

Virtual Council Meeting: Zoom
<https://us02web.zoom.us/j/85908597498>

Meeting ID: 859 0859 7498

Link to [Strategic Plan](#):

- 1) Call to Order - Val Velde
- 2) Attendance – establish quorum
- 3) Approval of current agenda
- 4) Approval of prior month's minutes
- 5) Organ Project Team Update
- 6) Love God Strategic Goal: *Small Group Formation Process* - Update
- 7) Love God Strategic Goal: *Children and Families, Youth and Young Adults Events* - Update
- 8) Love Neighbor Strategic Goal: *Community Engagement: Community Needs Assessment* Update
- 9) RLC Resource Strategic Goal: *Volunteer Management Project* Update - **See Report for Nov Update**
 - a) ask for Staff and Council members - 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
- 10) Nominating Committee Update - Jim Stark
 - a) Request for candidate names
 - b) Approval of Gayle Gedsted to finance committee
- 11) Discussion - Change in timing of posting council minutes
- 12) Finance Reports – Laurel Hofeldt
- 13) Questions on Monthly staff reports (stand as written)
 - a) Senior Pastor – Lauren Wrightsman
 - b) Associate Pastor – Marty Wyatt
 - c) Pastor of Youth and Young Adult Engagement - Tori Remer
 - d) Church Administrator – David Booms
- 14) Questions on Committee liaison reports (stand as written)
 - a) Mission & Outreach – Karen Rogers
 - b) Endowment – Sarah Richter
 - c) Justice & Congregational Learning - Andrew Olson

November 16,, 2023, 7:00 pm

- d) Small Groups and Care Team - Pam McCulloch
- e) Children, Youth & Families - Nancy Brown
- f) Community Engagement – Linda Werner
- g) Finance Committee - Erik Storlie

15) New Business

16) Upcoming Meeting Dates:

- a) Thursday, December 21st - zoom 7 pm
- b) Thursday, January 18th - in person 7 pm
- c) Thursday, February 15th - zoom 7 pm
- d) Thursday, March 21st - zoom 7 pm
- e) Thursday, April 18th - in person 7 pm
- f) Thursday, May 16th - zoom 7 pm
- g) Thursday, June 20th - zoom 7 pm
- h) Thursday, July 18th - zoom 7 pm
- i) Thursday, August 22nd - in person (and run through of annual meeting). 6 pm

17) Headlines – Recap key communications messages for next 30 days

18) Adjournment

19) Closing prayer

November 16, 2023, 7:00 pm

Virtual Council Meeting: Zoom

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Meeting ID: 859 0859 7498

Link to [Strategic Plan](#):**Minutes: Jim Stark November 17, 2023****Call to Order - Val Velde****Attendance – quorum established.**

Council members present: Val Velde, Erik Storlie, Jim Stark, Pam McCulloch, Linda Werner, Andrew Olsen, Sarah Richter, and Karen Rogers. Staff: David Booms, Laurel Hofeldt

Approval of current agenda: m/s: Pam/Jim: passed without dissent.

Approval of prior month's minutes: m/s Karen/eric: passed without dissent.

Council and staff reports stand as written unless otherwise noted.

Organ Project Team Update: Erik- Report as submitted. The task force is working as planned. Matching funds of \$40K available

Love God Strategic Goal: *Small Group Formation Process* – Update: Rebecca/Erik: Small group leaders being formed.

Love God Strategic Goal: *Children and Families, Youth and Young Adults Events*; Pam: no report, red envelope program still in process

Love Neighbor Strategic Goal: *Community Engagement*: *Community Needs Assessment* Update Waiting on Innovation Hub as a model to plan survey.

RLC Resource Strategic Goal: Rebecca: *Volunteer Management Project Update* - See Report for Nov Update. Volunteer management is being formed. Leadership is being organized.

Message to council Members and staff: 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

Nominating Committee Update - Jim Stark: Council members should provide 3 names of potential leaders to Jim Stark by the next council meeting.

Discussion - Change in timing of posting council minutes: m/s Sarah/Karen: Motion: 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: Passed without dissent.

November 16, 2023, 7:00 pm

Finance Reports – Laurel Hofeldt, reports as written. Total Receipts YTD are \$19,175 below budget. Total Expenses YTD are \$26,595 below budget meaning that we are \$7,421 above our expected budget position at the end of October.

