle
 - Covid19 leave for hourly staff; paid or unpaid?
 - d. Succession planning –
 - e. Call process –
 - f. Stewardship commission – Jim or Lindsay
 - g. Roundtable –
- 6. Closed Session if needed. Elected Council Only.
- 7. God Sightings share
- 8. Motion to Adjourn. Lord’s Prayer

Upcoming Events:

- CKP fundraiser 10/10/2021 pancake breakfast at County Seat, Mantorville

Parking Lot (items for future consideration):

- Constitution update
- Council book study; ‘Growing Young’
- Properties usage and review
- Audit Report
 - ✓ Documentation of revision history to policies/procedures/forms
 - ✓ Include ‘Inventory of Fire Safe’ to secretary job description
 - ✓ Include ‘Oversees insurance photos taken of property every five years or with big projects or purchases’ to administrative assistant job description
 - ✓ IT security project

St John's Lutheran Church

Present: Rayelle Haase, Heather Hilgart, Dave Bornfleth, Lindsay Colwell, Sam Marsland, Pastor Cheryl Inderhar, Deacon Amanda Sabelko, Darcie Moehnke, Emily Carling, Ann Trihey, Pastor Mary Kaye Ashley, Michelle Coy, Jim Evenson

Absent: Grace Marsland

Council Meeting Minutes

September 14, 2021 7:00 p.m. – in person Fellowship Hall

- 1. Call to order – 7:06pm
 - a. Gail Jensen spoke on behalf of Interiors & Memorials for rearrangement of furniture in Fireside Room
 - b. Fred Ashe brought Lord’s Prayer plaque he donated previously and was looking for approval for where to hang it. This is part of the Interiors & Memorials rearrangement for the Fireside Room
 - c. Welcome Pastor Mary Kaye Ashley; new interim associate pastor
 - d. Approval of agenda – Motion Darcie; 2nd Ann; carried
 - e. Review any thank you notes or correspondence sent to Council or St. John's - none

2. Devotions – Dave B

Sept	Dave B
Oct	Heather
Nov	Grace
Dec	Dave Z
Jan 2022	Darcie

- 3. Reports (Sam)
 - a. Discuss/Approve previous meeting minutes, staff reports, and commission reports
Motion Emily; 2nd Darcie; carried

4. Financials (Dave B)

- a. Discuss/Approve previous month's financial (August)

-Overall financials are healthy, however need to work on where the pledged \$20k will come from to give to the Synod. This usually comes from the Lutefisk dinner (which is canceled for 2021). Will be looking to Stewardship commission and other congregation members to help generate ideas to raise additional funds for SJK’s pledge to the Synod.

Motion Ann; 2nd Michelle; carried

5. Get Down to Business

- a. COVID-19 updates (Sam)
 - no recommended changes at this time
- b. CKP update (Deacon Amanda)
 - fundraiser Oct 10 w/ County Seat (pancake breakfast)
 - 32 enrolled in CKP; 13 enrolled in LL
- c. Personnel Update (Rayelle)
 - CKP continues to look for staff including HS aides (≥16yo)
 - Reviewed and discussed the SJK COVID-19 Policy for returning to in-person work
Motion to approve policy Ann, 2nd Jim; carried
Personnel commission will work on how hourly staff will be paid while on Covid19 leave

- d. Congregational Informational Meeting with all commissions focus (Sam)
Sunday 9/19. Time 11:30am
- e. Audit report (Sam); these items continue to be worked on
 - Documentation of revision history to policies/procedures/forms
 - Include 'inventory of fire safe' to secretary job description
 - Include 'oversees insurance photos taken of property every five years or with big projects/purchases' to administrative assistant job description
 - IT security project continues
- f. Succession planning (Heather or Lindsay) – SJK is looking for volunteers for council positions and committees. Below is a list for your consideration:
 - President: Ballot name(s): Rayelle Haase
 - Vice President: Ballot name(s): ?
 - Secretary: Ballot name(s): Heather Hilgart
 - Treasurer: Ballot name(s): ?
 - At Large Members 1yr, 3yr, 3yr: Ballot name(s): Michelle Coy
 - Participants for Synod Assembly 3 adults and 2 youth
 - Nominating Committee for 2022 3
 - Audit Committee 3

