



# **St. John's** Lutheran Church

**Council Packet**

**February / 2022**

**St John’s Lutheran Church, Kasson MN**

*"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: February TBD<sup>th</sup>, 2022**

1. Call to order – Michelle
  1. Approval of agenda
  2. Bring forward any correspondence
  3. Introduce new council members
    - Update contact information
    - Council Information for new members
2. Devotions – Assign remaining months

		July 2022	
Feb 2022	Michelle	Aug 2022	
Mar 2022	Heather	Sept 2022	
Apr 2022	Judy	Oct 2022	
May 2022		Nov 2022	
June 2022		Dec 2022	

3. Report(s) – Michelle
    - a. Approve previous meeting minutes, staff reports, commission reports
  4. Finances – Judy
    - . Discuss previous month’s financials (January)
  5. Get Down to Business
    - . Covid19 – Heather
      - a. CKP – Amanda
      - b. Personnel – Michelle
      - c. Stewardship commission – Jim or Lindsay
      - d. Call process – Pastor Cheryl
        - Council Liaison Needed!
    - f. Annual Meeting Update and Debrief
      - Letter of Notification
    - g. Roundtable
6. Closed Session if needed. Elected Council Only.
7. God Sightings to share
8. Motion to Adjourn. Lord’s Prayer

**Upcoming Events:**

- Next council meeting March 8, 2022 @7pm

**Parking Lot (items for future consideration):**

- Big Blue Bus

- Council book study; 'Growing Young'
- Properties usage and review
- Audit Report
  - Documentation of revision history to policies/procedures/forms
  - IT security project

**St John’s Lutheran Church, Kasson MN**

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

Absent: Deacon Amanda Sabelko

Council Meeting Agenda: January 11<sup>th</sup>, 2022

Call to order – Sam 7:02pm

1. Approval of agenda - Michelle/Emily/carried
2. Bring forward any correspondence
  - Properties commission has a member with a boiler license. Thank you Dan Roth!
2. Devotions –

Jan 2022	Darcie	July 2022	
Feb 2022	Heather	Aug 2022	
Mar 2022	Michelle	Sept 2022	
Apr 2022	Darcie	Oct 2022	
May 2022		Nov 2022	
June 2022		Dec 2022	

3. Report(s) – Sam
  - a. Approve previous meeting minutes, staff reports, commission reports - Emily/Rayelle/carried
4. Finances – Dave
  - Discuss previous month’s financials (December)
    - Approve finances: Michelle/Heather/carried
    - \$17000 must be paid back against Due to Dedicated. Finance commission is discussing how to accomplish this.
    - Budget review meetings are scheduled. See upcoming dates/times below for details.
    - 2021 tithe to Synod came up short \$11000
    - Invoice for heating repair in fellowship hall has not yet been paid
5. Get Down to Business
  - a. Covid19 – Sam
    - No new updates, changes, or recommendations from Covid task force. Next meeting is scheduled for February 6, 2022
  - b. CKP – Rayelle
    - Printer for CKP is on the fritz. Will collect data how much paper CKP/LL uses and present data to office staff to share printer(s)
    - Currently 3 positive Covid cases. Will consider closure if not an adequate staff
    - Registration paperwork/plans for fall 2022 in progress
  - c. Personnel – Rayelle
    - Motion to approve Rebecca Devilla as a temporary hire for LL assistant: Michelle/Dave/carried
    - Personnel handbook revisions reviewed. Motion to approve revisions: Darcie/Ann/carried
  - d. Stewardship commission – Jim or Lindsay