Annual Appeal: 176 Intent to Give Cards received. About \$676,000 committed to the general fund (46% of operating budget), Last year RLC received 152 ITG cards committing \$535,000 to the general fund.

Fund Balances and Cash Flow: The total Restricted/Designated/Special Activities Fund balance is \$503,085. The Operating Fund is borrowing \$154,931. Preschool/Childcare is borrowing \$69,552. This means we have \$278,602 remaining in available cash and short-term investments. \$181,670 of this is tied up in the Organ Fund. Discussion that the fund balances are concerning. The accounts are being drawn down, understanding that the drawdowns are being made for their intended purposes. The council asked for continued discussions about finances and use designated funds at the next council meeting.

Questions on Monthly staff reports (reports stand as written)

- a) Senior Pastor – Lauren Wrightsman
- b) Associate Pastor – Marty Wyatt
- c) Pastor of Youth and Young Adult Engagement - Tori Remer
- d) Church Administrator – David Booms: report as written. The ransom attack update: The attack occurred on November 15. It was a partial attack. Financial files were not compromised, and the systems seem to be fully restored. Some files may have been copied, including payroll files. Financial institutions have been informed. Giving information from members, as well as most sensitive materials are on web-based servers and were not accessed. Joe Husby, a consultant, David, Laurel, and Daniel spent many hours on this issue and deserve our gratitude. Notification to members was quick and clear.
- e) Mission & Outreach – Karen Rogers
- f) Endowment – Sarah Richter
- g) Justice & Congregational Learning - Andrew Olson
- h) Small Groups and Care Team - Pam McCulloch
- i) Children, Youth & Families - Nancy Brown
- j) Community Engagement – Linda Werner
- k) Finance Committee - Erik Storlie: Approval of Gayle Gedsted as a member of the finance committee. m/s Erik/Pam, passed without dissent.

November 16, 2023, 7:00 pm

New Business- none

Upcoming Meeting Dates:

Thursday, December 21st - zoom 7 pm
Thursday, January 18th - in person 7 pm
Thursday, February 15th - zoom 7 pm
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Thursday, April 18th - in person 7 pm
Thursday, May 16th - zoom 7 pm
Thursday, June 20th - zoom 7 pm
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Thursday, August 22nd - in person (and run through of annual meeting). 6 pm

Headlines – Recap key communications messages for next 30 days. Communication and Outreach Points of Emphasis:

Organ work is in progress. \$30K payments are required each month. Encourage those who have pledged to fulfill their pledges early in each of the years.

Gratitude to Laurel, David, Daniel and Joe Husby for extra efforts around the cyber attack

Adjournment

Closing prayer: Pam

Council Agenda Minutes

Date: 10/24/2023

Draft

Prepared by: Jim Stark

Roseville Lutheran Council Minutes from October 24 2023

- Established quorum. Council members present: Val Velde, Erik Storlie, Jim Stark, Pam McCulloch, Nancy Brown, Linda Werner, Andrew Olsen, Sarah Richter, and Karen Rogers. Staff: Pastor Laurel, Pastor Tori, Laure Hofeldt, David Booms,
- Approval of current agenda: approved, without dissent.
- Approval of prior month's minutes: Motion/second: Erik/Sarah: Approved by consensus.
- Erik: Annual Council Retreat Follow Up" Volunteer database; A project team has been created that will include David B, Daniel P, Linda W, Sam Holtsen, and other volunteers as appropriate. Shelby database being evaluated by staff. Volunteers are encouraged.
- Senior Pastor – Lauren Wrightsman: Report is as written. Points of emphasis follow:
 - Annual appeal is the current focus. The appeal did not reach the goal of participation, but trends are positive. The organ fund was another focus of the appeal.
 - Director of Development Position—The executive committee is rethinking the needs and responsibilities of this position. A discussion followed and no decisions made--to be continued.
 - Hospitality Manager: The position is being evaluated. Connie is staying on through the fall. The executive committee is considering a part-time hospitality coordinator, with greater use of catering.
 - Organ Project Team – The project team manages the project. The team continues to focus on fundraising events. They are reaching out for additional volunteers for special events. The first payments have been made. Estimated project completion, June 2025. Organ fund will be one focus of the annual appeal.

