

**Word of Peace Executive Team
Meeting Minutes
July 18, 2017**

In Attendance:

Tyler Strom., *Pastor of Faith in Action*
Linda Thomas, *Director of Administration*
Jim Peterson, *President*
Michelle Andersen, *Vice-President*
Josh Holland, *Treasurer*
Lori Rankila, *Secretary*
Mike Van De Riet, *Member-At-Large*
Rae Ann Hallberg, *Member-At-Large*
Karie Osmek, *Director of Children, Youth and Family Ministry*
Megan Moen, *Confirmation/Children, Youth and Family*
Administator

Devotion and Opening Prayer: Jim Peterson

Approval of June 2017 Executive Team Minutes: Motion to approve the June Executive Team Meeting Minutes made by Michelle Andersen and seconded by Josh Holland. Discussion – none. Vote – motion carried. The June minutes needed to be amended to include the discussion and vote information concerning the MSM Director position. Motion to approve the amended June Executive Team Meeting Minutes to include the discussion and vote information was made by Michelle Andersen and seconded by Josh Holland. Discussion – none. Vote – motion carried.

Agenda Items:

Financial Update	All/Linda Thomas
<p>YTD through June, 2017:</p> <p style="padding-left: 20px;">Regular Offerings to date \$580,840</p> <p style="padding-left: 20px;">Regular offerings are ahead of budgeted offerings by \$14,681 and last year by \$36,027</p> <p style="padding-left: 20px;">Total Church Operations Income to date \$718,693 (Includes \$41,338 repayment of 2016 Financial Loss)</p> <p style="padding-left: 20px;">Total Church Operation Income ahead of budgeted income by \$27,602 (without including the \$41.3K in debt repayment, the church is behind budget by \$13.7K)</p> <p style="padding-left: 20px;">Total Church Expenses to date \$723,145</p> <p style="padding-left: 20px;">Total Church Expenses are below budgeted expenses by \$27,416</p> <p style="padding-left: 20px;">Total Income against expenses is \$(4,452); Budgeted Income against expenses is (59,469))</p> <p style="padding-left: 20px;">General Fund Loan from Dedicated \$33,000</p> <p style="padding-left: 20px;">End of June mortgages are at \$1,581,530</p> <ul style="list-style-type: none"> • Linda is researching benefit plans/packages as the current policy from Portico is up in December. Her goal is to have the research completed by the October Executive Team meeting so it can be discussed then. • Linda has received \$4K in gifts toward the \$15K in staff cost of living increases for 2017. • Linda will pull a report that will show what is pledged versus what is received against pledges. • The team discussed “reoccurring” Pushpay as a means to increase giving. How to get the message out? • A Gala in November will replace the corn feed originally budgeted for in August. 	

<ul style="list-style-type: none"> The Executive Team would like to work with the Stewardship Team to create a more informative way to communicate the church's financial position in the weekly bulletin. 		
Staff Update	All	
<ul style="list-style-type: none"> The CYF staff would like to meet/work with the Stewardship Team to discuss/create ways to reach out to CYF parents regarding the financial needs and other church needs. The staff would like to see WOPLC do more celebrating of all the "things" we are doing and our growth in their communication to families. Per Tyler Strom, "We are a powerful place of transformation." Lauren Skare has done a great job stepping in as the Interim Middle School Director this summer. Her drive and passion has made a difference. Thank you! Julie Nelson was hired for the 30 hours/week as the CYF Administrator. 		
CYF Update	All	
<ul style="list-style-type: none"> The Executive Team met with some members of the CYF staff to discuss the open Middle School Director position. It was an open and candid conversation. The CYF staff was upset regarding the Executive Team's motion to put the open position on hold sighting financial concerns to hire for this position. The staff was not aware of these financial concerns. The Executive Team did not want to hire someone now and then not be able to sustain them in the future. The CYF staff voiced their concern that programs would be cut or severely strained if a person was not hired since their staff was already stretched with hours. The Executive Team asked them to prioritize the programs, look for ways to have other staff members (including pastors) to help with the programs and research programs that could be run by volunteers instead of staff, like the Annual Plant Sale. An agreement was reached that Linda and the CYF staff will research a contract employee for 20 hours a week to assist with the open CYF position. The staff will talk with Lauren Skare first to see if she is interested in the position and then explore other avenues if needed. Action Items: <ol style="list-style-type: none"> CYF staff to make a list prioritizing CYF programs. Kari to work with Sheldon, Youth Director, to clarify his role in light of the open position and his role if a 20 hours a week person is hired for the MSM position. Research programs that can be run by volunteers vs. staff. 		
Miscellaneous	All	
<ul style="list-style-type: none"> After meeting with the CYF staff, it became apparent that there is a gap in communication between church teams. Pastor Tyler will work with the other pastors to generate ideas to create a better information flow among the church teams. Jim Peterson will talk with Pastor Keith about the Executive Team meeting with the Stewardship Team to discuss ideas on how to generate additional giving and how to reach non-giving families. 		

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

6/20/2017 – 7/18/2017

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 prepared for the Adult Ministry brochure deadline July 17th. Highlights this month:

- *PeaceKast*
- *Topics on Tap*
- *Christ in Cinema*
- *Confirmation Conversations*
- *Premarriage Counseling*

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:

- *VBS June 19 – 23*
- *Rockin Rogers parade*
- *Sermon preparation & Preaching – June 25, July 9, July 16*
- *Presiding/Preaching at Weddings (July 16)*
- *Private Baptisms*
- *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 enjoyed a week of **vacation** (June 30 – July 8) with my family to Lake of the Woods Canada for walleye and muskie fishing. It was a great time away to recharge and catch some monster fish!

Pastor Tyler's Report: Pastor Tyler gave a verbal report of some of the exciting things he has been doing besides being very busy with his regular duties with 2 fewer pastors this summer. He is very excited about the \$5,600 that VBS raised for Mobile Hope. They plan on building steps into the trailer, create a safe and energetic homework space, and provide hot meals for the kids after school. Conversations have started for the next mission trip to Jamaica and 36 people helped pack food for Feed My Starving Children.

Motion to adjourn the July meeting was made by Rae Ann Hallberg and seconded by Michelle Andersen.
Discussion – none. Vote – motion carried.

Next Meeting: Tuesday, August 8, 2017 at 6:30pm

Closing – Lord's Prayer

Respectfully submitted,
Lori Rankila
Secretary