Nominating committee meeting Sunday 10/3 between services in the Fireside room
- g. Call process discussion
 - Will the congregation need another transition team before putting together a call committee? No. Suggestion to write 'job' description for call committee members but this is clearly laid out in the Synod call process handbook as well. 6 voting members needed but more members can attend call process meetings and have input. Council approved moving forward with utilizing the call committee model but not necessarily forming the call committee right now.
 - Motion to form call committee with expanded responsibilities Heather; 2nd Ann; carried
- h. KM Drama Booster Club advertisement (Darcie) - \$500 half page for outreach to community and demonstration of support for our kids involved
 - Motion Emily; 2nd Dave; carried (abstain Michelle, Rayelle, and Darcie)
- i. Stewardship commission
 - Jim will represent council on Stewardship commission. Lindsay will be part of this commission as well
- j. Roundtable discussion
 - Lindsay: volunteers for ushering groups for Sunday morning services
 - Pastor Mary Kaye would like to encourage the congregation to wear names tags to assist new staff in learning names
- 6. Closed session - elected council – held
- 7. "God Sightings"
- 8. Motion to Adjourn 9:23pm Ann; 2nd Darcie; carried
- 9. Lord's Prayer
- 10. Upcoming events/ meetings: Congregational Informational Meeting Sunday 9/19 @11:30am
- 11. Parking lot (Items for future discussion):
 - a. Constitution Update
 - b. Council Book Study – Book 'Growing Young'
 - c. Properties Usage and Review

St. John's Kasson Congregational Council Quorum

Meeting: 9/17/2021, 6:30pm via zoom

In attendance: Rayelle Haase, Ann Trihey, Darcie Moehnke, Jim Evenson, Michelle Coy, Emily Carling

Guest: Dave Aakre – Properties Commission

Meeting was called to order at 6:33pm

First item: Repair of Bell Tower

Properties has proposed the bell tower to be repaired by Contractor Trent Keller. The bid is for \$15340. This is contingent upon him being able to secure the bricks for the price he has estimated. He wants to do the project in two phases:

- Phase 1 would be the demo work which is \$3800. He would like to be paid for that work when it is completed
- Phase 2 would be the reconstruction and the balance of the money would be paid when the work is completed by November 1st.

An anonymous donor has graciously offered to pay for all of the repairs to the tower.

There was some council discussion about the possibility the contractor would not be able to get bricks to complete the reconstruction. Dave Aakre said this is something that he can discuss as a possible concern of ours with Mr. Keller. Mr. Aakre explained that the contractor comes highly recommended from other members of the properties commission. The bid from Mr. Keller is significantly lower than other bids have been, and Mr. Keller is the only contractor that has agreed to complete the project this year. Other contractors so not have time to do the project.

Michelle Coy motioned we go ahead with the bell tower repair utilizing the anonymous donors funds.

Ann Trihey seconded the motion. There was no further discussion. Motion passed.

Second Item: Pastor Mary Kaye Ashley Housing Allowance

Ann Trihey motioned that congregational council resolves that the total compensation paid to Pastor Mary Kaye includes a housing allowance of \$22,800.

Darcie Moehnke seconded the motion. There was no further discussion. Motion Passed.

Third Item: CKP Hire of Preschool teacher Peggy Moran

CKP and Personnel commission recommend the hire of Peggy Moran to the position of preschool teacher at CKP.

Ann Trihey motioned that Peggy be hired as preschool teacher for CKP.

Michelle Coy seconded the motion. There was no further discussion. Motion passed.

Meeting adjourned at 6:47pm

St John's Lutheran Church

Present: Rayelle Haase, Heather Hilgart, Dave Bornfleth, Ann Trihey, Michelle Coy, Pastor Cheryl Inderhar, Sam Marsland, Emily Carling

Absent: Lindsay Colwell, Grace Marsland, Deacon Amanda Sabelko, Darcie Moehnke, Jim Evenson

Special Council Meeting Minutes

September 26, 2021 5:30 p.m. - via Zoom

Meeting was called to order at 5:36pm

CKP and Personnel commission recommend the hire of Ashley Dumais to the position of preschool aid at CKP.

Emily Carling motioned that Ashley be hired as preschool Aide for CKP.

Dave Bornfleth seconded the motion. There was no further discussion. Motion passed.

The meeting was adjourned at 5:39pm

St John's Lutheran Church

"Living in God's Grace, St. John's Lutheran Church is an inclusive community worshipping together, growing in faith, serving others, and living as witnesses of Jesus Christ."

Congregational Informational Meeting with All Commissions Focus

September 19, 2021 11:30am – in person Sanctuary

Power point slide deck available for this meeting and video recording.

Worship and Music: ways to help include learning to operate the soundboard, video equipment, ushering, greeting, volunteering your musical talents, altar guild, serving on this commission

Properties: ways to help include mowing, landscape cleanup, volunteering your skills with repairs or maintenance, donations to major repairs in near future (ie. Roof, parking lot, boiler system, etc.)