Monthly staff reports: See the individual reports for details.

Finance: Laurel Hofeldt: (several financial reports are included) Some highlights follow:

- Total Receipts YTD are \$32,730 below budget. Total Expenses YTD are \$13,714 below budget meaning that we are \$19,016 below our expected budget position at the end of September.
- Cash Flow: The Operating Fund is borrowing \$139,099 from the Restricted Fund. The Preschool/Childcare is borrowing \$66,472 from the Restricted Fund. The total Restricted Fund balance is \$386,782. This means we have \$181,210 remaining in available cash and short-term investments.
- Organ Project: Total support committed over 3 years (2023, 2024, 2025) is \$648,000. \$143,000 of those funds have been received by RLC. \$190,000 has been paid to JF Nordlie to date. The Organ Fund balance as of 9/30/2023 is \$77,000 and RLC is making monthly payments of \$30,000. Over \$130,000 of 2023 organ intents to give are yet to be received.
- Annual Appeal: 166 Intent to Give Cards received. \$643,000 committed to the general fund (46% of

Council Agenda Minutes

operating budget) Last year RLC received 152 ITG cards committing \$535,000 to the general fund.

- Associate Pastor – Marty Wyatt, report as written.
- Pastor of Youth and Young Adult Engagement - Tori Remer: report as written. Of note, more volunteers are needed for youth volunteers. Discussion about ways to engage volunteers.
- Church Administrator – David Booms: Report as submitted. Preschool start was delayed until November 1, due to lack of staff.
- **Committee liaison reports**
 - Mission & Outreach – Karen Rogers: as written. Discussion about volunteer engagement needs and opportunities.
 - Endowment – Sarah Richter: Endowment recommendations in attached report. M/S to approve: Sarah/ Andrew, Approved by consensus. See the report below.
 - Justice & Congregational Learning - Andrew Olson: No report. Bringing “justice groups” together as part of Love your Neighbor quarterly events.
 - Small Groups and Care Team - Pam McCulloch: No report. Preparing charter for small groups. Looking for volunteers for care times.
 - Children, Youth & Families - Nancy Brown: Report as submitted.
 - Community Engagement – Linda Werner: report as submitted.
 - Finance Committee - Erik Storlie: Did not meet during this period. Exec is working on filling the vacancy on the finance committee.
 - Nominating – Jim Stark. No report. The council is asked for names of possible congregational leaders. Submit names next month.
- **New Business**
 - The annual calendar of asks includes specific gifts and designated program asks. A list is included in the September report.
- Upcoming date: See Pastor Lauren’s report for upcoming events.
- Headlines – Pastor Lauren provided communications messages for committees for the next 30 days.
 - Continue to ask for participation in the annual appeal.
 - Volunteer focus and database evaluation
 - Staff focus: Development Director and Hospitality Coordinator
- Adjournment 8:49 m/s Pam/Sarah passed unanimously.
 - Closing prayer Pastor Tori
 - Council Members: Val Velde, Erik Storlie, Jim Stark, Rebecca Field, Pam McCulloch, Nancy Brown, Linda Werner, Andrew Olsen, Sarah Richter, and Karen Rogers

Council meeting schedule:

Thursday, December 21st - zoom 7 pm

Thursday, January 18th - in person 7 pm

Thursday, February 15th - zoom 7 pm

Thursday, March 21st - zoom 7 pm

Thursday, April 18th - in person 7 pm

Council Agenda Minutes

Thursday, May 16th - zoom 7 pm

Thursday, June 20th - zoom 7 pm

Thursday, July 18th - zoom 7 pm

Thursday, August 22nd - in person (and run through of annual meeting). 6 pm

Senior Pastor Report- November 2023

Lauren J. Wrightsman

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

- 1) **Organ Project Team** - Please see Organ Project Team report
- 2) **Riverside Innovation Hub** - continuing work in this area
- 3) **Preschool** - The preschool is up and running as of November 1, 2023
- 4) **Staff openings:**
 - a) **Hospitality Coordinator** - working on job description
 - b) **Director of Development** - working on job description

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?

