

- 1) tCall to Order - Erik Storlie
- 2) Attendance – establish quorum
- 3) Approval of current agenda
- 4) Approval of prior month's minutes
- 5) Finance Reports – Rebecca Field
- 6) Restricted Fund Update- Rebecca Field
- 7) Pastoral Transition Update - Call Committee Process Update
- 8) pRAISE! Team Formation- Sarah Richter / Pastor Tori
- 9) Transition Team (Ministry Site Profile) Update- Andrew
- 10) Organ Fund Update - Erik Storlie / report in folder
- 11) Nominating Committee Update - Jim Stark
- 12) Questions on Monthly staff reports (stand as written)
  - a) Interim Senior Pastor - Pastor Eric Leshner
  - b) Associate Pastor – Pastor Marty Wyatt
  - c) Pastor of Youth and Young Adult Engagement - Pastor Tori Kraus
  - d) Church Administrator – David Booms
- 13) Questions on Committee liaison reports (stand as written)
  - a) Mission & Outreach – Karen Rogers
  - b) Endowment – Sarah Richter
  - c) Justice & Congregational Learning - Andrew Olson
  - d) Small Groups and Care Team - Pam McCulloch
  - e) Children, Youth & Families - Nancy Brown
  - f) Community Engagement – Linda Werner
  - g) Finance Committee - Erik Storlie
- 14) New Business
  - a) Link to [Strategic Plan](#)
- 15) Upcoming Meeting Dates:
  - a) Thursday, June 20th - zoom 7 pm
  - b) Thursday, July 18th - zoom 7 pm
  - c) Thursday, August 22nd - in person (and run through of annual meeting). 6 pm
- 16) Headlines – Recap key communications messages for next 30 days
- 17) Adjournment
- 18) Closing prayer: Pam

Minutes: Jim Stark- Draft Until Approval at the June council meeting. **DRAFT**

**May 16 at 7:00 pm: In person meeting**

<https://us02web.zoom.us/j/85908597498>

Meeting ID:

Link to [Strategic Plan](#):

- **Call to Order** - Erik Storlie (7:02 pm)
- **Attendance** (established quorum) Council/Staff: Erik Storlie, Jim Stark, Linda Werner, Pam McCulloch, Nancy Brown, Karen Roger, Sarah Richter, Val Velde (phone). Staff: David Booms, Pastors Eric, Pastor Tori. Absent: Rebecca Field, Pastor Marty
- **Approval of current agenda:** m/s (Erik/Jim) accepted without dissent.
- **Approval of prior month's minutes:** m/s (Jim/ Andrew) Approved without dissent. (*Note to council: Minutes will be made available to council, and staff, within 48 hours of a council meeting. Corrections will be accepted for 7 days. At that time, the combined council document file will be sent to the church administrator for prompt posting on the church website.*)
- **Call process: Transition Team:** The team consist of Andrew Olsen (council), Joe Zeigler (past president, professional editor), Sara Mohn (past president) Kevin Miller (transition team experience, and Trupti Storlie (Web design and RIC leader). The team is planning a congregational engagement. They also are preparing the Mission Site Profile and surveys of the congregation. One survey includes seven reflective and introspective questions. A draft call committee nomination form has been prepared and will be available during June.
- **Discussion about restricted** Revised policy and rationale for change will be discussed at the annual meeting.
- **Organ Project Team Update:** see the submitted report. Discussion about acquisition of additional trumpet ranks. A discussion with the organ task force is planned, Erik.
- **Love God Strategic Goal: Small Group Formation Process** – No Update—continue to work with a consultant to develop a volunteer management process.
- **Love God Strategic Goal: Children and Families, Youth and Young Adults:** Events – see staff reports for progress.
- **pRAISE campaign was a great success. Thanks to all who participated. Council to send thankyou notes to contributors.:**
- **Pre-School and Nursery-** See written update.
- **Love Neighbor Strategic Goal: Community Engagement:** Community Needs Assessment: No Update
- **RLC Resource Strategic Goal:** Volunteer Management Project. No update (*if you entered a volunteer opportunity on the Volunteer Opportunities spreadsheet, please add a brief description of the Volunteer opportunity in column E (may include specifics about timing, etc.) as well as include the column J Coordinator Contact Information. Working with a consultant to develop volunteer management process. Discussion about the visibility of opportunities for volunteers*)
- **Nominating Committee Update:** See written report. Need a nominee for the comminating committee. Andrew will make contact.
- **Finance Committee and Reports:** There are no reports for March or April at this time due to staff retirement and the training of our new Financial Director. This is of great concern to council and the issue is being discussed with Pastor Eric and with the Business Administrator.
  - Actual Year to date offering:
  - Total Receipts year to date:

- Total released from restriction.
- Total Expenses to date.
- Budgeted expenses:
- Net Operating Actual through March