- Stewardship drive: Lindsay will prepare information for the annual meeting. Questions to ask ourselves; What is godly stewardship? How can we take it forward?
  - Please contact Lindsay or Jim Evenson with interest to serve on the Stewardship commission
- e. Call process – Pastor Cheryl
- Call committee is meeting Wednesday nights after worship
  - Working on a survey for congregation
  - Will be looking for a council member to sit in on some meetings
  - Vision and/or mission statement is what we call guiding principles
- f. Annual Meeting Agenda and ballot – Sam
- In person and zoom
  - Those joining virtually and would like to vote, will have to complete & submit a ballot by 5:00 pm Monday 1/24/2022 to the office using a sealed envelope to remain confidential
  - Those turning in ballots ahead of time who do not show up virtually (Zoom), ballot will not be counted
  - Nominating committee to turn ballot into Katie
- g. Budget - Dave
- Budget review meetings 1/19/2022 @7:30pm and 1/23/2022 @9:30am
- h. Worship and Music - Pastor Cheryl
- Stay with 2 services on Sunday (8:30a and 10:30a) and 1 on Wednesday (6:30p)
  - Ash Wednesday services at noon and 6:30p (were we going to live stream one of these?) I thought we were going to offer live streaming for one of everthing?
  - Maundy Thursday services 11:00a and 6:30p (and live stream)
  - Good Friday service 6:30p (and live stream)
  - Easter Sunday 8:30a and 10:30am (were we going to live stream a service on Easter?)
- i. Roundtable
- Big blue bus will not pass DOT inspection this November- Heather to gather information about options to replace. Will continue to be a parking lot item till update.
  - Pastor Mary Kaye request - Approval for concert as proposed by PMK: Rayelle/Michelle/carried
6. Closed Session if needed. Elected Council Only. Not held
7. God Sightings to share.
8. Motion to Adjourn. 8:52pm. Lord’s Prayer.
9. Upcoming Events:
- Budget Review meeting Wednesday January 19, 2022 @7:30pm
  - Budget Review meeting Sunday January 23, 2022 @9:30am
  - Annual meeting: Wednesday January 26<sup>th</sup>, 2022 @7:30pm
  - Next council meeting February 8, 2022 @7pm

Parking Lot (items for future consideration):

- Big Blue Bus ( I would remove this or change it to in progress since we discussed it and it this is being worked on)
- Council book study; ‘Growing Young’
- Properties usage and review
- Audit Report
  - Documentation of revision history to policies/procedures/forms
  - IT security project

## Properties

Several of the Property's team were together on Saturday (1/22) for the LED Upgrade project and therefore we (Daryl and I) don't see the need for a meeting on Feb 1. If something comes up, we will handle via email, phone, etc.

Updates:

- **New Property Commission Member:** We welcome Ralph Solberg to the Property Commission as a new member. Happy to have you Ralph!
- **Hot Water Heating System:** The compressor was acting up again on Saturday, and after we looked it over, it appeared it was just a loose belt. By Monday morning it was failing again. The drive motor had broken loose from the mount (the same motor that had been repaired a few days before for failed mount welds). Decklever Mechanical has handled this and here is their current status as of earlier today: "Hi Dave. Sorry, I had to make some calls to see where it was at. I have a new motor coming, supposed to be here on Thursday. It's supposed to be a heavier framed motor designed for higher torque and more starts and stops. I'll let you know when we see it. We're planning to install it right away" . In the meantime, the hot water heating system will be running with full heat (failed pneumatic controls default mode). CKP rooms are very warm as a result.
- **Fellowship Hall Hot Water Heating Fix:** We've been asked to agree to pay for part of the cost of the Fellowship Hall repair out of the Dedicated (93210) account. The majority has voted to use \$5000 of or balance for that purpose.
- **LED Upgrades:** At Saturday's work session, a good group of Property's Members and another volunteer showed up to make short work of upgrading 12 North wing (CKP/Little Lambs) hallway fixtures with LED tube lights in place of the current T8 Fluorescent bulbs and ballasts. All of this was paid for with a Thrivent Action grant of \$250. Our next step is to request more grant \$\$ (each Thrivent member can ask for 2 a yr) to repopulate the bulbs in the youth/Little Lambs room.
- **HVAC Description:** I have updated the HVAC description document and sent out copies to our Property's members. It's been a while since I've looked at it and have made several updates and corrections.
- **Boiler's License:** Dan Roth has a Special Engineer Boilers license and has agreed to have a copy of it posted in the Boiler Room. We will continue to manage the monitoring and maintenance of the system with Mark Madson doing the daily activities and Daryl and Dallas overseeing the activity.

Dave Aakre for Property's Commission

## **Worship and Music Commission Minutes January 11,2021**

Devotions were given by Pastor Cheryl

The worship hours and two worship services on Sunday was discussed. The consensus was to keep two worship services on Sunday with the following worship hours of 8:30 and 10:30 am.

Wednesday Lenten Services were discussed. It was decided to use Holden Evening Prayer, provided a reflection, different than the Sunday Homily, and communion on the 1 and 3 Wednesdays.

