

**The Lutheran Church of the Good Shepherd
Council Meeting Minutes**

Meeting Date: February 19, 2019

Meeting Location: Room 202

In Attendance: Pastor Teal Anderson, Connie Charitonuk, Pastor Greg Fetzer, Glenn Garbinski, Sharlene Krause, Ken Lorentzen, Gina Miller, Lauren Rein, Dave Stark, Lisa Steel, Ruthann Sutherland, John Verbillis

Excused: Blair Fetzer, Lindsay Guckert, Patty Resnik

Topic	Details	Action/Follow-up
Call to Order	Meeting was called to order at 7:04pm by Ken Lorentzen.	
Opening and Prayer	Pastor Greg Fetzer opened the meeting with a discussion on progressing as a disciple making congregation and shifting from a maintenance congregation to a mission congregation. He then led the Council in prayer.	
Treasurer's Report	Lindsay Guckert submitted the February Financial reports electronically.	Informational
Capital Campaign	Ken Lorentzen reported that Stuart Goemmer submitted the campaign's fundraising goal to Council and the Committee will proceed with a plan for meeting the goal.	Informational
Parsonage Rental	Ken also reported that Stuart Goemmer has submitted the status of renting the parsonage. He has obtained an estimate that the parsonage could be rented for approximately \$1,700. He added that money will need to be spent to prepare the property for rental, as well as insurance, taxes, and ongoing maintenance.	Informational
Future of NCCS	Dave Stark reported that NCCS will not be renewing their lease and will be leaving at the end of the school year. They currently pay \$5,000/month and have requested a reduction in their payment to either \$4,000/month for the remainder of the school year or \$5,000/month and pay nothing in June. Dave added that NCCS understands that they are required to clean, paint and repair the property to make it whole upon leaving. Most agreed that there is no need to give rental relief to NCCS if they are not renewing the lease and Dave will work to get payment of the full amount either as it is due or over an extended period if necessary. Ken Lorentzen added that FLO should establish a committee to find a new tenant for the education wing.	Action: Dave will attend a follow-up meeting with the NCCS Board Chair. Ken and Glenn will plan to attend as well.

	Ken will draft a letter to notify the congregation about NCCS leaving at the end of the school year.	Action: Ken will contact Patty Resnik about establishing a committee. Action: Ken will draft a letter to the congregation.
Council Structure and Roles for 2019	Ken reviewed his Proposed Re-structure and Focus Areas. After reviewing the organizational structure and constitution he wanted to retool what we do. The new proposed structure will divide ministry teams into 4 key areas: Finance and Legal Operations, Communication and Strategic Planning, Congregational Life and Stewardship, Spiritual Leadership and Pastoral Care. His presentation is attached.	Informational. See attached Proposed Re-structure and Focus Areas.
Council Reporting Requirements	Ken reviewed the information that should be in the Monthly Reports to Council as well as information that should be immediately reported to the Executive Committee. His Council Reporting Guidance is attached.	Informational. See attached Council Reporting Guidance.
Facilities	Gina Miller reported that she has sent the repair proposals for the library restoration to Ken Lorentzen, Blair Fetzer, and Glenn Garbinski for review. Once they approve, the work can move forward.	Informational.
Worship and Music	Sharlene Krause reported that the Music Director search committee has received applicants and the process is moving forward. Preparations for Lent and Easter are progressing.	Informational.
Christian Education	Lauren Rein reported new season of Faith Groups have started to meet.	Informational.
Youth	Pastor Teal Anderson reported that the Youth are preparing for the upcoming Youth Sunday.	Informational.
Outreach	John Verbillis noted that the Social Justice team had a retreat in January and Outreach is meeting February 26.	Informational.
NCCS Spring Musical	NCCS will set up the stage for their spring musical in the Celebration Hall after the Palm Sunday services on April 14, 2019.	Informational.
Adjournment	Pastor Greg closed the meeting in prayer. The meeting adjourned at 8:44pm.	Informational.
Next Meeting	Tuesday, March 19, 2019, 7 p.m. in Room 202	
E-Votes New Members	Dave Stark moved to approve the following individuals into the membership of the Lutheran Church of the Good Shepherd by Affirmation of Faith on Sunday, March 10, 2019: Darius Dixon, John Helmick, Hanna Janes, Devid Petr, Joni Poust, David Poust, Daniel Williams, and Joseph Groff IV who was received at Baptism on March 3, 2019.	Motion approved.