**Monthly staff reports (see written reports unless noted below)**

- **Interim Senior Pastor's Report:** Pastor Eric: Report as written. Eric plans to start a strategic planning team. This has the support of the council.
- **Associate Pastor** – Pastor Marty: Report as written. Many complements on meaningful worship.
- **Pastor of Youth and Young Adult Engagement** – Pastor Tori, report as written. St. Catharine's University grant, supporting contemplative and corporate Bible and growing in faith is underway, successfully, and will continue into next year. Confirmation this Sunday, and the confirmation program is growing, Ninth grade faith statement process has been uplifting and confirming (see her report for details)
- **Church Administrator.** (See detailed written report). Financial Director is on board. Mr. Booms outlined actions that need to be taken by the council for the annual meeting. These are due on July 15. Dave continues to seek options to reduce our insurance premiums and is seeking a policy revision. One of the issues is the large area of roof that is part of the campus buildings. No policy changes are possible until June. An insurance inspection has been completed. The inspection identified several deferred maintenance issues that need attention. These include electrical, live stream and security system repairs and upgrades, leaky roofs and basements and parking lot issues. Upgrades are required in several areas. The estimated cost of these repairs is \$25,000. Dave asked for a motion to spend up to that amount for repairs, from the council designated fund M/S: Andrew/Erik. Motion passed without dissent.
- **Committee Liaison reports** ( there are many things being planned and in process– please see the written reports that stand as written unless noted below)
- Mission & Outreach – Karen Rogers: Looking for ways to make members aware of programs.
- **Endowment – Sarah Richter:** A legacy giving program proposal was presented by the Endowment Committee. It was supported by the council and will be acted on at the June council meeting when a project template is completed. A grant proposal was presented that included \$9,545 for six organizations, as noted their report. Motion to accept; m/s: Linda/Karen. An amendment was offered by Stark, asking to table the grant request to Operation Bootstrap, until there was additional information. One concern is that the Synod recommends support for a different area in Tanzania (Iringa) m/s: Jim/Pam. The amendment passed without dissent as did the original motion. The Operation Bootstrap issue will be acted on in June.
- **Justice & Congregational Learning** - Andrew Olson: An immigrant family is to be settled next week. The Just Move BIPOC multi-church event is being planned.
- **Small Groups and Care Team** - Pam McCulloch.
- **Children, Youth & Families** - Nancy Brown
- **Community Engagement** – Linda Werner
- **Finance Committee** - Erik Storlie. No Report

**New Business:**

- There was discussion about scheduling of worship, children's education and adult education. This discussion will be continued.
- There was discussion about using visual aids during worship (PowerPoint) Pastor Eric brought this forward. Council agreed that this is his decision as Senior Pastor.

**Upcoming Meeting Dates:**

Thursday, June 20th 7 pm, virtual meeting

Thursday, July 18th 7 pm

Thursday, August 22nd (run through of annual meeting). 6 pm

Motion to adjourn m/s Pam/Sarah 8:35 pm.

Prayer by Pam-Penitcost

**Headlines and Congregational Messages, and Parking Lot Issues.**

- Discussion about restricted fund policy statement. Revised policy and rationale for change will be discussed at the annual meeting.
- Organ Project Team Update: Discussion about acquisition of additional trumpet ranks. A discussion with the organ task force is planned-- Erik.
- pRAISe campaign was a great success. Thanks to all who participated. Council to send thankyou notes to contributors.:
- Endowment – Sarah Richter: A legacy giving program proposal was presented to the Endowment Committee. It was supported by the council and will be acted on at the June council meeting when a project template is completed. A grant from the Endowment Committee motion was presented that included \$9,545 for six organizations, as noted in their report. The Operation Bootstrap issue will be acted on in June.
- Nominating Committee Update: Still need a name for the nominating committee. Need a nominee for the comminating committee. Andrew will make contact.
- Organ work is in progress. \$30K payments are required each month. Encourage those who have pledged to fulfill their pledges. Thanks to the contributors, staff and organ team.
- Uplift all the good works and ministry of the childcare program.

## **Pr. Eric's Council Report May 2024**

Interim Text:

*The people of Israel would often affirm before the Lord God, "A wandering Aramean was my ancestor, and he went down to Egypt and lived there as a foreigner with a household few in number, but there he became a great, powerful, and numerous people. (Dtr. 26:5)*

### **Looking Back**

I have never been part of a campaign like pRAISE. Job well done by all who helped make this event the success that it was. It takes a lot of energy to pull off an event that raises over \$100k in 100 hours.

After the Hymn Sing (what doesn't John Helgen know and do?) I went upstairs and discovered the Activity Center full of Scouts. I thanked the adults for their leadership and they were thankful for the space that this congregation provides for them. That evening I was reminded for how important this congregation is for the Roseville community. The Block Party proved that.

The 60 people (half from the preschool!) that showed up for your Earth Day Celebration reinforces the impact this congregation has on this community.

