

**Word of Peace Executive Team
Meeting Minutes
June 22, 2017**

In Attendance:

Linda Thomas, Director of Administration
Jim Peterson – President
Michelle Andersen, Vice-President
Lori Rankila, Secretary
Mike Van De Riet, Member-At-Large

Approval of May 2017 Executive Team Minutes: Motion to approve the May Executive Team Meeting Minutes made by Mike Van De Riet and seconded by Jim Peterson. Discussion – none. Vote – motion carried.

Due to summer schedules the Executive Team had an on-line meeting between members to discuss the May financials and agenda items. Due to many questions around Kristin’s pastoral salary increase and the open Director of Middle School position and with the urging of Pastor Rick, the team met on June 22 to discuss these issues.

Agenda Items:

Financial Update	All/Linda Thomas	
YTD through May, 2017: Regular Offerings to date \$503,151 Regular offerings are ahead of budgeted offerings by \$14,363 Total Church Operations Income to date \$633,130 Total Church Operation Income ahead of budgeted income by \$24,000 Total Church Expenses to date \$610,039 Total Church Expenses are below budgeted expenses by \$19,977 Total Income against expenses is \$23,091; Budgeted Income against expenses is (20,887) General Fund Loan from Dedicated \$2,676 End of May mortgages are at \$1,587,580		
Staff Updates	All	
<ul style="list-style-type: none"> • Kristin’s Pastoral Raise: During the January budget meeting, Kristin offered to decline her pastoral increase to balance the budget. The Synod called Jim Peterson to discuss their concern about her not receiving the increase. Although everyone was in agreement that Kristin deserved the increase, it was not budgeted in 2017 as she agreed to forgo it. After much discussion about how to financially offset the increase, the open Director of Middle School position and sustaining current staff for 2018, a motion was made to give the Pastor of Spiritual Care the salary increase and to put a hold on the Director of Middle School 30-hour position to review how it fits into the 2018 budget by Jim Peterson and seconded by Michelle Andersen. Discussion – none. Vote – motion carried. • Director of Middle School Position: Two offers have been extended, but both have been declined at this time. 		

Pastor Rick's Report: No report from Pastor Rick as he is on study leave.

Pastor Keith's Report:

Executive Team - Monthly Report

Pastor Keith Long

5/10/2017 – 6/19/2017

Word and Sacrament Ministry

I continue to do the regular duties expected of me on a daily and weekly basis including: preaching, teaching, worship planning and leading, praying, and studying, presiding at baptisms and Holy Communion, weddings, and funerals, visitation, counseling, communicating, being on-call for emergencies, and providing leadership and oversight of the administrative areas of my responsibilities: **Adult Education, Small Groups, Stewardship, Life & Growth, and Communications.**

Teaching Ministry

I have been creating adult ministry curriculum and studies as I prepare for the Adult Ministry brochure deadline in mid-July. Highlights this month:

- *PeaceKast*
- *Topics on Tap ("The Meaning of Life"),*
- *Christ in Cinema ("Guardians of the Galaxy")*
- *Confirmation Conversations*
- *Premarriage Counseling & Wedding Rehearsals (3 couples)*
- *VBS Skits on video*

Administration & Leadership

A significant amount of my time and energy is spent writing, attending meetings, reading and preparing study materials and/or videos and social media content, checking in with co-workers and supervisees, responding to email, overseeing committees and providing leadership. Highlights this month:

- *Congregational Meeting – May 21*
- *Sermon preparation & preaching – May 21/22, May 28*
- *Presiding/Preaching at Weddings (June 10, June 17)*

- *Staff Retreat*
- *Blessing of the Bikes*
- *“Divorce Care” a new small group introductory meeting*
- *Private Baptisms*
- *Stewardship Team (Brainstorming the Fall Pledge Drive)*
- *Strategic Planning Meeting*
- *Executive Team*
- *Life & Growth Team*
- *Pastoral & Staff Meetings*

Other Commitments

I attend monthly meetings with my **Peer Group** for professional and personal support and continue to serve in leadership with the Minneapolis Synod as a team member of the **Peer Group Leadership Board**. I attended a training with **ISAIAH**, a community organizing group discussing ways to facilitate dialogue amidst our polarizing political climate.

Next Meeting: Tuesday, July 18, 2017 at 6:30pm

Closing – Lord’s Prayer

Respectfully submitted,
Lori Rankila
Secretary