CKP and Little Lambs: ways to help include participating in fundraisers (ie. Pancake breakfast, lenten soup suppers)

Memorial and Interiors: ways to help include volunteering on this commission

Media: ways to help include volunteering on this commission, learning to operate the soundboard, video equipment, help update and maintain electronic equipment

Mission and Outreach: ways to help include contributing to globe offering and volunteering for Oasis Meals, volunteering for Meals on Wheels delivery. See bulletin board near fellowship hall for a more inclusive list of how to help

Youth and Family: ways to help include volunteering on this commission, sharing your talents with this commission and the youth, and prayer for our students

Education: ways to help include coming to Fall Fest 9/25/2021 5p-10p, volunteering for Wednesday Oasis education and Sunday School education, volunteer during the summer at Vacation Bible School (VBS)

Growth and Hospitality: ways to help include volunteering on this commission and ushering

Finance: ways to help include (TBD)

Stewardship: ways to help include volunteering on this commission, donations to help with large expenses (ie. Tithe to Synod, heating repair, bell tower)

Personnel: ways to help include (TBD)

Communication: ways to help include volunteering on this commission and/or sharing ideas or information with commission

Foundation: another opportunity above and beyond what the Stewardship commission does

WELCA: handbook available to learn more about WELCA

Sam gave the following Covid19 Task Force Update: (paste message here)

Call Process Update

- Six voting members are needed for this process however, more can take part in this process and contribute, but only six are allowed to vote
- Big piece of Phase 2 is the self-study

Q&A

- Becky suggested for a one-stop shop for any immediate volunteer opportunities for the congregation probably via the website
- Sam suggested utilizing our name tags for all new staff at SJK
- Suggestion box coming for pen and paper suggestions

Minutes for the Property Commission meeting held on 10/5/2021

Attendees: Daryl Melquist, Dallas Martin, Fred Asche, and Dave Aakre

Discussion Items:

- Property Commission Budget for 2022: We reviewed the proposed budget and did some minor updates. The input has now been given to David Bornfleth. (The proposed budget is \$1700 higher than the proposed 2021 budget due to expected increased energy expenses and some additional required kitchen fire protection upgrades.)
- Hot Water Heat leak: There is a plan for how to abandon the current Fellowship Hall radiator heating system. Deckleaver Mechanical (MMC) has given us a quote of \$18,895 to do the work. The additional news is, asbestos on the piping that will be disturbed by this work needs to be removed and disposed of . Anticipated additional cost is between \$500 and \$1000. The work on the repair is to continue after the asbestos is removed on 10/7.
- The bricks on the Bell Tower that was dedicated to Pastor Curtis Johnson in 1998 are cracking and de-laminating. We have a contractor committed and a member of the congregation that will pay for the work to do the repairs. This work will include removing and disposing of the bricks (already completed), procuring and installing new bricks with appropriate "wicking" ropes built in and a much better cap on top of the columns. Cost will be \$15430 and will be incurred in two phases (phase 1, removing and disposing of the old bricks, and phase 2 will be the installation of the new bricks and top cap). This work is intended to be completed by yet this fall.
- Parking Lot Striping Status: Roger has obtained the paint. The current plan is to do a minimal repaint on Sat 10/9, and complete the job in the spring. (We want some markings available for the winter, but would like to have the complete job done and fresh early next spring.)
- Fire Alarm Inspection: We have a contract with Custom Alarm to do the inspections 3 more times (yearly). This years is to be done by the end of December.
- Parking Lot lighting control: Electrical input to our timer system that runs the parking lot lighting his been interrupted a couple of times this summer and Dave has re-programmed them a couple of times. Note: we need to consider a better way to do this....the timer is very miserable to work with. Dallas take the lead in looking at a better alternative, such as using a photocel to trigger the lights.

Updates:

- Congregational Meeting: Dallas did a good job of covering for Property's at the Sept 19th meeting.
- Snow Removal: IMS will be doing our snow removal again this year. The contract with IMS has been signed and sent back to them. A copy of the new contract is available in the Property Commission folder. Pricing was up somewhat from last year.
- The Boy Scout trailers in the northwest corner of the parking lot are there temporarily (normally stored at the fair grounds) and will be moved out soon.

- The window film on the Narthax window that was crinkled up has now been replaced by Jason Ogilvy.
- Jason Blood of the Asphalt Maintenance Inc, LLC has patched two pot holes at the entry of the parking lot for no charge to St John's. (He grew up going to St John's and wanted to help us out. I have sent him a "thank you".)
- The St John's Church Emergency Plan has been updated with new contact information.