I have reviewed Pr. Tori's job description. A final version will be available next month for council. The important highlight for her is the change in job title. Moving forward it is important to recognize Pr. Tori as an Associate Pastor and not as a gloried Director of Children, Youth and Family ministry. CYF is certainly part of what she does but she also preaches, teaches and offers pastoral care.

I will get the rest done by our June meeting.

### **Looking Forward**

I would like to launch and add a Planning Team to our current organizational structure. Your strategic plan is an ever-evolving document. We need the oversight of 3-4 members plus the Senior Pastor to make sure that planning and visioning continues.

For instance, because of the all the recent transition, we will need to reset the dates in our Year One plan. I have moved Small Group development and Volunteer involvement to November of this year. Both of this planning goals could be fulfilled with a Fall Ministry Fair that highlights ways to get involved in the ministry of this congregation and encourages individuals to sign-up for and lead Small Groups.

I would like to add the Planning team to the circle already filled with Executive Team, Task Forces, and Nominating. It would be good to have some discussion on the process of getting this accomplished.

We have a Call Committee nominating form completed. Thanks to everyone that made this possible. I would recommend making this document available starting June 1 and available through the month of June. Both online and at the Welcome Center.

It also looks like we are finally starting to gain some traction with our financial reporting. It has not been an easy process. Transition never is easy. Like they say, "No pain. No gain." Christine Burbach will be helpful with her accounting and IT background. Especially with all the assets this congregation has available for ministry.

I think this is all I have for now. Thanks for reading.

Interim Prayer:

*"O God, you have called your servants to ventures of which we cannot see the ending, by paths as yet untrodden, through perils unknown. Give us faith to go out with good courage, not knowing where we go, but only that your hand is leading us and your love supporting us; through Jesus Christ our Lord." Amen.*

**Associate Pastor, Marty Wyatt**

May 2024

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns.

- Prepping for ONAM's JustMove this fall
- Pastoral visits
- pRAISE: What a success!
- Guatemala Display up in passageway hallway
- Helping to wrap up the program year in CYF
- Hearing from a number of folks on how meaningful worship has been lately, saying "every week we just leave so full" -from Shelton's blessing and godspeed, to music, to preaching and liturgy, people are appreciative and being filled spiritually.
- Pastors' Bible study has also been well received and has good attendance. People want this to continue through the summer, so we will, taking Memorial day off.

Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?

- Looking forward to participating in Twin Cities LGBTQIA Pride Festival with other area RIC churches
- Budgeting for the coming fiscal/operating year
- VBS: June 24-28
- Sharing Guatemala trip highlights and planning another trip
- Would like to start an email list of those members interested in the "love your neighbor" ministry teams so that we can send those who are interested more information in a concentrated way-like a concentrated e-blast- this continues to be a desire but I do not have the capacity to take it on at this time

Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time?

None at this time

## Pastor of Youth and Young Adult Engagement

May 2024

Pastor Tori Kraus

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns.

- pRAISE RLC: Live
  - We did it! This was as huge task this year as we were down 3 full-time staff people from last year's campaign.
  - Thank you to you all who helped make it happen, especially Sarah and Linda!
- Confirmation
  - Confirmation Sunday is this Sunday, May 19 at 10:30am – Please attend if you can
  - 15 being confirmed
- Graduation Sunday Recognition
  - 18 graduating seniors recognized (2020 Confirmation class)
- Contemplative and Spiritual Practice Group
  - Last Meeting on Monday, May 20
  - This is part of a grant we have through St. Catherine University
- Summer Theme: Everyday Contemplative
  - Following along with the book *Everyday Contemplative: The Way of Prayerful Living* by L. Roger Owens
  - Series will go from Sunday, May 26 – Sunday, Sept.1
  - Will be contemplative and spiritual practices available throughout those weeks.
  - Way to also incorporate and utilize the St. Cate's grant throughout the summer.
  - Books will be available for free at the welcome desk
- Synod Assembly – May 10-11
- Partnership with Lyngblomsten
  - Working with the Director of Spiritual Care at Lyngblomsten on developing our partnership.
  - Agreed for pastors to preach there once a month through August, and working on involving Confirmation this fall.



Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?

- ELCA Youth Gathering 2024 (July 16-20)
  - Second Pre-Trip Session is May 19
- Confirmation Sunday – May 19

Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time?

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## Ministry: Children's

Date: 5/7/24

Prepared by: Jenna Baccam

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns.

- The Harriet-Alexander Nature Center joined us for an Earth Day celebration in April and it was a huge success! We had over 60 people in attendance and kids were able to participate in a scavenger hunt, dressing up, and petting some animals. The kids seemed to have so much fun with it and it was a great free event to put on. (just payments for their time and food). We are hoping to bring them back again next year!
- Serve Sunday was a couple of weeks ago where we packed hygiene kits of Keystone! The kids packed about 50 kits with some supplies also leftover that we will be donating to Keystone. The notes the kids made were very sweet and I am sure the people who receive these kits will enjoy them. A note for next year: the kids packed about 25-30 in about 10 minutes, so the more supplies we can get for this the better! This is a super quick serve Sunday activity.
- There were a lot of kiddos at the block party! Kids from the community, from the preschool, and from our RLC Kids ministry. It was great to see them all interact with one another and I saw a lot of them together at the block party that I don't normally see. The confirmation students also really stepped up to volunteer this year and it was so great to see the younger kids interacting with the older ones. It was a really great intergenerational event!

Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?

- Confirmation Sunday, the last day of RLC Kids, and a kids choir performance is all happening on May 19th! It is going to be a crazy morning but hopefully a very fun one! We may be needing some subs for RLC Kids this day, so just keep that in mind.
- I have been slowly working through the VBS curriculum and materials in preparation for it next month. We have a lot less people registered than last year, including a lot less volunteers, and am trying to think of new ways to get the word out about it. Any suggestions?
- Blessing of the Bicycles will be on Sunday, June 9th this year! We are going to close the upper parking lot in between services so that kids and adults can ride their bikes around up there. We will also be having ice cream sandwiches during this morning as well.

Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time?

## Staff: Support Services

Date: May 14, 2024

Prepared by: David Booms

## Administration

- Working with Insurance Comp and our agent
  - Compliance with inspection results
  - Obtaining a rider for transportation of Organ parts
- Finance Director-
  - Hired [Christine Burbach](#)
  - On boarding
  - Still performing some tasks until Christine is up to speed.
- Custodian
  - Interviewing to fill open AM hrs position
- Security System
  - GSSC indicated they could do a hard drive replacement for ~ \$500
- Projector Project
  - Received guidance from Pat Martin (lawyer/member) in AV AVE, LLC complaint to finish the project or be refunded.
- Managing daily operations and maintaining office supplies and records.
- Coordinating, planning, and executing church events.
- Participate in Project Teams, pay bills and oversee staff payroll.
- Managing Vendor relations
- Booking Spring/Summer events

## Facilities

- Set up for monthly events.
  - Block Party
  - AP testing
- Corrective action to address insurance inspection deficiencies;
  - Degreasing exhaust hood in kitchen
  - Source and coordinate measurements and filter construction for exhaust filters
  - Source and coordinate fire suppression upgrades and service to PCL 300 system
  - Source and coordinate install of fire suppression gas valve 1 ½' line
  - Reinstall fire suppression hardware to gas valve
  - Last project; replacing 200 amp disconnect, 3-glass Edison fuse panel with UL approved breaker panes that supply power 1948/1955 bldgs.

**>Asking Council to vote to authorize up to \$25,000 to be used to cover costs to bring us up to compliance with the insurance company.**

## Communications

- pRAISE RLC was a success! Thanks to all who generously gave, those who volunteered time and those who came out to all the activities! In addition to all the behind the scenes work in raising early gifts, this is an intensive Communications production with multiple postings on the website, FaceBook, eBlasts, video scripting/recording/editing/posting, and graphic design.
- Website: Next meeting is May 22 to go over the site map design, and then begin the building of pages for the new website. Volunteer Management System work is in tandem with the website update.
- TABLE Newsletter is in production.
- Looking into outdoor signage options.
- **Next Deadlines:**
  - **Annual Reports due > 12:00 Noon Monday, July 15 <** (Annual Meeting is Sunday, Aug. 25)
  - **Sept-Oct-Nov TABLE due August 1**

## Hospitality

- Adjustments being made to our Fee schedule and Rental Agreement Policies/Procedures. Equipment utilization
- Four major equipment failures
  - Coffee Machine (Resolved)
  - Double Door Cooler (Resolved)
  - Dishwasher (pending)
  - Ice Machine (Pending)
- Events/ Programs supported
  - RLC preschool. Better prices from adding school food needs on to RLC purchases. .
  - pRAISE was (obviously) a big part of the month as well which gave us the opportunity to continue building the “community through food” concept with food trucks, ice cream and our very own RLC Hot Dog stand.
  - Funerals
  - Community groups
  - Catered an event for White Bear Lake School District

**Staff / Ministry: Finance Committee**

Date: 5/16/2024

Prepared by: Erik Storlie

- 1) Present: Gayle Gedstad, Erik Storlie, Pastor Eric Leshar. Absent: Kathy Arveson, Nick Velde, Merle Gaedy, Christine Burback.
- 2) March reports - reviewed drafts.
  - a) Discussion regarding accuracy of March offerings in the preliminary drafts provided.
  - b) Expenses for March are much higher due to the annual insurance payment that was much higher than budget.
  - c) Final March financials should be ready soon per Kathy.
- 3) Christine was unable to make it tonight. She will be working closely with Kathy to learn Shelby.
- 4) Budget Process
  - a) Kathy is planning to send out year to date budget sheets to staff soon for their review.
- 5) Organ Project
  - a) Discussion regarding request from Organ Project Team to include the last rank of pipes in this phase of the project rather than waiting for the future. The builder would need to know this before the end of June.
  - b) Pastor Eric will work to get names (not amounts) of those who have donated to the Organ Fund this year and enlist the Organ Project Team in writing thank you notes.
- 6) Upcoming Meeting Dates.
  - a) Tuesday, June 11, 7-8pm - PLAN IN PERSON.
  - b) Tuesday, July 16, 7-8pm. PLAN IN PERSON.