January Meeting Minutes	John Verbillis seconded the motion and the motion passed. Glenn Garbinski moved to approve the January Council Meeting Minutes. Lauren Rein seconded the motion and the motion passed.	Motion approved.
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LCGS Council 2019

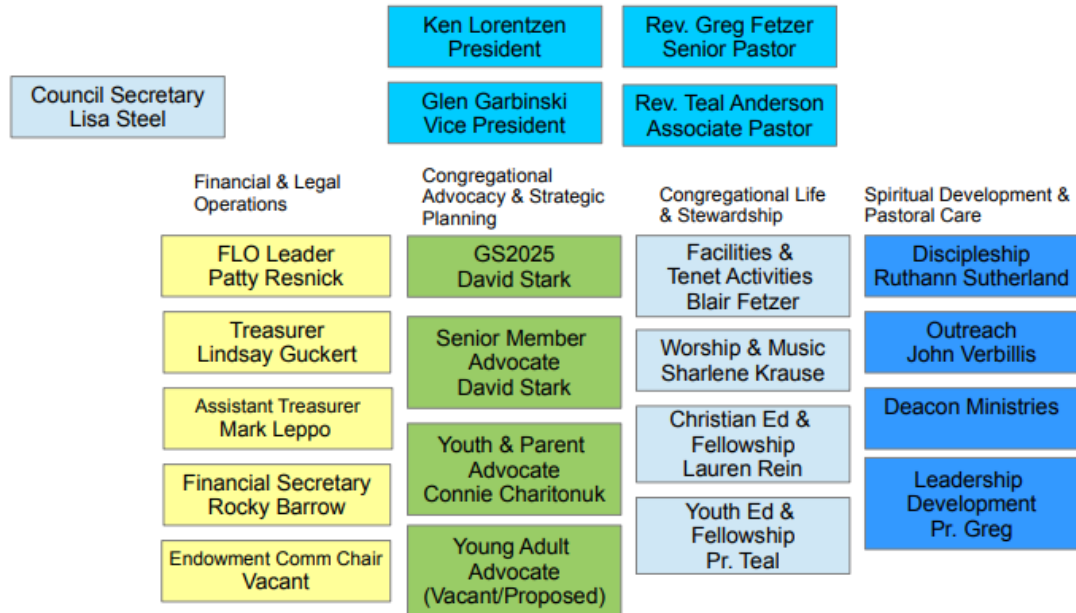
Proposed Re-structure and Focus Areas
February 19, 2019

LCGS Council – 2019

Key Changes

- Establish Formal Mission Groups
 - Finance & Legal Operations (FLO)
 - Communications and Strategic Planning
 - Congregational Life & Stewardship
 - Spiritual Leadership & Pastoral Care
- Position Changes
 - Stewardship Position Removed
 - President leads pledge campaign with FLO
 - CLAS responsibilities absorbed by new Discipleship role
 - New Congregational Advocates for Senior, Parents & Youth, and Young Adult Members
 - New Good Shephard 2025 (GS2025) strategic planning role

LCGS Council – 2019 Organizational Structure



LCGS Council – 2019

Financial & Legal Operations

- Positions:
 - FLO Council Representative (voting representative)
 - Treasurer and Assistant Treasurer
 - Financial Secretary
 - Endowment Committee Chair
- Focus
 - Represents Church “corporation” in legal matters
 - Stewards of the budget and financial planning
 - Lead capital funding drives
 - Manages church Constitution and Bi-Laws
 - Custodian of church legal documentation
- Represented at Exec Council by the President

LCGS Council – 2019

Congregational Advocacy, Strategic Planning and Communications

- Positions:
 - Senior, Parent & Youth, and Young Adult Advocates
 - Good Shephard 2025 (GS2025) Champion
- Focus
 - Manages “Voice of the Congregation” concerns/ideas
 - Leads/Manages strategic planning objectives: “GS2025”
 - “Change Agents” of church direction
 - Manages strategic communications
 - Leads/Manages council candidate solicitation/recommendation
- Represented at Exec Council by the President