The following Services were discussed and agreed upon: Ash Wednesday two services at noon and 6:30pm; Maundy Thursday two services 11:00 and 6:30 pm, Good Friday one service at 6:30 pm; Easter two Services at 8:30 and 10:30 am.

First Communion for the fourth graders will be on Maundy Thursday at 6:30 pm.

The dates for Senior Recognition are: May 22 and 25, 2022.

There was further discussion on the location of the pulpit. Pastor Cheryl will check with Dave from the Property Committee about a railing on the wall where the pulpit is now located.

It was brought up that we may need to think of a policy on recorded music in use for funerals and weddings.

The next meeting of Worship and Music is March 15, 2022 at 5:30 pm.

## St. John's Lutheran Education Commission Meeting Minutes

Monday, January 17, 7:00 pm (via online)

Present: Carol, Heidi, Deacon Amanda

1. *Call to Order* - The meeting was called at order at 7:00pm.
2. *Deacon of Faith Formation Report*
  1. Deacon Amanda shared an update on Faith Formation classes.
    1. Children's Faith Formation classes will be returning to in-person during the week of February 6th. Home-based learning will still be available for those families who have chosen that program.
3. *Old Business - Budget Surplus -*
  1. We have a remaining \$1000 to finish spending.
    1. The remaining purchases include tables, seating options, whiteboards, and organization tools for the Faith Formation classrooms.
- a. Spring Milestone Planning
  1. Milestones
    1. First Communion Classes - Fourth Grade
      1. Starting the week of March 20th, classes will be on Sundays at 11:30 AM and Wednesdays at 5 PM for three weeks. The last class is the week of April 3rd.
      2. Communication will go out to parents at the beginning of February.
      3. The Celebration of First Communion will take place on Thursday, April 14th.
      4. Deacon Amanda & Pastor Cheryl will teach the classes.
- c. Inclusion Ministry Updates
  1. Small-Group for parents of children with physical, learning, and developmental disabilities
    1. Continuing to meet on the 2nd Monday of each month at 5:30 PM & the 3rd Tuesday of each month at 9 AM
  2. Deacon Amanda will also be working with a couple of individual families regarding how their child can best learn in the faith formation environment.
- d. Christmas Program
  1. We all agreed that the Christmas Program was a great success! We are so thankful to all the kids and adults who volunteered to play parts. We are especially thankful to Rayelle for editing the whole program to share online!
- e. 2022 Budget



.Deacon Amanda reported that our budget was received by St. John's Leadership Council without changes.

f. Covid Preparedness Plan Updates

0.Deacon Amanda has revised the Covid Preparedness plan based on current MDH & CDC Guidelines. The plan was submitted to the Covid Taskforce.

4. *New Business*

a. Spring Faith Formation

i.As noted by Deacon Amanda, we will start in-person Faith Formation again on Sunday, February 6th & Wednesday, February 9th.

ii.St. John's Afterschool programming will start at the same time.

5. *Roundtable* - Deacon Amanda shared that we'll start planning for Vacation Bible School in February. We also adjusted the week of VBS so that it was not during the same week as swimming lessons or Komet Academy. We will also start a conversation next month about how Faith Formation programming is currently our congregation and where we might want to make changes.

6. Adjournment - The meeting was adjourned at 7:34pm

*Next Meeting* - February 21, 2022, 7 PM

## Creation Kids Preschool Meeting Minutes

February 7, 2022

6:00 p.m.

1. St. Johns Update – Deacon Amanda
    - Covid-19 Task force Updates:
      - No updates to the food rules in the fellowship hall. However, after school kids can have a snack with 1 kid/table. Covid taskforce is meeting again in 2 weeks.
    - Special Needs Parenting Group:
      - This program is continuing to run. Amanda will send another flier home with the kids. Meeting cadence: 2nd Monday/month 5:30pm and 3rd Tuesday/month 9:00am in the Fireside Room
    - Summer Programming:
      - VBS = last week in June; students going into Kindergarten through 5th grade. LL kids going into kindergarten are able to come, VBS will pick them up.
      - LL could have a special opportunity to complete a special lesson, more information to come
  
  2. Administrative Updates – Peggy
    - a. Summer Registration Numbers
      - 23 current families completed the summer registration
      - 5 days: 6 kids
      - 4 days: 5 kids
      - 3 days: 4 kids
      - Drop-in: 1 kid
    - General discussion regarding staffing, we will need at least 2 staff at all times for summer programming
    - Push awareness via newsletter that current families have 1 week to decide and respond.
  