### Ministry: Organ Project Team

Date: 5/16/2024

Prepared by: Erik Storlie & Julie Henry

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns.

#### 1. Recap Hymn Sing – April 29 (during pRAISE)

Attendance – 55-60; Mostly RLC members

Served 48 sundaes (not quite 3 gallons of ice cream Will purchased for \$25, 2 gallons donated by Byerlys that were left for another use at RLC)

#### 2. Recap OrgelKids

- **Build a Pipe Organ-Saturday May 4, 2024:** 5 attended with 2-3 more drop-ins; 2 elementary aged kids, their mom, 1 (35+ yrs), 1 (85 yrs)
- Enjoyed the “water organ” experiment and very engaged with the hands-on building
- RLC Kids at 9 and 10:30: explained how the organ works, kids helped put in the last few keys, trackers, pipes and everyone got a chance to play and pump (~16 at each service)

#### 3. Finance update

- Requested update from Finance (Kathy A) Monday 5/5/24; no response. Last funding totals were as of 4/5/24.
- This summer we’ll need to decide if we have the bandwidth to add in the 2 ranks of pipes we took out to ensure we wouldn’t exceed the \$850K budget. Nordlie will honor the quoted price through the end of June; the cost to add them after the new organ is installed will be higher. So far, the expenses that RLC is responsible for (shipping, lodging, food) are under what was budgeted and 5 individuals have committed to make up the difference (if necessary) to add the pipes now. Cash flow is good through 2024. The Organ Project Team is gathering information for a future presentation and discussion with Exec and/or the Finance Committee.
- Pastor Eric will be tracking Intent to Give commitments
- Erik will talk to Pastor Eric about who will take on thank you notes to pipe organ donors
- We’d like to wrap up fundraising before the annual meeting in August.

#### 4. Sunday May 19 is the last day the organ is intact!

There will be mention of this in the eBlast, Sunday update and a pastoral announcement during the service(s). John will play something grand.

#### 5. RLC Volunteer Waiver

KJ had Carrie Hefte Hanton review the RLC Volunteer Waiver provided by Dave Booms. Dave approved Carrie’s edits and Waivers will be signed before next week’s work.

6. RLC is talking to a new electrician for work in the '48 building. KJ met with them and they are interested in the organ prep work in 2025. We can get multiple bids or reach out to the congregation as the time gets closer. Too early for bids before the full scope of the work has been identified and contractors may provide an inflated bid now.

### 7. Nordlie work at RLC May 21-22

- Nordlie to arrive about noon Tuesday May 21 to accommodate the funeral at 11 am; Will to serve Nordlie crew lunch. RLC volunteers will arrive after lunch.
- Group dinner Tuesday night May 21 at the Henrys  
Nordlie (3) + OPT (6) + Transplant volunteers (11) = potentially 20  
Will send out RSVP for a head count
- Wednesday May 22 lunch by RLC volunteers for full work crew at RLC; sign up genius link has been published in the eBlast and an email to organ supporters.

8. Vestry member of St. Luke's is writing a series of articles on St. Luke's "Fix the Steeple" project that includes their new organ. He reached out to get more information about RLC's organ project and the removal of the Birmingham organ in June.

9. Possible trip to Nordlie shop in Sioux Falls later this summer; Check with Joseph on a good time and Greg's schedule.

10. Important dates:

**OPT meeting: May 28**

**May 21-22: Nordlie here to uninstall contra trompette rank**

**June 7: leave for Mountain Brook**

**June 10-15: uninstall in Mountain Brook**

**June 16: head for home**

**June 17 or 18: unload truck in Sioux Falls (Jeff Bowar, Jim, Lorene, Scott, Rane Rosti)**

Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?

- Erik will discuss thank you notes to donors with Pastor Eric.
- Erik will discuss tracking of Intents to Give with Pastor Eric.
- Congregation will be able to sign up to help with lunch/snacks on May 22. There will be additional opportunities in 2025.

## Organ Project Team Report to Council

Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time?

- Consider making a donation to the organ project if you haven't already done so and encourage others.
- Updated reporting on the organ fund is necessary to finish fundraising.



**Staff Report: Preschool and Childcare**

Date: 5/13/2024

Prepared by: Sher Noot

**Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns.**

-John Helgen has now joined with the preschoolers, providing us music time in the worship center, twice monthly! We are so grateful to be able share music time together!