- 1) **Volunteer Engagement** - This project team is up and running
- 2) **Advent: Come, Lord Jesus, come!**

Starting a week early (Sunday, November 24, 2023). This will mean Sunday, December 24, 2023 will not be Advent 4 in the morning and Christmas Eve for afternoon and evening. Worship schedule for December 24th is:

10:00 a.m.	Service of Lessons and Carols
3:00 /4:30 p.m.	Christmas Eve with Family Blessings
9:00 p.m.	Christmas Eve with Holy Communion
- 3) **Advent Pastor's Bible series** - I will be hosting 4 sessions, starting Thursday, November 30 a study of the book, **An Unlikely Advent** by Rachel Billups
- 4) **End of year giving statements will be sent out mid-December**

*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***

Associate Pastor, Marty Wyatt

November 2023

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

- Children's Ministry Task Force: Discussed RLC Kids and trying to wrap up our work together-more to come, but this Task Force will not finish its work in December as originally thought
- GriefShare-Supporting member Janice Stone with this small group. 8 people attending, going well so far.
- Trunk or Treat- Oct 28th was a huge success again! 200 kids plus their adults, 15 trunks, many community members, great community outreach event
- Crash Course on the Lord's Prayer went great!
- Spiritual Misfits on November 5th at 6pm-there were about 10 people there, some new faces, and people were very appreciative of the space and time
- Guatemala Trip- we have a great team going! 10 altogether with our guides
-

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?

- Trying to work on 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
- Riverside Innovation Hub Cultural Humility Meeting Tonight (11/16)
- Lots of CYF and Love Your Neighbor events coming up soon

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

November 2023

Tori Kraus

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

- Oct. 25 Speaker Jodi Dworkin on Mental Health, Social Media, and Teens
- Feed My Starving Children Youth Packing Event – 10 youth and 4 parents participate
 - Youth that normally do not attend other youth events and do not attend church regularly
- Confirmation – Cancelled for Nov. 15 and will resume again on Nov. 29
- ELCA Youth Gathering – 6 students confirmed and registered, 3 adult leaders including both Pastor Tori and Jenna
 - Strudel fundraiser raised over \$1,300
 - Partnering with Christus Victor in Apple Valley
- Red Envelope Fundraiser – last day is Nov. 19
- 7th-8th Grade Confirmation Retreat – 16 students attended, 2 high school mentors lead activities, and 3 adult leaders including Pastor Tori and Jenna. We focused on Care of Creation.

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?

- Candy Cane Breakfast – Dec. 2, now a fundraiser for the Gathering
 - Received Thrivent Action Grants for this
- Confirmation – Nov. 29 is our 9th grade parent meeting to talk through Lenten Mentors, faith projects, 9th grade retreat, and Confirmation Sunday on May 19, 2024.

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?

Ministry: Children's Ministry

Date: 11/14

Prepared by: Jenna Baccam

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

- Trunk or Treat was a huge hit! We had about 200 kids come through and almost ran out of candy (again!). It was a great way to interact with our community. Most of the families coming through I did not recognize/ they are not kids who normally come to RLC Kids or other Sunday programming.
- Our second Crash Course was a huge success! This month we dove into the Lord's Prayer. We had about 7 families show up and approximately 20 kids. They went on a prayer hunt around the church to find different pieces of the Lord's Prayer. I definitely noticed most of them liking the idea of running around the church. They seemed way more into it than most other activities we have done together.
- Christmas program music and readings have been coming together nicely. (see below for more)

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?

- Spreading the word about Candy Cane breakfast. We have a lot signed up already and want more! This will also help us to raise more money for those going to the gathering.
- Need a few more families to help with lighting the advent wreath during services. Anyone come to mind for you all? I am trying to ask families who have started coming in the past year or two and are not super involved with other children's ministry activities.
- Supporting me in the direction of the Christmas program! I am nervous to do my first one and am just trying to do my best with it. I am hoping it goes 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?