Work Projects committed but on “Hold” till time allows:

- Four Fluorescent bulbs in the Fellowship Hall need replacing (this will be done with volunteer help as time allows).
- We have 3 new (given to St John's) CO detectors that should be hung up as follows: One in the north utility room, one in the fireside room near the fireplace and one in the kitchen utility room near the furnace.
- LED Upgrades: The next areas to deal with are the CKP hallway and Youth Room. We will replace the fixtures in the old Sunday School wing hallway with new flat panel LED fixtures and put new LED tubes in place of the fluorescent tubes in the youth room, Little Lambs office and the hallway in the north Sunday School wing. There are some dedicated \$\$ to cover the costs, and we are working to take advantage of the Thrivent Grant \$\$ when possible. We plan to pursue these projects this fall.
- Roof Leak over the Narthax: There appears to be another leak in the roof near the entry to the main boiler room. Roger Carlsen will investigate.
- St John's sign on the outside front of the Sanctuary: This sign is getting rusty and needs to be cleaned and repainted. (The mounting integrated and “buried” in the siding and inside panels and it is quite heavy, so this work will need to be done off a lift.) Josh Fjerstad Painting has agreed to do this. Anticipated total cost with the lift rental expense should be less than \$1100.
- Boilers License Requirement: Pending. We have a St John's member that has offered to work on getting the appropriate license. In the meantime, we have a licensed boiler Engineer that is monitoring our boilers.
- Burned out bulb in a overhead light in the Sanctuary: Replacement requires borrowing a lift or the use of scaffolding as the fixture is about 24 Ft high in the pew area of the Sanctuary.
- It will soon be time to clean/replace our air handling filters.

"Back Burner" Items:

- Parking Lot Blacktop: The lot is breaking up over the years and will need to be replaced within the next 4 to 8 years. Estimated cost 5 years ago was over \$300000 to tear out, redo base and put down new blacktop.
- Replace the carpet in the fellowship hall (3400 sq ft):
 - Country Carpet ballpark numbers(estimate is several years old) : Removal and disposal is 39 cents per sq ft. Good quality carpet ranges between \$1.50 to \$2.50 per sq ft. 2 ft by 2 ft tiles go from \$3.00 to \$3.50 per sq ft. Installation is about 67 cents a sq foot.

- Another suggestion was made to go with hard surface on the floor and do a sound deadening treatment to the wooden ceiling.
- Mud Jacking: We have at least three areas (CKP entry, Front entry, and west Narthax entry) in our outdoor cement that have significant discontinuities and it would be good to get some “mud jacking” or grinding down the ledge done. Fred provide the name of a group that did work for Mike Asche and they feel the work was done well at a reasonable price. The name of the company is All-Star Mud Jacking (507) 421-6748 and cell (507) 259-7776 email is info@AllStarBasements.com.
- Flat Roofs: Roofing about the Narthax, Office and Choir room areas will likely need replacement within 7 years.
- Pneumatic Controls: The pneumatic controls for the boiler system are old and components (thermostats, compressor, piping) fail periodically and are complex. These should be replaced with modern electro-mechanical devices.

Respectfully Submitted by Dave Aakre for the Property's Commission

St. John's Lutheran Education Commission Meeting Minutes

Monday, September 20, 2021, 7:00 pm (via online)

Present: Heidi, Deacon Amanda, Carol, and Pastor Cheryl. Kelly was absent.

Call to Order - The meeting was called at order at 7:04.

1. Deacon of Faith Formation Report

- a. The first day of Sunday School & Club went great! We have a super awesome group of kids and great volunteers. We are still looking for volunteers for Wednesdays and substitutes for both Sunday & Wednesday.
- b. Milestone Planning - We will start regular milestone lessons for Kindergarten - 6th grade students in November.
- c. Congregational Meeting -- Deacon Amanda and Heidi are planning to attend for our commission.

2. Old Business -

a. Budget Surplus -

- i. Air Purifiers are purchased
- ii. Amanda will work on getting items other items by the end of 2021.

b. Fall 2021 Planning

- i. Wednesday Afterschool - 8 kids registered
 1. Deacon Amanda will follow up with families to see who else might be interested.
 2. We will be using the Blue Bus for transportation.
- ii. Milestones
 1. 4 year old and Third Grade Bibles - October 10th & 13th
 2. 3 year old Prayer Pillows - November 14th & 17th

c. Fall Fest - Scheduled for Saturday, September 25, 5 - 10 PM

- i. Planning for 100 - 200 people
- ii. Planning
 1. Movie 7:30 - 9 PM
 - a. Luca
 2. Food Trucks
 - a. El Samurai -- 6:30 - 10 PM