  - b. No visit from DHS, to date
- 
3. President's Report – Michele
  - COVID Updates:
    - Because the kids wear masks, CKP can follow the 5-day antigen test before coming back to school. If positive, test at day 7 or wait 10 days.
    - Must still send the letter out to families if a student tests positive.
    - Must still report to DHS, if positive student results.
    - Michele ordered home kids; still waiting for shipment to arrive.

- Mirrored off of JLH, but not the same. CKP is a bit more relaxed compared to JLH.
- If you receive questions from families, contact Michele and she will work through the logistics
- Summer registration form - review & approve
  - General updates, see mark-up from Anne
  - Patty will update Fall & Summer 2022 forms and have ready by 2/28/22 board meeting
- 2022-2023 Calendar - review & approve
  - Calendar changes
  - Lutfisk: 10/27 closed, LL open 10/28
  - No CKP: 11/23
  - Closed 12/23/22 - 1/2/23
  - Easter: April 9
  - Memorial Day: May 29
  - Elise: Motion to accept calendar based on discussion of dates
  - Seconded by Tanya
  - Motion passes
  - <https://docs.google.com/spreadsheets/d/121iooLVb6kq401G-bKE79fL0MMu6RY1jeVwy0B0nih8/edit#gid=77297793>
- 2022-2023 Class Schedule Proposal
  - General discussion regarding class planning and anticipatory staffing needs
  - Motion by Elise to offer:
    - OO: Three ½ days (M,Tu,W)
    - TT: Bridge - Three ½ days and One full-day (M,Tu,W,Th)
    - PP: Four full days (M,Tu,W,Th)
    - LL hours: 6:15am - 6pm (M-F)
  - Seconded by Tanya
  - Motion passes to offer classes as described above and outlined in the linked document: [https://docs.google.com/spreadsheets/d/1-rw7XQs2IR9Djw-8TIKPvyvlee\\_qOY4E/edit#gid=817957080](https://docs.google.com/spreadsheets/d/1-rw7XQs2IR9Djw-8TIKPvyvlee_qOY4E/edit#gid=817957080)

#### 4. Vice President's Report – Tessa

##### Questions:

- Does “capping” mean 20 kids/day or 20 kids total?
  - Motion by Anne: Cap summer program at 20 contracted students, plus drop-ins
  - Seconded by Angie
  - Motion passes: LL Summer enrollment will be capped at 20 contracted students
  - Proposed schedule clarification:
    - In the proposed class schedule, Tanya's hours are over the 1.0FTE, Elise updated chart to remove Tanya's name and indicate LL open hours

- [https://docs.google.com/spreadsheets/d/1-rw7XQs2IR9Djw-8TIKPvyvlee\\_qOY4E/edit#gid=817957080](https://docs.google.com/spreadsheets/d/1-rw7XQs2IR9Djw-8TIKPvyvlee_qOY4E/edit#gid=817957080)

5. Classroom updates – Anne
  - Students are doing great! Nothing urgent to report.
6. Treasurer's Report – Justin / Angie
  - January numbers: +\$55.87; Scholarship fund \$2,250; Covid fund \$52,000
  - Justin leaving the treasurer role: Creating list for Angie; budget, deposits, billing; etc. for the end of school year
  - Angie will start as treasurer at the end of the 2021-2022 school year
7. Other Items:
  - Fundraising/Upcoming Activities
    - Cards for a Cause - How is this going?
      - Went in February newsletter
      - Facebook post
      - Sold 25, to date
  - Pancake Breakfast - canceled due to Covid
  - CKP Sunday - March 20th - Michelle, Peggy
    - sing/silent auction/artwork
    - Usher at both services
    - Readers at both services
    - 8:30am: OO
    - 10:30am: PP
    - Peggy will create a list and organize volunteers
  - Soup Supper - March 23rd - canceled due to Covid
  - Soup supper kits - Anne to create proposal and submit to Covid Taskforce
  - Dodge County Expo - finalize details
    - Date: March 26, 2022
    - Time: 8:00am - 2:00pm
    - Volunteers: Peggy will set-up volunteer spreadsheet
      - 2 adults/ maybe 2 kids for each hour
    - Brochure: Anne to update
    - Business cards: Peggy knows where these are
    - Pens & note paper
    - Give-aways: look for oriental trading company box; if anything needs to be ordered Amanda will order with tax-exempt credit card
    - CKP will not be signing this year