-The Block Party during pRaise week was the highlight of both RLC Preschool and RLC Childcare. We have a total of 27 children enrolled between the two programs. We had 22 children (81%) in attendance. In addition, 2 new families that are registered for the fall also joined in the event!

-We were fortunate to have an intern join us, Lydia Stoll. Lydia graduates from Bethel University in May. Lydia is with us for approximately 5 weeks. Lydia is a former RLC Preschool graduate!

- We also had the opportunity to have a visit from Lydia's dog, Sadie. Sadie is a therapy dog.

-Both the Roseville Police Department and Roseville Fire Department visited us during Community Helper week! So much fun to go in the "big rig". They also had the opportunity to meet Ashes the new fire department service dog. We also were able to check out the police car, although we told the kiddos that we hope this is the only time that they're in a police car, unless of course it's a career choice.

With the help of the Lively Landscapers, all of the Gerten's plants, were unloaded, sorted and picked up without error on Monday, May 6<sup>th</sup>! So very grateful for all of their help!

**Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?**

Our preschool End of the Year Celebrations will occur for RLC Preschool on Wednesday and Thursday, May 22<sup>nd</sup> and 23<sup>rd</sup> at 11:45 am. It would be great if some of the council members attended to help give our students a summer send off. It will be approximately 15 minutes long with a special story, prayer and song!

**Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time?**

In April, the MN Department of Human Services, released "Draft Revised Child Care Center Licensing Standards (245K) This is an 81-page document that governs RLC Preschool, which is a MN Rule 3 program. The draft will go into effect in July 2026. There are changes anywhere from minor revisions to

the rule, to significant revisions to the rule. There are also new sections which will govern: Attendance Records; Cleaning, Sanitizing and Disinfecting; and Environmental Health.

The link to this draft version is: [https://mn.gov/dhs/assets/draft-revised-child-care-center-licensing-standards-245k\\_tcm1053-620969.pdf](https://mn.gov/dhs/assets/draft-revised-child-care-center-licensing-standards-245k_tcm1053-620969.pdf)

In addition, the MN Department of Human Services, released “Draft Revised Family Child Care Licensing Standards (245J), this is a 97-page document which governs RLC Childcare, which is a MN Rule 2 program. This draft will go into effect in July 2026. There are revisions from minor to significant in ALL areas that govern the child care, with the exception being “crib safety requirements”. Similar to Rule 3, there is also a new section governing Environmental Health.

The link to this draft version is: [https://mn.gov/dhs/assets/draft-revised-family-child-care-licensing-standards-245j\\_tcm1053-620971.pdf](https://mn.gov/dhs/assets/draft-revised-family-child-care-licensing-standards-245j_tcm1053-620971.pdf)

I am in the beginning stages of determining what the cost effect of these changes will have on our programs. And although these are currently in draft format, I am certain that the majority of these revisions will become rule.

Both of our programs will need supports in becoming compliant with the new revisions. Unfortunately, I am unsure at this time, what those needs might entail.

### Staff / Ministry: Nominating Committee

Date:05/13/2024

Prepared by: Jim Stark

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns.

- The committee has met several times, remotely, over the last month. I am pleased to let you know that we have a nearly complete slate of candidates. We are still in need a position on the nomination committee and possibly one person for council.. We should have a full slate of candidates for your review at our June council meeting.
- A notification, asking for names from the congregation, was included in the Update and in the worship folder. It was not very successful.
- Committee members: Elizabeth Jacobson <[jacobsoe@csp.edu](mailto:jacobsoe@csp.edu)>; Kevin Miller<[kevin.j.miller@comcast.net](mailto:kevin.j.miller@comcast.net)>; Abell Jan <[tkt005@gmail.com](mailto:tkt005@gmail.com)>;David Werner (chair) <[werne012@gmail.com](mailto:werne012@gmail.com)> and Jim Stark <[jim.stark@lcc.mn.gov](mailto:jim.stark@lcc.mn.gov)> (ex-eficio)
- Standing topics:  
Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove? (Nothing needed at this time)
- Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might the Council provide to help support their efforts at this time? (Nothing needed at this time)

### May 2024– DRAFT

The pastoral call process is God’s activity, but God works through the congregation, church council, pastors, and synod staff to call a pastor to serve Roseville Lutheran Congregation. The decision to call a pastor belongs to the congregation.

The transition team is actively working to prepare the Ministry Site Profile, in collaboration with the congregation and the church council. The profile provides an assessment of the congregation’s needs and priorities as related to the position of Senior Pastor. The profile is used by the synod to match potential candidates with Roseville Lutheran. As the transition team completes their work, the council is seeking members who might be interested in serving on the Call Committee.

The role of the Call Committee is to canvas, interview and assess pastoral candidates that are recommended by the synod. The congregation will also be given a chance to recommend the names of potential candidates. These candidates will be contacted by the synod to determine if they wish to be interviewed by the Call Committee.

The council’s intent is that the call committee will represent the breadth and diversity of the congregation. The committee will consist of six individuals, as required by the constitution. We expect that there will be significant interest in the committee, and the council will not be able to honor all of those expressing interest.