- 3. CKP Board (7 - 9 PM)
 - a. Popcorn
- 4. Activities (5 - 7 PM)
 - a. Youth & Family
 - i. Balloon Animals
 - ii. Face Painting
 - iii. Bean Bag Toss
 - iv. Other Lawn Games
 - d. Inclusion Ministry
 - i. Buddy Program
 - ii. Small-Group for parents of children with physical, learning, and developmental disabilities
 - iii. Congregational Education
 - 1. Volunteer Training
- 3. *New Business*
 - a. Theme Sunday School
 - i. 4 week - Trial Curriculum from SparkHouse & 1517 Media
 - ii. Deacon Amanda will evaluate lessons based on feedback from students, teachers, and parents who participated in Sunday School, Wednesday School, or Home Learning. Feedback will be passed onto SparkHouse as they continue in the development phase of Theme Sunday School.
 - b. Family Sunday School
 - i. Sunday, October 31
 - c. Christmas Program
 - i. We will be recording a Christmas program that can be premiered on Facebook. It will likely be a Sunday in December during Sunday School & Club 56.
- 4. *Roundtable* - Discussion was not held.
- 5. *Next Meeting* - Monday, Oct 18, 2021 at 7:00 PM

Creation Kids Preschool Meeting
Minutes
October 4th, 2021
7:00 pm

1. Deacon Amanda updates: Special needs group for parents/grandparents/caregivers given to each teacher to distribute to CKP families with dates for Oct. Amanda is checking on using the fellowship hall for a large motor space area. If not there, an alternative space.
2. Administrative updates-Sara: Hired Ashley as an aide on work study program Monday thru Thursday with 12 hours needed weekly. Welcome Peggy Moran back to Orange Otters 3's teacher. Offering assistant teacher position to Ashley Bye to utilize as extra hands and help in LL. Additional interviews set up for aide positions. Field trip scheduled for Northwoods Orchard on Oct 11th, 2021.
3. President's report-Michele: DHS updates include mandate to report all cases to MDH and to have an active Covid plan implemented with mandate to communicate close contacts to all students, staff, and families. Childcare stabilization grant accepted for the month of August 15 thru Sept 14th, 2021. Sara resigned from director/TT teacher effective Oct 28th, 2021. A letter drafted to TT families with additional class options will be sent out.
4. Classroom updates-Anne: Thanksgiving feast for just staff and teachers. Reserved fellowship hall for Nov 24th. Oct 13th fire trucks coming to CKP. Board approval for class photo purchase happening Oct 20th, 2021. Anne to make a flyer for students to sell Kwik trip car wash cards as a fundraiser.
5. Treasurer's report: Budget looking good. New budget for CKP reviewed.
6. Pancake breakfast/silent auction: New date tentative for Jan 23, 2022. Discussion on raffle baskets and having it in the fellowship hall at church.
7. Other items: Elise will draft an email to family members after determination of new students to classrooms addressing new staff and new faces. Trunk or treat proposal was revised by Elise and approved by the board with a date of November 1st, 2021. Elise will make flyers and submit to Sam Marsland.
8. Closed agenda
9. Adjourn

Memorial/Interior Design Meeting 10/5/2021

Attending: Gail Jensen, JoAnn Roth, Jennifer Smith

We discussed items on the agenda including: staff pictures, new chairs for narthex, redesign of Fireside Room.

JoAnn will update the collage of council members, musicians. Gail has called the company who made the current chairs in the narthex and will price the cost of purchasing approximately 8 chairs with arms. Gail showed the council the idea of redesign of Fireside Room, they are in agreement with the change. We will meet in October to work on this remodel. We will purchase 2 new small table plus a coffee table to replace the class tables for the Fireside Room.

We have not decided if we will meet in November.

Respectfully submitted,

JoAnn Roth

Communication Commission Meeting Agenda

October 5, 2021, 7:00 pm, via Zoom

Present: Ann Brenke, Laura Seljan, Jodie Tvedt, Ariana Wright, Katie Livingood, Pastor Mary Kaye Ashley

