

In Attendance:

Rick Skare, *Senior Pastor*
Kristin Skare, *Pastor of Spiritual Care*
Tyler Strom, *Pastor of Faith in Action*
Linda Thomas, *Director of Administration*
Michelle Andersen, *President*
Mike Van De Riet, *Vice President*
Lori Perna, *Secretary*
Mark Walstrom, *Member-At-Large*
Rae Ann Hallberg, *Member-At-Large*
Michael Sahlen, *Minister of Worship and Music*

Introductions: Group

Opening Prayer: Pastor Kristin

Devotion: Pastor Kristin

Core Value: "Hospitality"

Approval of February 2018 Executive Team Minutes:

Motion to approve: Mike Van De Riet

Second: Mark Walstrom

Discussion: None

Motion carried

Approval for Dain Swanson Study Leave:

Motion to approve: Mike Van De Riet

Second: Rae Ann Halberg

Discussion: None

Motion carried

Miscellaneous:

Pledge letter mailed to those who have pledged in 2018

Pledge letters to be mailed to those who pledged in 2017 however have not yet pledged for 2018

Bulletin updates: Stewardship and Strategic Planning Teams looking for new team members

All Team Meeting is scheduled for Tuesday, April 3, 2018

- 6:30-7:00 pm All teams meet in gathering area
- 7:00 pm Individual teams meet per regular monthly cadence

Lenten Meal updates:

- March 21, 2018 5 pm
- Executive team to assist: Mike Van De Riet, Michelle Anderson and Linda Thomas
- 3:45pm start time for preparation
- Lydia to confirm number of youth assisting
- 60-70 estimated attendance/ count for food- Soup and bread

Good Friday 12:00 pm service

- Traditional service led by Pastor Tyler
- 6:30 service will have prayer stations

Safety / Liability precaution- Snow piles in parking lot

- Signs placed to reduce possibility of injury/ liability

Youth office refreshed with new paint, carpets cleaned and removal of older furniture items

Agenda Items:

Financial Update	All/Linda Thomas
<p>YTD through February 2018 Regular offerings \$85,613 Regular offerings are behind budgeted offerings by \$(10,205) Behind last year's offerings by \$(12,274)</p> <p>Total February Church expense \$113,425 Total February Church expenses are under the budgeted expenses by \$(4718) Total February Income against expenses \$(10,271) Total YTD Income against expenses \$(29,785) Total YTD Budgeted Income against expenses \$(13,185) General Fund Loan from Dedicated \$20,000 Mortgage Total \$1,548,072</p> <ul style="list-style-type: none">• Credit card expenses are elevated due to deposits needed for future activities such as: Vacation Bible school or summer camp activities• Giving statements will be provided at the end of April 2018• Communicate to congregation: Inform on use of loan and promote direct giving for convenience as well as more consistent weekly offerings• Church school families will receive weekly communication beginning in April on direct giving during summer months as well as encouraging families to worship together• Discussion on special offering envelopes (Good Friday, Maundy Thursday for example; with direct giving these additional offering opportunities are often missed• Reminder full financial overview is available at the Information Desk	
Staff Updates	Pastor Rick
<ul style="list-style-type: none">• Welcome to our new hires /new in role<ul style="list-style-type: none">Jill Smith, Event CoordinatorChristina Verbick, Director of Youth MinistriesSharon Follingstad, OrganistRachel Kurtz, Monday night Worship Leader• Thankful for everyone on our current staff; culture is positive- excitement and joy continues to grow• Open Positions:<ul style="list-style-type: none">Drummer 9:45 am and 11 am servicesSoprano/ Alto vocalist 9:45 am service• Dain Swanson Study Leave approved<ul style="list-style-type: none">Will be present for Vacation Bible School June 11-22Segment 1: May 13-June 11Segment 2: June 24-Aug 20	