LCGS Council – 2019

Congregational Life & Stewardship

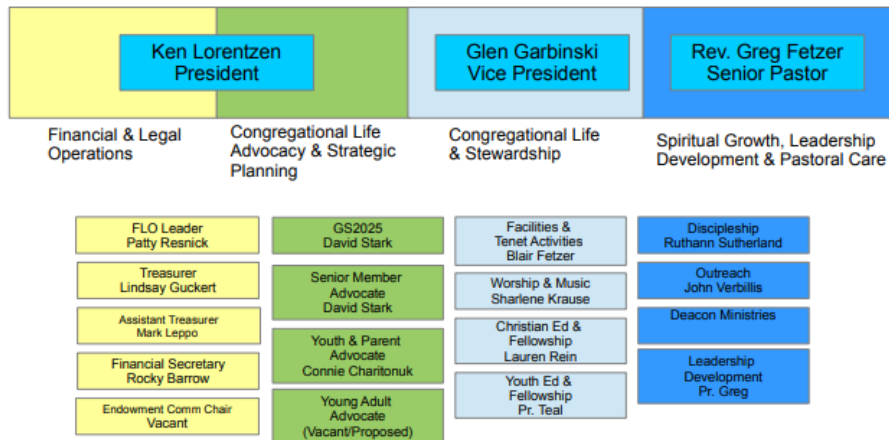
- Positions:
 - Facilities & Tenant Activities
 - Worship & Music
 - Christian Education & Fellowship
 - Youth Education & Fellowship
- Focus
 - Leads the current congregational, on-campus activities of the church
 - Key stewardship proponent of budget and other resource requirements
 - Holistically manages campus utilization and modernization planning
 - Accounts for tenant campus utilization and needs
- Represented at Exec Council by the Vice President

LCGS Council – 2019

Spiritual Development & Pastoral Care

- Positions:
 - Discipleship
 - Outreach Ministry Leader
 - Deacons (OSSD)
 - Leadership Development
- Focus
 - Assures Discipleship & Faith Practices are core to all church planning and activities
 - Leads & supports individual congregational spiritual and counseling needs
 - Leads outreach and other external (non-FLO) organizational coordination
 - Leads Development & Coaching of church leaders
 - Provides Non-financial/legal Synod coordination and advocacy
 - Leads Deacon (OSSD) Ministry activities
- Represented at Exec Council by the Senior Pastor

LCGS Council – 2019 Executive Committee Focus Areas



Alignment Brings Focus/Separation of Concerns to Executive Council

Council Reporting Guidance – 2019

LCGS Council Ministry Team Leaders, Committee Chairs, and Mission Group Leaders,

Below outlines reporting guidance for monthly reports and Council Critical Information Requirements (CCIR). This is provided to assure effectiveness in reporting objectives, goals, events, accomplishments and items for council attention, and assure awareness by council membership of events across our church activities.

The following template should be utilized monthly by Ministry Team Leaders, Committee Chairs, and Mission Group Leaders. This format also simplifies the end-of-year annual report roll-up.

Monthly Reporting

- **Priorities & Objectives:** These should be foundational to the ministry/committee/mission, observable and ideally measurable (e.g. number of new members in faith groups)
- **Upcoming Events:** Date - event list, to include the standing meetings. Include “due dates” for event participation (e.g. chili contest sign up)
- **Accomplishments:** Good news, completed engagements and events, etc.
- **Items for Council Attention/Action:** Items the council needs to monitor or provide assistance to (e.g. need resources). These will likely become council agenda items if not immediately resolved.

Council Critical Information Requirements (CCIR):

The following items should be reported immediately by email or phone to any member of the executive council (President, VP, Senior Pastor):

- Serious illness, death or significant life event of a congregation member, or relative of a congregation member;
- Any cancellation or significant schedule deviation of a planned activity that has broad congregational visibility or impact;
- Any decision or event that could negatively impact, or raise concerns with the congregation;
- Any event or decision that may significantly invalidate a budget item or generate an unplanned/emergency expense;
- Any activity or decision that impacts the terms or conditions of employment or support of a church employee or "dedicated volunteer";
- Any interaction with outside organizations that could present a public affairs challenge or concern with LCGS, requiring executive committee support.

Ken Lorentzen
LCGS Council President