Introductions

1. Old Business (10 min)
 - a. Current Priority - member engagement:
 - i. Facebook Groups - Disability group has been created
 1. Team members can recommend this for any parents of children with disabilities, those who work with children with disabilities and others interested in supporting.
 - ii. Social posts to encourage engagement - [social analytics report available here](#) - most traction comes from photos of things we're up to, sharable content, call to action (value to viewers); engagement-specific posts are doing ok *I only posted FB updates as not much was posted on IG or Twitter this last month - getting back on the bandwagon this month!*
 1. Would anyone be interested in curating a few predictive text prompts?
 - iii. Member videos (in response to prompts) - tabled until there is an AV person to manage and/or pastor to help add direction
 1. Tabled until Dec/Jan
 - b. Connection Poster - getting printed/posted this week!
 - c. Brochure revision - [most recently published brochure \(2018\)](#) - Katie will start working on the updates, and the commission will help proof
 - d. Growth & Hospitality Welcome Packet - Next step - bring last meeting's list to Growth & Hospitality
2. New Business (40 min)
 - a. Opportunities spotlight
 - i. Brainstormed the use of a live Google Doc for this. Ann and Katie will collaborate to get this off the ground and posted on the website. Ann can help monitor for information that is out of date.
 - ii. Requested feedback about worship volunteers sign up option
 1. Online vs posted at church
 - a. Group thought the online live document or Sign Up Genius is most helpful so people can see what is needed in real time
 - b. Katie is going to talk with Lindsey about using an easel/wall in the Narthex to post information.
 - c. Laura suggested that our QR code poster should include the volunteer opportunities link too.
 - b. Email schedule
 - i. Katie gave an overview of different email strategies and asked for feedback.
 1. Laura and Jodie both appreciate one a week with a summary of everything and the

2. Laura also thought that consistency of day of week and time of day is good.
 - ii. About 40% of the people who receive the weekly email open and read it. These are great analytics! Laura shared that the industry average is 18%.
 - iii. Laura mentioned the weekly calendar is difficult to read sometimes. Katie asked commission members to look out for other calendar formats in emails.
 - c. Katie welcomes feedback about the website as well.
3. Planning - Using our talents with efficiency (5 min)
 - a. Where can the team step in:
 - i. Collecting Globe Offering videos - someone from Mission & Outreach?
 - ii. Review individual pages on website
 - iii. Design "engagement" posts
 - iv. Help curate a list of "Living as Witnesses" stories for the Snippets/social media
 1. Looking for ideas and stories to highlight - faith based and/or in the community. Can just be a few short sentences. Reach out to Katie with ideas.
 - v. Create one (or more throughout the year?) photo challenges.
 - vi. Overhauling the brochure.
 - vii. Others?
4. Next Meeting Topics
 - a. Katie mentioned her desire to request for a designated budget for the Commission.
 - i. Katie will pull together past expenditures and provide a recommendation
 - ii. Jodie mentioned the promoted posts on Facebook from another area church as an option to look into
5. Next Meeting (5 min) - Thursday, November 18th, 7:00 pm - Zoom

Deacon of Faith Formation Report

October 2021

Ongoing

- Collaborating with program staff on worship planning
- Weekly staff meetings with pastoral, program, and office staff
- Weekly communication with Children's Ministry students and families
- Weekly ministry connection for preschool families
 - Preschool Connections, Mondays @ 11 AM
 - Coordinate preschool chapel, Wednesdays
- Working with the Education Commission on continued planning and development of programming
- Advising the CKP Board and staff with continued programming.
 - In consultation with the CKP Board, over the next few weeks, I will be following up with CKP staff to debrief their transition process.
- Helping to keep program and CKP staff informed about state and local responses to COVID 19, including MDH and CDC guidance
- Equipping volunteers for Children's Ministries

Current Planning

Children's Ministry

Programming started on September 19th & 22nd. We have a good group of kids on Sundays and Wednesdays.

Our Afterschool Programming only has 9 students. The smaller numbers have led to greater flexibility in what we are able to do each week.

We are still looking for volunteers for Sundays & Wednesdays for all ages.

Adult Education

The next Adult learning opportunity will start soon. I am working with Pr. Mary Kaye on planning.

Our Special Needs Parenting Support Group will continue to meet this month. We are trying 3 separate times to meet the needs of our families. All are welcome to join us. I have also set up a Facebook Group to facilitate continued conversation from this small group as well.

Staff Updates

Office Hours - I am currently working at the office Monday through Thursday and Sundays. I am available via email - amanda@stjohnskasson.org or at 507-634-7110 ext.