Ministry: Shared Services

Date: November 13,, 2023

Prepared by: David Booms

Shared Services Administration

- Managing daily operations and maintaining office supplies and records.
- Oversee security system
- Coordinating, planning, and executing church events.
- Participate in Project Teams, pay bills and oversee staff payroll.
- Working on Hospitality transition
- H.R.>Posting/monitoring positions for
 - Night Custodian
 - Hospitality lead
- Managing Vendor relations
- Booking Winter/Spring events

Communications - Nov. 2023

- December-January-February TABLE is in production.
- Supporting ongoing efforts: Organ Project; Volunteer Management system within Shelby; Website Update in tandem with this project.
- RIC/Reconciling in Christ/Inclusion = working to incorporate into website, building, signage, welcome statement, etc.
- Many Christmas events to support: Christmas Festival Concert, Christmas Eve/Day, Sharing Tree, etc.
- New logo pens available for pew racks

Hospitality

- October events:
 - Oktoberfest, this was a great turnout and should be continued in the future
 - U of M girls bi-annule meeting
 - Funeral service
 - Leadership Luncheon
 - ADK teachers monthly group
- November events:
 - St.marys off site catering
 - ADK
 - Church fundraiser

- Funeral

I am excited to move on and work full time at Kowalski's and hope to see you, if you are in the neighborhood. Thank you so much for letting me serve you, this has been a wonderful place for me to work in the last 10 years or more.

I wish Roseville Lutheran many more years of success with your new catering manager.

Closing the book as your catering manager

Sempre Famiglia

Connie

Building & Grounds

Facility Projects

- Remove wasp nest CCH
- Organize mechanical room
- Replace door sweeps on north fire door adjacent to balcony
- RLC confirmation room set ups
- Relocate storage room in 40 to accommodate staging
- Clean out drains in kitchen and outside of the trash room
- Repairs to the gate on the backyard fence at CCH are complete. Repairs to railing on the playset will be completed by the end of month.
- Purchase belts for HVAC units
- Replace circulating pump for boiler
- Set up tables and chairs for October event
- Replace air compressor pump
- Finish installation of circulation pump for the newer boiler
- Hanging Seasonal lights over door # 1 entryway
- Prep and start up snowblowers
- Set up work for events
- Repairs to quilters tables
- Clean and ready preschool for Nov 1 start up
- Test on monument conversion successful, operational on 100% solar
- Source-out parts and supplies
- Hang information board in preschool

Ministry: Preschool and Childcare

Date: 10/20/23

Prepared by: David Booms

Preschool

- Opening November 1, 2023.
 - Sher Noot will return 10/23/23
- Open House 10/30 & 31

Childcare

- I am giving Leadership support to staff
 - Laurie Miller Hedeem is overseeing operations.

Director of Finance

11/15/2023

Prepared by: Laurel Hofeldt

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

- October Financial Reports are attached for your review.
 - Total Receipts YTD are \$19,175 below budget
 - Total Expenses YTD are \$26,595 below budget meaning that we are \$7,421 above our expected budget position at the end of October
- Fund Balances and Cash Flow:
 - The total Restricted/Designated/Special Activities Fund balance is \$503,085
 - Operating Fund is borrowing \$154,931
 - Preschool/Childcare is borrowing \$69,552
 - This means we have \$278,602 remaining in available cash and short-term investments. \$181,670 of this is tied up in the Organ Fund
- Annual Appeal
 - 176 Intent to Give Cards received
 - ~\$676,000 committed to the general fund (46% of operating budget)
 - Last year RLC received 152 ITG cards committing \$535,000 to the general fund.

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?

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?

- Nothing at this time

Roseville Lutheran Church

October 2023 Month-End Financial Summary

Church Operations 2023-2024							Prior Year Comparison	
	Oct Actual	Oct Budget	Oct Variance	YTD Actual	YTD Budget	YTD Variance to Budget	2022-2023 YTD Actual	Current YTD Comparison to Prior YTD Actual
Offering	90,280	72,082	18,198	283,648	294,863	-11,215	299,535	-15,887
Other receipts	3,582	8,225	-4,643	28,940	36,900	-7,960	32,763	-3,823
Total Receipts	93,862	80,307	13,555	312,588	331,763	-19,175	332,298	-19,710
Compensation & Staff	77,933	82,902	-4,969	329,099	334,483	-5,383	350,961	-21,862
Program Ministries	8,693	16,327	-7,634	28,187	44,563	-16,377	51,754	-23,568
Business Management	12,247	12,643	-397	45,368	45,260	107	43,259	2,109
Property & Building	10,038	9,920	118	33,887	38,830	-4,943	62,867	-28,980
Total Expenses	108,911	121,792	-12,881	436,541	463,136	-26,595	508,841	-72,301
Net	-15,048	-41,485	26,437	-123,953	-131,373	7,421	-176,544	