- <http://www.dodgecountyexpo.com/>
- Open House in April - Tabled
- Discretionary funds - \$10-15/kid; each lead teacher has CC or Visa gift card - Tabled

Next board meeting: Monday, February 28 - 6:00pm

Minutes Submitted by: Elise Bieri Patzke, 2/8/22

## **Memorial/Interior Design meeting, 2/8/2022**

Members present: Gail Jensen, Nancy Johnson, JoAnn Roth

We discussed purchase of furniture from Quality Woods in Rochester. The decision was made to purchase 1 coffee table and 4 end tables. We will qualify for tax-free on these purchases. Nancy Johnson will make the purchase.

We finalized the choice for 2 pictures to be purchased online from Framed Art. The 2 pictures will be placed on the wall above the couch in the Fireside Room. Nancy Johnson will also take care of this order.

We finalized the plan for portraying the former pastor's pictures. We will frame Pastor Dave and Pastor Nirmala's pictures as well as obtain a picture of Pastor Dana for display.

The paint color has been selected and the Building Commission will be picking up the paint from Hardware Hank as well as painting the walls for the Narthex as well as the Fireside Room.

We will not be meeting in March and will plan to meet again Tuesday, April 5 at 6:30pm in the Fireside Room.

Respectfully submitted,

JoAnn Roth

## **St. John's Finance Committee Meeting 2/8/2022**

Attendees: Pastor Cheryl, Judy, Justin, Tim, Emily

### Review of January financials

- Property Expense of \$9,447.50 - confirming this is for fellowship heating repair
- Checking account balance discussion

### MN Energy Budget Plan

- Judy and Kaye looking at gas bills and moving to budget plan, where we pay \$851 per month in 2022 (rather than \$2-3k+ for Winter months)

### Other payments looking to move to credit card or auto-payments

- KM Telecom, property insurance, MN Energy, City of Kasson
- Simpler for both Kaye and Treasurer

### Credit Card Discussion - research requested for March Finance Meeting

- Judy suggested the Finance Committee research best credit cards for nonprofits
- Looking for rewards/cashback on purchases like office supplies and things St. John's uses a credit card for
- Also looking for no annual fee or additional fees for # of cards issued

### Cash Management Policy Review

- Raising threshold from \$100 to \$200 for purchases requiring pre-approval by Finance
- Finalizing other language in the document and Judy will circulate final version

Lindsay update: GL 76540 - will be getting \$1200 refunded due to Youth Gathering being cancelled. – Refund can go back to Y&F Income 3503

Growth & Hospitality Commission report –

**Want to join in this effort?**

I have been entrusted with the task/responsibility of working with the Growth & Hospitality Commission. If you have info about what you'd like to see the future of that effort, let me know, ok?

Respectfully submitted, Pr. Mary Kaye

2/4/2022

## **Deacon of Faith Formation Report February 2022**

### **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.
  - 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**

##### Faith Formation

We will be re-starting in-person learning during the week of February 6th.

Home-based learning will still be available to those families who registered at the beginning of the school year and is also an option for anyone that would like to join.

St. John's Afterschool programming will also re-start on February 9th. We have worked with the Covid-Taskforce to establish guidelines for snack-time that adhere closely to what is expected of schools.

##### First Communion



First Communion Classes will begin the week of March 20th. Families who have a student in fourth grade will receive information about classes and the Celebration of First Communion at the beginning of February. Older students who have not had the opportunity to participate are also welcome to join.

### **Adult Education**

Pastor Mary Kaye has been offering an adult study on practices of the Christian Faith.

Our Special Needs Parenting Support Group continues to have a majority of our participants from the community. This month we will be meeting on February 14th at 5:30 PM and Tuesday, February 15th at 9 AM.