The Call Committee is responsible for recommending a preferred candidate to the Congregation Council. The council then votes to present the preferred candidate to the congregation for a final vote.

We expect that the committee process will include frequent meetings over an extended amount of time. Please express your interest in being considered for the Call Committee, or nominate a member, by completing this form by DATE???. Nominees must be active members of the congregation. Thank you for your prayerful consideration.

I wish to lift myself, or the following member, for consideration as a member of the Call Committee.

Candidate’s Name:

Email address:

Telephone number:

Reasons for recommending this candidate:

Candidates’ involvement with Roseville Lutheran:

Other Information:

Submitted by:

Email address or phone number

Date:

The nomination process will be closed by date???

Please submit your nominations to the Council President, Val Velde, by mail to the church office, or by email: VAVelde@landolakes.com



## Call Committee Nomination

# Draft proposal to Grow endowment fund and legacy giving at RLC

## EXECUTIVE SUMMARY

**Purpose:** We seek RLC Council support to form a project team to understand the congregation's desire to significantly grow the RLC endowment fund commitments and legacy giving over the next 10 years.

**Vision:** In the 1970s, RLC members started an endowment fund which would benefit future RLC ministry. Today, we have an opportunity to build upon that legacy for the next generation. Through seeding the ministry of RLC today, we will grow the mission and outreach opportunities of the future.

**Background:** In the late 1970s, RLC established an endowment fund to enhance the extended ministry and mission outreach of the congregation apart from the congregation's general operations. The objective of the endowment fund is to help RLC fulfill its mission, while becoming a Reconciling in Christ Church (RIC), to support areas of:

- Faith, worship, and prayer
- Discipleship
- Service and stewardship
- Evangelism

Since its founding, the endowment fund has grown to \$600,000, of which approximately 5% (approximately \$30,000) is distributed annually in grants. This distribution amount will not allow us to reach our mission. Looking at the 55 years we have had an endowment fund and legacy giving compared to the number of RLC Members we have lost to death over this same period, we are missing an opportunity. We need to understand this issue in order to achieve better results in Legacy Giving and Endowment Funding.

### **Project team structure and mission:**

- **Mission:** Explore interest, passion areas for end of life giving and feasibility of growing the endowment fund and legacy gifts to RLC as well as provide a recommended plan for execution.
- **Timeframe:** 9-12 months following approval from Council. At the conclusion of the project, the project team will bring their findings and recommended plan to Council to address this giving issue.
- **Team members:** a subset of endowment committee members, small number of congregational members, select staff member(s), and a Council liaison.

**With approval from Council to begin this project team, we will commence work and return within the year with results and recommendations to monitor and guide the execution of the process of growing the endowment fund and legacy giving at RLC.**

## APPENDIX

### Proposed action steps:

- The initial step would be for the project team to discuss and get commitment to steps, timelines, goals, and scope of this project plan as defined below.
- To discuss and build the definitions for Endowment Funds, Legacy Giving and Legacy Society while exploring how to recognize past, present, and future contributions outside of the annual funds.
- To identify all endowment and legacy givers that have passed away but should be recognized by meeting a standard of requirements defined in previous step.
- To contact all living past and current pastors to see if they would be open to include RLC in their endowment or legacy giving in some way.
- To get a list of RLC Family units 60 years and older with this group stratified by 60's, 70's, 80's and 90's while identifying any committed members to Legacy giving.
- To discuss the concept and plan of RLC Legacy Society with requirements to become a member.
- To discuss and identify the areas of interest that would be of interest to explore for congregation feedback, and interest for commitment to fund as money is available.
- To discuss and explore the impact to the congregation for becoming environmental friendly church and a burial site / columbarium analyzing the effect and impact on Legacy Giving and Endowment Funds. Develop cost investment for areas of interest and potential return and benefits of funding these areas of interest.
- Develop the materials (presentation, draft letter and questioner) to be shared with the pilot group in preparation for a weekend retreat to share and learn about the strengths and weaknesses of the work done to date.
- In a weekend retreat to test and explore created information with pilot group of RLC members for comment, feedback and recommendations for improvement.
- From the pilot group input, feedback and information learned in the pilot group retreat refine the plan, process and questioner to deliver to the congregation for growing endowment and legacy giving.
- Once the Endowment Committee has embraced the rough plan, plan materials and goals assign a subgroup to develop a small pilot to run a test of the materials developed to get feedback from selected Family Unit in the 60 to 90 age group for validating thoughts before starting the implementation of the plan congregation wide. Also, test the results of getting commitments for additional funds to endowment and legacy giving.
- With the plan validation completed, tested and in place develop the goal and measurements for full implementation of the plan.
- Once the numbers of Family Units, the areas of interest, initial pilot feedback, plan for roll out, growth goals and measurement for implementation are understood with RLC Legacy Society definitions completed then present to the Council and Endowment Committee for input, feedback, for feedback and approval for the plan and plan goals.
- All the above steps should be targeted for completion in the first year.