Number of Givers 2023-2024			Prior Year	
	YTD through Oct		2022-23 YTD Thru Oct	
	# Givers	Avg Giving	# Givers	Avg Giving
General Fund	566	\$ 2,578	576	\$ 2,595
Total All Funds	683	\$ 2,834	716	\$ 2,350

Fund Balances:

Available Cash & Short-Term Investments	278,602	
Organ Fund	181,670	
Other Designated/Restricted/Special Activities	321,415	503,085
Preschool/Child Care Fund	(69,552)	
Operating Fund	(154,931)	-224,483

Endowment Fund

Cash	7,471	
Permanently Restricted	427,690	
Temporarily Restricted	153,455	
Total	588,617	

Roseville Lutheran Church Statement of Operations FY 2023-2024
As of October 31, 2023

	Actual YTD	Var. Actual to YTD Budget %	YTD Budget
RECEIPTS			
Total Offerings	283,648	96%	294,863
Other Income & Receipts	28,940		36,900
TOTAL RECEIPTS	312,588	94%	331,763
BUSINESS EXPENSE & COMPENSATION			
Staff Salaries	271,690		277,519
Staff Benefits	55,513		53,230
Business Expense	1,896		3,733
TOTAL BUSINESS EXPENSES & COMPENSATION	329,099	98%	334,483
TOTAL WORSHIP & PRAYER	2,203	60%	3,700
TOTAL MISSION & OUTREACH	14,081	73%	19,190
TOTAL JUSTICE & CONGREGATIONAL LEARNING	350	17%	2,062
TOTAL CHILDREN'S MINISTRY	840	56%	1,503
TOTAL YOUTH & FAMILY MINISTRIES	1,764	40%	4,375
TOTAL CHRISTIAN LIFE	8,948	65%	13,733
TOTAL PROGRAM MINISTRIES	27,837	62%	44,563
SUSTAINING/BUSINESS MANAGEMENT			
Stewardship & Development	3,711		8,417
Bank Fees, Insurance, Payroll Processing	18,552		13,723
Office Support, Computer/Network, Council	11,442		11,533
Communications, Printing, Publishing, Mailings	11,663		11,587
TOTAL BUSINESS MANAGEMENT	45,368	100%	45,260
PROPERTIES & BUILDINGS			
Utilities	26,667		28,080
Cleaning & Maintenance	4,596		7,166
Grounds & Parking Lots	1,037		1,650
HVAC, Lighting & Security	1,587		1,933
Mortgage & Building Projects/Improvements	0		0
TOTAL PROPERTIES & BUILDINGS	33,887	87%	38,830
TOTAL SUSTAINING MINISTRIES	79,254	94%	84,090
TOTAL EXPENSES	436,191	94%	463,136
RECEIPTS OVER/UNDER EXPENSES	-123,603		-131,373

Ministry: Mission and Outreach Partnership (MOP)

Date: 11/16/23

Prepared by: Karen Rogers

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

- **Keystone Conversation with Julia McCarthy - Director of Programs**

- a. Keystone is moving - 1800 University/ University and Fairview (by Arby's)
 - i. Nov. 30 is the last service date until after the move and will reopen Jan. 3. The other locations will close (Rice Street and University) but will now be on the Green Line for the light rail. \$ from city of St. Paul and legislature; construction will be finished mid-Dec.
 - ii. Capacity to serve 40k people per year; mostly from Ramsey County, St. Paul and northern suburbs.
 - iii. Covid supplemental income/rental forgiveness has run out and numbers are increased significantly; 40% food price increase projected.
- b. Specifics on Sharing Tree items: Food items (see website); culturally specific foods; shampoo, paper towels, TP, toiletries; money to buy food; no grocery GCs
- c. Volunteer Opportunities available: 2,000 opportunities per year (½ of those are one-time people).
 - i. Opportunities/needs: 2,000 per year; ½ are one-time people
 - ii. Basic needs programs: driving, warehouse, food mobile, Meals on Wheels (St. Paul – West 7th), can have an RLC shift if we want (we are in charge of filling those spots every week/month
 - iii. Group events: pre packed boxes at some food mobile events (need people to pack the boxes); 8-10 people; flexible timing; 2 hours; start mid-January at the new site; age requirement TBA
 - iv. Free Farmer's Market events; ages 16+ on own, Rice/Arlington & Roseville Covenant (Friday mornings, June-October); larger groups
 - v. Volunteer manager would be the person to help us coordinate an RLC shift; Sara Fleetham (sfleetham@keystoneservices.org)
 - vi. Food mobile volunteers: taking orders, help restock, help carry groceries, etc.