### **Staff Updates**

#### **Continuing Education**

In January, I participated in the Southeastern Minnesota Synod's Faith Formation Network Retreat. Dr. Terri Elton was our speaker and lead us through a discussion about current changes in ministry and how the world has had an effect on all the things we do.

**Office Hours** - I am currently working at the office Monday through Thursday and Sundays. I am available via email - [amanda@stjohnskasson.org](mailto:amanda@stjohnskasson.org) or at 507-634-7110 ext. 14

#### **Synod Involvement**

- Zumbro River Representative of the SEMN Synod Faith Formation Table
  - What does this mean?
    - I attend regular monthly Faith Formation Network meetings. These are on the 3rd Thursday of each month from 12 - 1 PM.
      - I get to connect with other faith formation leaders in our synod to get new ideas and colleague support.
    - The Faith Formation table meets 3 - 4 times a year and splits up hosting each monthly gathering.
      - I hosted in November providing a space for faith formation leaders to reflect on the last year and pray a blessing over them.
      - I am also helping to plan our annual retreat in January 2022.
    - On average, I spend about 2 - 3 hours a month on Faith Formation Network leadership.

- Rostered Representative on SEMN Synod Council; At-Large member on SEMN Executive Council
    - What does this mean?
      - I attend regular synod council meetings every other month. These are generally on Saturday which is one of my days off.
      - I also attend regular executive council meetings every other month. As one of two “at-large” members, I make a lot of motions and seconds, and also help set the agenda for our regular council meeting. These meetings tend to be on a regular workday and take up about 2 hours of my time every other month.
- 

### **Days Off / Vacation Information**

Planned continuing education on the following days:

- February 11 - 14, ELCA Youth Ministry Extravaganza (1 day, 1 Sunday)

### **Available Time Away, as of 02.02.2022**

Quarterly Sundays: 4

Vacation: 16 days + 4 Sundays

Continuing Education: 9 days + 2 Sundays

Respectfully Submitted by Deacon Amanda Sabelko

## **February 2022 Council Report**

### **Director of Youth and Family Ministry**

#### **Middle School/Confirmation Ministry**

- The second half of our program year will be spent studying and doing hands on activities on Luther's Small Catechism, how to use our study bibles, mentor conversations, service projects, and during Lent we will be doing a study from Fuller Youth Institute called The Big Questions focusing on the questions that help young people determine who they are and grounding themselves in their identity as children of God.
- Our students resumed in-person class the week of January 30. We are in the midst of a study on the Lord's Prayer from Illustrated Ministry. We are examining the different petitions of the Lord's Prayer through scripture reflection, art activities, and small group conversations. This will continue through the week of February 20, and then we will do a week of study on the Apostles' Creed before students meet with their mentors the week of Ash Wednesday for their 3rd guided conversation of the year.
- A Sign-Up Genius has gone out to encourage students and their families to help with worship assisting such as ushering and reading in worship.

#### **High School Ministry**

- Unfortunately, due to my schedule with my son, distance learning in the last part of January and illness at our house, the work on rooms 8 and 9 has not been able to happen as of yet. We will be scheduling some work days to begin work in that space.
- On Sunday, January 30, it was announced that the 2022 ELCA National Youth Gathering has been cancelled due to ongoing concerns surrounding COVID. While this news is disappointing, our Youth and Family Commission will be looking at several alternatives for our summer. There are some wonderful options through our ELCA camps (Good Earth Village and Sugar Creek) as well as other opportunities that are being offered from other youth ministry partners. More information on this will be coming in the next couple of weeks.

- We continue to have anywhere from 5-15 students attending youth group each week. We are currently meeting from 5:30pm-8:30pm, with students attending Wednesday evening worship.
- I was able to attend the one act play at the end of January at KMHS. Our students were amazing in telling a very difficult story surrounding a deadly garment district fire in the early 1900s in the play The 146 Point Flame. I am looking forward to supporting our middle school students as they perform The Lion King, Jr. at the end of February. I encourage everyone to continue to share the activities that they are involved in with me as I would love to be able to come and support you all in the ways you share your many talents in the community!