Synod Involvement

- Zumbro River Representative of the SEMN Synod Faith Formation Table; Staying connected to other leaders in the synod through the Faith Formation Network
 - Providing guidance for First Call Rostered Word & Service leaders as well as TEEM Candidates as a First Call Small Group Mentor through the SEMN Synod Office of the Bishop
 - Rostered Representative on SEMN Synod Council; At-Large member on SEMN Executive Council
-

Days Off / Vacation Information

Planned continuing education on the following days:

- October 26 & November 2 (2 days)

Planned vacation on the following days:

- October 21 - 25 (2 days, 1 Sunday)
- October 28 (1 day)

Available Time Away, as of 10.06.2021

Quarterly Sundays: 4 (+3 from 2020)

Vacation: 10 days + 3 Sundays

Continuing Education: 8 days + 2 Sundays (+1 day & 1 Sunday from 2020)

Submitted by Deacon Amanda Sabelko

October 2021 Council Report

Director of Youth and Family Ministry

Ongoing

- Collaborating with program staff on Wednesday worship
- Preaching on Sunday mornings as needed
- Staff Meetings on Monday mornings at noon
- Weekly ministry connection for preschool families
 - Preschool Connections, Mondays @ 11 AM
 - Creation Kids Preschool Chapel time on Wednesdays 10:40am and 2:20pm (rotate with staff)
- Schedule and plan for 2021-2022 program year for confirmation program
- Serving as the chair of the SE MN Synod Minimum Compensation Guidelines taskforce; serving as the Zumbro River Conference representative and chair of the SE MN Synod Faith Formation Table.
- Working with the Youth and Family Commission on continued planning and development of programming and milestones for our older students
- Curriculum writing for middle school and high school ministry
- Youth Ministry communication planning to begin Fall 2021
- Prep for 2022 ELCA National Youth Gathering, webinars and recruitment planning. Serving as the SE MN Synod coordinator for this event.
- Equipping and recruiting adult volunteers for ministry
- COVID taskforce at St. John's.
- Supporting Mission and Outreach Commission as staff liaison. Working with the new chair of the Growth and Hospitality Commission to get that group restarted. Staff liaison to Youth and Family Commission. Attending Worship and Music Commission. Assisting Katie Livingood with recruiting for Communications Commission.

Current Ministry Focus

Middle School/Confirmation Ministry

- Currently we have 37 students in confirmation attending on Sunday and Wednesday. This is very similar to pre-COVID numbers for our programming. The majority of our students are attending on Wednesday evenings. The first 2 weeks of programming were spent in conversation getting to know one another (our 8th graders only had a total of 5 weeks in person last program year) and playing games outdoors using our wonderful space. Through outdoor lighting we have been able to create some very inviting outdoor spaces to gather.
- The week of October 3, our confirmation students took part in their first service project session. Our students helped serve in the kitchen, making tie blankets, packing hygiene bags for the Salvation Army, and writing notes to our shut-ins and nursing home members.
- This year our 7th grade students will take part in the fall bible milestone. October 10 and 13 they will be invited to join us at worship with their parents to receive their confirmation bible.

- Students and their parents will be doing an at home assignment for the week of Oct. 17. They will be doing a conversation/questionnaire to discuss and talk about the celebration of student's baptisms.
- There will be no in-person class on October 17 and 20th for this conversation time, and there will be no class on October 24 and 27.

High School Ministry

- Sunday mornings and Wednesday afternoons our high school students are volunteering as teachers and assisting with running programming for our elementary age students.
- The painting of our new shared youth space will take place sometime in late October or early November. Curt and Becky Knoepke have graciously offered to do the painting.
- We have had an average of 10 students attending youth group on Wednesday evenings, and a group of 4 who are coming after school for fellowship and to volunteer as well. We have been utilizing the courtyard space, adding outdoor lights and a portable fire pit.
- An informational meeting for current 8th-12th graders will be held on Sunday, October 17 at 9:30am for those interested in attending the 2022 ELCA National Youth Gathering.

Director of Youth and Family Ministry

- My regular office hours for the fall will be Monday and Tuesday 10:30am-3:30pm, Wednesday noon-8:30pm, and Sunday morning 7:30am-noon. I will be working from home on Thursdays. Some of the hours on Tuesdays are subject to change based on evening meetings, specifically the council meeting on the second Tuesday of the month. My regular days off will be Friday and Saturday. I have been swapping my work from home days on Tuesday and Thursdays based on meetings and events for the week. I am available beyond these stated hours, but I will for certain be in my office or in the building at these listed times.
- I will be on vacation and continuing education from October 18-24. My previously stated time off on October 17 has been canceled in order to have time for a summer 2022 trip meeting.

Days Off/Vacation Information

2021 Available Time Away (after the above notes)

- Quarterly Sundays=5 (2020 and 2021)
- Continuing Education= 6 days and 2 Sundays
- Vacation= 4 days and 1 Sunday
- Days off worked in 2021=17 Comp days taken in 2021(as of August 3, 2021)=17 (the remainder of what I had left I took as half days.)