d. Food drive

i. Best time of year? MN Food Share Month is in March (a good time due to matching funds). Summer is great too! Really anytime.

- **Sock Drive** - proposed dates were 10/15 - 11/5 - extending another week to 11/12 as the drive was not going well. As of Nov. 7 there were only 50 pairs but needed 200 pairs. M&O was going to order another 100 pairs of socks to 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?

- Sharing Tree - Cash/GCs: Every Meal & CP; Keystone: personal hygiene; Bridging: household items
- Jan. 7th Adult Ed. Hour - Pastor Marty - Why? Social Justice? Neighborhood Partnerships
- Dresser Build at RLC - Keep Wed. 1/24/24 and Sun. 1/28/24 on your calendar for volunteer opportunities.

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?

Roseville Lutheran Church
Justice & Congregational Learning Council Liaison Report
November 2023
Prepared by Andrew Olson

Overall

Thank you Pastor Marty for all of his work and time engaging with these groups! There is a lot going on and a lot of ideas. We are discussing increasing ways to build more community and synergy among these groups, starting quarterly for a meeting after church. It would also be an opportunity to get more people involved.

There is also a need to define the goals and objectives for each group!

Adult Education

- Attendance at October sessions ranged considerably, with some sessions in the 20s and others (focused on Christian Nationalism) were in the 70s!
- Group has identified upcoming topics including:
 - Guatemala mission trip - Pastor Marty
 - Spring series planned on "Bible women by women artists"
- Some discussion, given substantial interest (?concern about) in Christian Nationalism how this forum can be used to give people tools and information to make informed choices about elections.
- *Andrew's editorial note: As an educator, I've learned the value of developing overall goals and learning objectives for a curriculum, and I'm wondering what interest there may be to set some overall goals that align with our congregation's goals. What do others think? What about adding some other topics that take advantage of people's knowledge such as advocacy, health topics, book club??*

Our Neighbors and Me (ONAM)

- The Banned Book Display is very powerful, and there was some discussion around making this available for other churches to use - more to come.
- Endowment grant for [Just Move Project](#) was received, which includes deep work on the IDI. This project is getting underway!
- Planning spring discussion group on "My Grandmother's Hands"

Immigration

- Donation was sent to Rice Street Community Gardens in September and a thank-you received
- Grant from Endowment focused on resettlement of a refugee family. Nancy contacting the International Institute of Minnesota, more to come in February
- Presentation on April 7 at Adult Education:
 - Roberto, who will be speaking at the Adult Ed. Session on April 7. He immigrated from Peru and works as a banker in the Twin Cities. He often works with new immigrants, helping them with the details of starting their own business, teaching them the intricacies of banking, loans, etc. During his presentation he will be talking about these experiences, as well as his own challenges as a recent immigrant. It should be an interesting session.
- Upcoming LSS Donation Drive in January - help needed to share the news and garner interest as well as some help in delivering items. Need help sharing flyers (coming soon) with smaller groups.
 - *Andrew's note - can we engage RLC kids?*

Group: Children, Youth & Family

Chair/Leader: Tori Kraus & Jenna Baccam

Date: 11/14/23

Prepared by: Nancy Brown

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

- Trunk or Treat was a huge success. There were 200 kids that came and 20 cars participated in passing out treats.
- We had a fantastic turnout at the November 1st Crash Course class for our elementary students. They had fun learning about the Lord's Prayer. This is a once a month class for kids and their families where they learn about a topic and then have the option of enjoying pizza afterwards.
- Confirmation students are wrapping up learning about the Ten Commandments. Students learn about the Ten Commandments in a large group, then have discussions in small groups.