Once, Council approves the process of implementation could begin with communication to the congregation for awareness, expectations for year two describing how the congregation will be approached with by this plan and when how the project team will report out progress and interest with this plan.

**Staff / Ministry: Endowment Committee**

Date:05/15/2024

Prepared by: Sarah Richter

- Endowment Committee met on April 22 to review the Charter, Endowment fund investments and performance, and grant application in preparation for the May 2024 grant cycle.
  - Current fund balance is \$690k
- Committee met on May 14 to review and approve grant applications. The proposed slate of grants **for Council approval include:**

**Grant Requests for May 2024**

**Amount Available \$15,758**

<b>Organization</b>	<b>Requested Amount</b>	<b>Recommended Amount</b>
#138 Operation Bootstrap Africa - support teachers	\$ 2,400	\$ 2,400
#139 Kepha Mwangi -	\$ 6,500	\$ 0 - declined - no connection to RLC, seems like a fake request from Kenya
#140 RLC Preschool and Childcare - new fencing	\$ 1,000	\$ 1,000
#141 RLC Preschool and Childcare - Friendship bench	\$ 1,000	\$ 1,000
#142 RLC Preschool and Childcare - to support continuing education for teacher	\$ 500	\$ 500
#143 Roseville Lutheran Church - for RIC donation	\$ 2,000	\$ 2,000
#144 Joseph's Coat - dental kits	\$ 2,644.75	\$ 2,645.00
<b>Total</b>	<b>\$ 16,044.75</b>	<b>\$ 9,545.00</b>

Not all funds available were allocated this grant cycle and will be added to the grant funding available in October.





## **Council Report- Endowment Committee**

Motion to approve all grants except Operation Bootstrap Africa until further discussion about the organizational health.

**Roseville Lutheran Church**  
**Justice & Congregational Learning Council Liaison Report**  
**May 2024**

Andrew's notes: These three standing groups continue to do excellent work to support our church's mission albeit in a relatively parallel manner.

Faithful hospitality was a big success thanks to all the volunteers and flexibility on the part of the church staff.

Adult Education

Good attendance continues at recent events and the rest of the spring and fall schedule is being developed. This group has an established network they are drawing on for sessions and are seeking to highlight things like Faithful Hospitality as well.

Our Neighbors and Me (ONAM)

JUST MOVE Project:

- Just Move meetings are scheduled for Monday evenings, 6:30 - 8:30 PM (9/27, 10/7, 10/14 Indigenous Peoples Day, 10/28, 11/4, 11/11). The Sanctuary needs to be reserved for these events. Emails have been sent out to BIPOC churches.
- Meeting of participating churches at RLC on 6/4 from 7-8p.

Immigration

Planning to assist with local settlement of a family from Ethiopia on May 20. Group has been purchasing supplies and seeking out assistance from church members for resettlement!

**Ministry: Council Liaison Care and Small Ministry**

Date: 5/15/24

by: Pam McCulloch

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns.

- Prayer Shawl Ministry continues to meet twice a month and provides shawls, lap robes, baptismal blankets and dishcloths to ministries within RLC and outside our walls. We are providing a shawl for the Mother and dishcloths to the new Immigrant family.
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Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?

- RLC reads will conclude this season's book study with We Should Not Be Friends: The Story of a Friendship by Will Schwalbe. They meet in the upper lobby coffee area at 7 PM on Monday, May 21. All are welcome, even if you have not read the book. Always great discussion.
- The Care Team continues to provide rides and care to RLC members.
- Men's Bible Study continues their discussion at 8:30 on the first and third Saturday somewhere around RLC.. They continue their study of the book of Luke.
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Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time?

None at this time

**Group: Children, Youth & Family**

Chair/Leader: Tori Kraus & Jenna Baccam

Date: 5/15/24

Prepared by: Nancy Brown

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns raised.

- Our 2023-2024 Confirmation year ended with a Fellowship night at the end of April, along with participation at the Block party at the start of May. Students enjoyed time socializing with their groups at Fellowship night and had a wonderful time helping and participating at the Block Party.
- RLC Kids Choir started on Sunday April 21st.
- The Seniors were honored on Sunday May 5th during the 10:30 Worship Service. Their pictures are up in the Commons. The students came to the front of the church and Tori gave them a blessing.

Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?

- The next Family Fellowship is on Sunday, June 9th between services. It is our Blessing of the Bicycles. It will be in the upper parking lot.
- Vacation Bible School runs through June 24th-28th from 9AM-12PM at church. Sign up online!
- The last day of RLC Kids is Sunday May 19th.
- Confirmation Sunday is May 19 at 10:30am
- Monday, August 12th is Lutheran Night at the Twins game.
- On Friday, August 16th we are having our Smore Summer event.

Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time?

- None at this time.