Submitted by Lindsay Colwell, Director of Youth and Family Ministry

September 2021 Monthly Report from Pastor Cheryl

Meetings: I attended the following: Personnel, Council Executive, Council, Finance, CoVid Task Force, Education Commission, Worship Commission, Communication Commission, two WELCA and the Synod Monthly Interim Pastors.

I had 3 weekly staff meetings.

Worship: Lead 4 Worship services on Zoom and 3 In-Person services on Sunday. I preached 2 on Zoom and 2 In-Person services. I attended 4 Wednesday night Services. I Lead 3 and preached at one service.

Services: There were two communion services, one baptism and one funeral.

Pastor Care: Visited with 3 persons. Called on 5 persons. Wrote 4 notes.

Personnel: I, along with two from the personnel committee, did Kaye's mid-year review. All mid-year reviews are done. I am taking September 28, 29,30 off.

Interim associate pastor – Mary Kaye Ashley – September 2021

Thank you to so many for such a warm welcome! Am trying to learn names, catch up on visiting folks, learning about your systems, procedures, expectations. Please feel free to keep telling me if I don't seem to know something, or if I call you the wrong name 😞 And thanks to all wearing their name tags-it helps!

Ongoing – All of what I will be doing will be in some flux for a while, but here's what I was up to in September:

Visiting with groups – *won't be able to be at every meeting ongoing, but at the beginning, helps me to know things faster.*

Met with program staff, Mary circle, WELCA, afterschool program, Wed school, Club 56, SE MN interims, worship & music commission, 3 staff meetings, council twice, 9 visits with people at home or in facilities, confirmation classes & senior high

Office hours – I am currently in the office Tuesday thru Fridays, (gone a chunk of time many Thursday afternoons) and here Sundays, regularly work into evening. I am here Sunday mornings & often here Sunday afternoons to do prep work for sermons coming or other upcoming work. Available via email at PMK@stjohnskasson.org, or by calling church office at (507) 634-7110 and also by cell (612) 532-7083

I would love to sit down for some time & talk with you! If you're interested in visiting by phone or in person, please let me know. The more of y'all I know, the better I can serve y'all.

days off/ vacation info in Sept.

My contract says I have a weeks vacation for every 10 weeks served, up to 5/year. Since I had some commitments in September before I arrived, I have taken some of those days already out of my first 10 weeks serving. Thanks for your flexibility & generosity

Days off used: September 1, 2

Sunday off used: September 5

Planned vacation on the following days: Friday, November 5, Wednesday, December 22.

Planned continuing education on the following day: November 9 (SE MN Synod Theological Conference)

Available time away, as of 10/6/21

Vacation days through November 10 (10 weeks): 1 day

Vacation days through January 19, 2022: 1 from above + 5 days plus one Sunday

Continuing Ed : 2 days remaining through 12/31/21

In God's grace, as you all are,

Pr. Mary Kaye

2021 - Attendance at St. John's Lutheran Church													
Week Starting	Preschool Connections	GKP Chapel	Evening Worship	Wednesday Worship	In-Person Worship	Thursday Worship	9 AM Virtual	10 AM Zoom	Person Worship	Person Worship	Other Worship	Totals	Notes
6/7/2021	132				9		1232	5	105			1483	Wed outdoors. Sun. indoors at 9 AM with baptism
6/14/2021	382				5		574	8	82			1051	
6/21/2021	244						440	3	131			818	Baptism on Sun. indoors at 9 am
6/28/2021	58				6		450	4	91			609	
TOTAL	816	0	0	0	20	0	2696	20	409		0	3961	
7/5/2021							694	10	67			771	Sun. outdoors at 9 a.m. with baptism
7/12/2021					5		506	4	91			606	
7/19/2021					8		550	6	92			656	
7/26/2021	92				4		772	5	81			954	
TOTAL	92	0	0	0	17	0	2522	25	331		0	2987	
8/2/2021					6		450	5	87			548	
8/9/2021	62				0		404					466	Worship outside - Blue Grass Service
8/16/2021					5		628	5	98			736	Sun. at 9 a.m. 3 baptisms
8/23/2021	94				6		382	6	65			553	
8/30/2021	100				16		388	4	53			561	
TOTAL	256	0	0	0	33	0	2252	20	303		0	2864	
9/6/2021					10		566	5	82			663	
9/13/2021	126				10		298	5	62			565	5:30 Baptism 15 guests
9/20/2021	94				49		556	5	63			1076	Confirmation Sunday - 260 virtually
9/27/2021	86				55		206	6	68			452	
TOTAL	306	0	0	0	124	0	1420	21	275		0	2638	
Full attendance at https://bit.ly/SJK-2021-attendance													