

**Word of Peace Executive Team
Meeting Minutes
January 9, 2018**

In Attendance:

Rick Skare, *Senior Pastor*
Tyler Strom, *Pastor of Faith in Action*
Kristin Skare, *Pastor of Spiritual Care*
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*
**Kari Osmek, *Director of Children, Youth and Family
Ministry***

Devotion: Jim Peterson

Opening Prayer: Pastor Rick

Approval of December 2017 Executive Team Minutes: The December Executive Team Minutes were not available at the time of the meeting. They will be approved at the February meeting.

Agenda Items:

Financial Update	All/Linda Thomas	
<p>YTD through December, 2017:</p> <ul style="list-style-type: none">Regular Offerings to date \$1,251,060Regular offerings are ahead of budgeted offerings by \$22,947 and last year by \$265,302Total Church Operations Income to date \$1,550,247 (Includes \$45.1K repayment of 2016 Financial Loss)Total Church Operation Income ahead of budgeted income by \$61,517 (without including the \$45.1K in debt repayment, the church is ahead of budget by \$16,379)Total Church Expenses to date \$1,500,190Total Church Expenses are below budgeted expenses by \$22,073Total Income against expenses is \$50,056; without including the \$45.1K in debt repayment, Total Income against Expenses is \$4,918. Budgeted Income against expenses is \$(33,433).All Loans from the Dedicated Account and the Bank Line of Credit have been paid.End of November mortgages are at \$1,556,698		

2018 Budget	Pastor Rick and Linda Thomas	
<ul style="list-style-type: none"> • A balanced budget was introduced to the Executive Team. The 2018 budget included: • A 3.5% increase in Offering for 2018 (typical increase) • 2% cost of living for all staff • Pastor Kristin and Pastor Tyler become Full Time Pastors • Additional Worship Leaders/Musicians at all worship services • Small Group Ministry/Adult Education Leader (Pastoral or Lay Staff Position) • Budget Increase for Family Ministry Programming • An increase in Communication Ministry • Adjustments to Youth Ministry and Volunteer Ministry Staffing and 2 Summer Interns • New Database • Increase for a few Staff most behind Synod Guidelines • Items put back into the 2018 budget that were taken out of the 2017 budget) • A motion to present the 2018 budget to the congregation was made by Michelle Andersen and seconded by Mike Van De Riet. Discussion – none. Vote – motion carried. 		
Strategic Planning Team Update	Pastor Rick	
<ul style="list-style-type: none"> • Leadership Summit February 9th and 10th. 		
Staff Updates	Pastor, Programming Staff	
<ul style="list-style-type: none"> • Resignations: Pastor Keith Long, Sheldon Way and Tracy Rowe • Largest Christmas Attendance at nearly 3,500 • The Family Christmas Eve Services were greatly received by the congregation and guests. • Two interviews have been conducted for the Volunteer Coordinator position, but none so far on the Event Coordinator. • The Pastors and staff are busy with the Confirmation Rite of Passage and Affirmation of Baptism preparations. 		
Miscellaneous	All	
<ul style="list-style-type: none"> • 		

Pastor Rick's Report:

**EXECUTIVE TEAM REPORT
PASTOR RICK SKARE
12/21/17 – 1/9/18**

1. I continue to do the **Regular Duties** expected of me on a daily and weekly basis including: preaching, teaching, worship planning and leading, presiding at baptisms, weddings, and funerals, visiting, counseling, communicating, administrating the areas of ministry I oversee, praying, and studying.
2. Of course now you know the news of **Pastor Keith's Call** to serve as Lead Pastor at St. Luke Lutheran Church in Cottage Grove, Minnesota. As you can imagine, this has made for some very busy "behind the scenes" work. I have been in much conversation with the other pastoral staff, Linda, and other staff about how this impacts our staffing and budget for 2018. I will present this work at our meeting on January 9th and we will have an opportunity to discuss it more.
3. Our **Christmas Eve and Christmas Day worship** was amazing! Again, for another year, we had a record Christmas Eve attendance of 3,473, up nearly 5% over last year. We still experienced overflow at four of our services, but overall the attendance was spread out evenly over all of the services, with noon being our largest service. The Family Worship services at 10am and 12noon were particularly a big hit. My thanks to Pastor Tyler, Pastor Kristin, and the CYF staff for developing and implementing these services.
4. I did manage to have a few days of **vacation** after Christmas. It was a good time to get away and spend time with family before the busyness of January with all that is going on with the preparation for the transition and 2018 budget. My thanks to Pastor Keith for covering while I was gone.
5. We now have started our worship and adult study series entitled, "**Grab-Bag**". We are having some fun with such experiences as Holy Humor Sunday, choose a sermon topic, camp Sunday, skits, panel discussion, the weirdness of scripture, grab-bag children's messages, etc.
6. Also we have now started this very busy week of **Confirmation Rite of Passage and Affirmation of Baptism services**. It is a great week of celebrating the faith journey of 124 of our young people, but it demands a lot of hard work, energy, and passion of our staff. My thanks to the Pastors, Dain, and the CYF staff for making these confirmation events so incredible!
7. A reminder of our **Leadership Retreat** on Feb. 9-10, 2018 at Elk River Lutheran Church. The purpose of this retreat is to develop four strategic initiatives for 2018-2019. We expect to have 30-40 church leaders in attendance including: program staff, the strategic planning team, the executive team, and two representatives from each ministry team. Also remember to complete the attached Vitality Check survey if you have not already. You can bring it with you to tomorrow night's meeting.

Pastor Keith's Report: No Report Available

Pastor Tyler's Report:

**Executive Team Monthly Report
Pastor Tyler Strom, Faith in Action
12/21/17 – 1/9/18**

Global Mission

1. Final preparations are being made for the 2018 **Mission Jamaica** trip.

Local Mission

2. Christmas is a difficult season for some families, and through the incredible generosity of this congregation, we are able to make a positive difference in these families lives. Our annual **Local Christmas Relief** program assisted families who were experiencing financial difficulties this year due to medical expenses, job loss, and life transitions.

General Pastoral Duties – in addition to preaching, planning and leading worship, teaching, presiding at baptisms, weddings, and funerals, pastoral care and visitation, communication, and administration, noteworthy activities from the past month include:

3. **Christmas Eve** planning and leading. A particular highlight was the **Family Worship Services** at 10am and noon. A special thanks to our CYF and music staff who put in extra time to make these services especially meaningful to families and children.
4. Funeral service for Dick Werth
5. A week of vacation to visit family in Montana
6. Staffing – Currently reviewing and interviewing candidates for the Event Coordinator and Volunteer Coordinator.

In Christ,
Pastor Tyler Strom

**Pastor Kristin's Report:
Pastor Kristin Skare, Pastoral Report
December 21 – January 9, 2017**

Worship - Christmas Eve and Christmas Day Services

Funeral – Participated in David Andersen's Funeral

Pastoral Care – met with several people regarding a variety of ministry needs.

Confirmation – Participate in Rite of Passage and preparing for the Confirmation sermon and worship service.

CARE Team - Recruited three new members to the CARE Team, planned stamp drive, and March new member class

Small Group Ministry - Marketing 9-12th Grade Leadership Course led by Pam Johnston. We have 8 young women signed-up so far.

Mission and Vision - Planning with Pastor Rick and Pastor Tyler regarding upcoming transitions and 2018 budget

Vacation – December 27 and 28.

General ministry as assigned.

CYF Report: No Report Available

Motion to adjourn the January Executive Team Meeting Minutes made by Josh Holland and seconded by Mike Van De Riet. Discussion – none. Vote – motion carried.

Next Meeting: Tuesday, February 13, 2017 at 6:30 pm

Closing – Lord's Prayer

Respectfully submitted,
Lori Rankila
Secretary