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 Children's Christmas program will be Sunday December 10th during the 10:30 worship service.
- The Candy Cane Breakfast is coming up on Saturday December 2nd. The youth will be helping at that event.
- Our 9th grade Confirmation students will be hearing about their Faith Project, Lenton Mentors and all things related to being Confirmed.

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.

Staff / Ministry:

Date: 11/15/2023

Prepared by: [Sher Noot](#)

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

- Reopening of Preschool/PreK
- Parkway Pizza "Dine Out for Schools" Fundraiser results

On Nov 1, 2023 We reopened our Preschool/PreK program after a brief pause to regroup, and to find a qualified teacher for our team. We were fortunate in our search and were able to secure a qualified teacher for the position. We did, unfortunately, lose some families during the pause so we are now running a mixed age class (ages 3-5 years of age) with a teacher, and an assistant teacher on Mondays/Wednesdays/Fridays and a teacher and a teacher's aide on Tuesdays and Thursdays.

Monday, Wednesday and Friday classes run from 9-3. Families have the options of their child attending from 9-12 (AM program), 9-1 (AM program plus lunch) or 9-3 (full day program).

Tuesdays and Thursdays, families have the option of attending 9-12 (AM program) or 9-1 (AM program plus lunch).

The current number of students enrolled is 19, with daily attendance sitting at 13 students per day. Our licensed capacity is 40 students in attendance per day.

Definitely a highlight is how happy the students, family and staff are! It's great to be back!

Parkway Pizza Dine Out for Schools Fundraiser: RLC Preschool and Childcare participated in Dine Out for Schools on the 4th Tuesday of each month, from September through June. We received a check for \$877. RLC Preschool and Childcare is participating in the Dine Out for Schools fundraiser again this year!

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?

- Registration for the 2024-2025 school year will take place in February. Word of mouth is an awesome way to promote the preschool/prek!
- We will be opening the Preschool/PreK on Sunday, December 3rd (10am -11am) for the congregation to come and see our refreshed spaces! Hopefully we will see many of you there!

Staff / Ministry 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?

Council support of our fundraising efforts through both Gerten's and Parkway Pizza would help increase funds raised for the preschool.

Ministry: Organ Project Team

Date: 11/16/2023

Prepared by: Erik Storlie

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

- The fundraising matching incentive (\$30,000) was announced at both services 11/12 and included in the eBlast.
- John will reach out to St. Luke's to get them moving on the choice of text for the commissioned choral/oran piece
- Nordlie is coming to tune the organ sometime this week or next so it will be ready for Christmas. They were in Mountain Brook last Wednesday-Friday.
- We had a successful Play the Organ event 11/11 with 13 participants and a couple of others who also took a turn (10 were kids). The kids enjoyed the experience and John did a great job showing them how to use the draw knobs, expression pedal and pistons to change the sound of their music. There are some budding organists!
- We're working on firming up lodging and putting volunteer costs together for the trip to Alabama in June.
- \$680,600 of the \$850,000 cost of the organ has been raised or committed with a \$30,000 matching fund in addition.

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?

- Ongoing fundraising activities - hoping to close fundraising by the end of this year!!
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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? No.

RLC Resource Strategic Goal: *Volunteer Management Project* Update

November 15, 2023

Submitted By: Rebecca Field

Documents produced to date:

[Volunteer Management Project Plan.xlsx](#)

Dave Booms, Daniel Pederson, Sam Holsen, Rebecca Field are meeting Tuesday, November 21st to discuss the functionality of Shelby to see if it meets what we would ideally like from a volunteer management database. The initial requirements are within this document:

[RLC Volunteer Management Database Requirements-2.docx](#)

Request for staff and council - 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. This spreadsheet has been modified a bit to make things more standard so that we can enter this data into a Volunteer Opportunity database that will be accessed by an RLC Volunteer Opportunity webpage so individuals can search based on the dimension criteria. (i.e. frequency, ministry area, etc).

Staff / Ministry:

Date: 11/15/2023

Prepared by: [Sher Noot](#)

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