### **Director of Youth and Family Ministry**

- My regular office hours for the winter will be Monday and Tuesday 10:00am-3:15pm, Wednesday 11:00am-9:00pm, 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 was able to take part in the first session of Hybrid Ministry in a Post Pandemic World through Luther Seminary in January. I will be catching up on the sessions I missed due to other continuing education events, specifically our SE MN Synod Faith Formation Retreat that took place online with Dr. Terri Elton on her book, Journeying in the Wilderness: Faith Formation in the 21st Century. More information on this topic can be found at <https://journeyinginthewilderness.org/>
- I will be attending an online training February 10 and 11 to wrap up things from the 2022 Youth Gathering planning and looking ahead to the 2024 Youth Gathering. I will also be taking part in the ELCA Youth Ministry Network Extravaganza continuing education event online February 11-14, though I will be present on Sunday, February 13 for worship, education time, and the council meeting/congregational special meeting.
- I will be on vacation February 18-21, 2022.

### **Days Off/Vacation Information**

2022 Available Time Away (after the above notes)

- Quarterly Sundays=4
- Continuing Education= 4 days, 2 Sundays
- Vacation= 11 days, 2 Sundays

Submitted by Lindsay Colwell, Director of Youth and Family Ministry

## Youth and Family Commission Agenda/Minutes

Thursday, February 3, 2022 via Zoom

Attending: Lindsay Colwell, Mindy Knutson, Katie Freerksen, Tim Hruska, Danica Thornburg, Carrie Hruska, Pastor Mary Kaye Ashley, Erin Quam, Brian Giese, Megan Giese, Grace Marsland

Absent: Patty Foster, Heather Hilgart

See the [Summer 2022 folder](#) for resources on camps

### Meeting Topics

- Quick overview of budget for 2022
- Milestones
  - Driver's license/permit milestone
    - April 3 and 6 at worship
    - Action needed:
      - Lindsay will put together liturgy from milestones binder
      - Notify families through all communication channels
      - Someone from commission: find keychains, 2 different, one for permit, one for license=Erin Quam
- Summer 2022
  - Sugar Creek Bible Camp
    - Tiered pricing (\$695, \$495, \$395)
    - June 12-17, 2022
      - Confirmation Camp current 6-7th graders
      - Horse Camp current 5th-7th graders

- Riverboats current 8th-12th graders (Tier 1 or 2)
    - Elevated current 8th-12th graders
    - SIT-LIT program current 10th-11th graders (12th graders?) (Tier 1 or 2)
  - Other weeks available
  - Family Camp
    - July 5-8; August 7-10; August 11-14
    - \$120-\$175 per person based on housing choice
- Good Earth Village
  - Tiered pricing (see schedule)
  - Preschool Play Days
    - July 9 and 30; ages 3-5 and an adult; \$30/pair + \$5 for each additional person
  - Intergenerational family camp
    - July 22-24; August 5-7
  - Wide variety of camp opportunities for current K-12 graders
- Action Packed Day Camp
  - Service in the Twin Cities, full day and then an overnight, to do something fun the next day
  - High School Students
    - Current 8th Graders-current 12th graders
  - Middle School Students
    - Current 4th graders-current 7th graders
- Alternative to Youth Gathering
  - ELCA Youth Gathering in Minneapolis cancelled due to ongoing COVID concerns.
    - Driver's Education=May 30-June 10
    - July 24-28-camping
    - Multicultural Youth Justice, July 21-23, virtual event
- Fundraising
  - Take out options
    - Mother's Day
    - Soup Take Out

## **January 2022 Monthly Report for Pastor Cheryl**

**Meetings:** I attended the following: Personnel, Executive Council, Finance, Council, Covid Task Force, Program Staff, SEMN Synod Interim, Call Committee and Annual Meeting.

I had 3 staff meetings and met with staff during the week.

**Worship:** Led 2 Zoom worship services. Preached at 5 services and assisted at 1 service. Led 2 chapel services with CKP students and staff.

**Services:** There were 19 worship services and 11 services with Communion.

**Pastoral Care:** Visited with 3 persons and called on 2 persons.

**Vacation:** I was on vacation for one week this month.

Interim associate pastor – Mary Kaye Ashley –January 2022

I will continue to be grateful as I am trying to learn names, catch up on visiting folks, learning about your systems, procedures, expectations. Would everyone reading this on council have ½ hour this month for an interview in person or on Zoom, Duo, Google Meet? Call, text or email with a suggested time, and I'll respond ASAP. If you are not able to, would anyone else in your family be willing to, (kids included!) 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! *Please also tell me if there's someone who wants a visit who is not on our visitation lists, or who you think could really use a visit, on the list or not, or someone in the hospital, if they're okay with me and/or the church knowing. Thanks!* You can help me learn some of the things that are not written down. 😊

Ongoing –Here's what I was up to in January:

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

Did 1 funeral of a member. Met with program staff, 5 staff meetings, prepared reports for 1 council meeting & 1 annual meeting, and assisted with preparing for and helping happen the annual meeting & Zoom connections, 10 visits with people at home or in facilities, attempted 2 hospital visits, met with Sr. high youth group once, 1 mtg. of Covid response team, led CKP chapel twice, meeting with one family preparing for baptism, and 1 meeting with family planning funeral. Also participated in 1 pastors' text study.



**Office hours** – I am currently in the office, (unless I am out visiting) Tuesday, Wed, Thurs (morn & eve), Fridays, work into evening many days. I am here Sunday mornings & often here Sunday afternoons to do prep work for sermons coming, visits or other upcoming work. Available via email at [PMK@stjohnskasson.org](mailto:PMK@stjohnskasson.org), or by calling church office and also by cell (612) 532-7083

**Adult education (including senior high youth)** – I offered an adult ed class on faith practices, at 2 times local wisdom suggested might have worked. It would have included talking about faith practices around prayer, food, worship, sacraments, money, service & community. No one responded saying they wanted to participate. I would be happy to do that at another time if I can figure out interest. I also had some folks tell me that “some other folks” might be interested in adult ed. Including other topics or Bible study. Someone also suggested an all men’s group. Am happy to do that, too, understanding that for me to do that, it would be an *almost* all men’s group. (I already do one for fathers of young children every week). I would be delighted to help that happen, so if you know any of “these people”, I am open to hearing what date, time, topic, format, venue, what book of the Bible, what book for another kind of book study. (Some of the books I would love to dive into with other people include Caste; Made, Known, Loved; Holy Envy; Choosing Civility; It’s What You Make It; God’s Country, but I am very open to other’s choices. *(These I have in my office, and you could look at them.)*

**Ushers, readers, welcome at desk:** *We need help, and we will show people what to do!* One of the things I’ve been working on, without much success, is recruiting folks for these roles. *Anyone who reads well can be a reader of Scripture in worship.* If you have a willingness to recruit for a Sunday, a month, or any other way of contributing to these tasks being done, please let me know, or call me or Annette in the office to know what’s currently still open. Thanks! *We really need folks willing to help with these tasks. Confirmation families will be intentionally approached about ushering, but we surely could use more help*

**I am especially interested in things you’d like to do that no one has asked you to do. Really!**

**Growth & Hospitality Commission** – I have been entrusted with the task/responsibility of working with the Growth & Hospitality Commission. If you have info about what you'd like to see the future of that effort, let me know, ok?

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days off/ vacation info in December.

*My contract says I have a week of vacation for every 10 weeks served, up to 5/year. (I am now in the 3<sup>rd</sup> 10 weeks.) 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. Because of a situation in which I was especially able to be helpful to some friends, I took not ½ days off on Thursdays, but whole days until my school's winter break. Thanks for your flexibility & generosity.*

Days off used: September 1, 2, November 5, 11, 18, December 4, 11, 18, (Feb 23 planned)

Sundays off used: September 5, + (will be off Sept 20)

continuing education used: ½ day, Sunday, November 7 and November 9 (SE MN Synod Theological Conference), synod Faith Formation Team retreat on Jan 13 & 14 day & half

**Available time away, as of 1/1/22**

Vacation days through January 19: (20 weeks): 1 day (planned days off already counted as used)

*(I had been counting vacation days wrong. I had been counting a week as 5 days + Sunday. However, I also worked 2 staff holidays (see below) The day above is correct.)*

Holidays worked resulting in additional days off: New Year's Eve (for New Years Day), additional day (for Christmas Day worked) = 2 additional days

Continuing Ed : 1 days remaining through from first 10 weeks, + 4 days thru January 19<sup>th</sup>= 5 ½ days

(ELCA Youth Ministry Network Extravaganza Feb 11 and part of 13<sup>th</sup> continuing ed: already registered for).

In God's grace, as you all are, too, Pr. Mary Kaye