Stewardship/ Strategic Planning Team Updates	Pastor Rick
<ul style="list-style-type: none"> • Bulletin announcements to announce opportunities for both of these important teams • Strategic Planning team is in process of completing Road Map Themes: Small Groups and Volunteer Opportunities Planning to join upcoming Executive Team meeting to share updates 	
Miscellaneous	All
<ul style="list-style-type: none"> • Excited for Fall sermon series; Church school message will mirror this message Information to come in upcoming newsletter • Emergency Response Preparation and Training in beginning stages Such as: medical emergencies, intruder and safety concerns to be discusses and addressed Additional information to come on how to get involved • Due to new data base upcoming, member data will be important Members will be contacted as part of our annual process Opportunity to re-engage with inactive members or update files as appropriate (example: relocation) Process will be followed per Church Constitution Discussion on the importance of asking questions: listening and learning from those who may be currently identifies as inactive • Life Groups <ol style="list-style-type: none"> 1. Fellowship 2. Discipleship 3. Service Short term commitment Listening Retreat hosted by Pastor Kristin was a success 	

Closing Prayer: Lord's Prayer- Pastor Rick

Respectfully submitted,
Lori Perna, *Secretary*

EXECUTIVE TEAM REPORT

PASTOR RICK SKARE

2/14/18 – 3/13/18

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. **Ash Wednesday and Lenten Services** have gone well and attendance at these services are up. We have an excellent theme with “Messages from the Wilderness”, and the congregation has enjoyed the personal reflections on Wednesday nights from members of Word of Peace.
3. We have had several **new, exciting hires** for our staff: Jill Smith (Event Coordinator), Christina Verbick (Director of Youth Ministries), Sharon Follingstad (Organist), and Rachel Kurtz (Monday Night Worship Leader). I am excited because I think we have hired some really great people for these positions, and more so, I am excited because with the exception of a couple of worship leader positions, we have a complete staff! After the transition we have been through in our staffing, there is a wonderful sense of excitement and joy among our staff that will be evident to, and shared by, our congregation.
4. I have been coordinating our journey through the Bible series for next September-May which is now called, “**Cover to Cover: The Bible in a Year**”. This has involved writing some publicity pieces and coordinating with the other pastors and our Children, Youth, and Family Staff on the schedule of Bible readings.
5. I attended and presided at an **Eagle Scout Court of Honor** for Max Brown and Jerod Gordon on February 18. It was a meaningful ceremony and it was good to represent our church in hosting this event.
6. I am working with our Strategic Planning Team (SPT) to finalize the strategic initiatives of our **Annual Roadmap**. This includes working with Pastor Tyler, Lydia Svendsen, and the Children, Youth, and Family Staff in setting these goals. The SPT is meeting again on March 20 and hopes to have these initiatives finalized to present to the Ministry Teams on April 3.

7. Along with the other pastors, I am leading the **Bible study** on the book of Numbers during the 9:45AM hour on Sunday mornings. It's been a great way to dive deeper into our wilderness theme for Lent, as we have been studying the wilderness journey of the Israelites.

8. I am beginning to work with Linda Thomas, Kari Osmek, and Julie Piccanatto on forming an **Emergency Response Procedure** and an Emergency Response Team. Our current procedure needs to be updated and there are good resources from other churches in our area that we can utilize.

9. Along with Pastor Tyler, Lydia Svendsen, and the Care Ministry Team, I led the **New Member Orientation** on March 3. We had another great group of new members that asked great questions about our church and are excited to join.

10. And along with the Children, Youth, and Family staff, I led the **Celebrate Communion Class** on March 4. The class has been revamped to include a lot of movement and interactive learning.

11. I was on **vacation** Feb. 22-24 to ski the Kortelopet in Hayward, WI and March 5-10 to enjoy some rest and recreation with my family.

12. Pastor Kristin, Pastor Tyler, and I have been busy preparing for **Holy Week services**. This includes recruiting church members to share their reflections on the seven last words of Jesus for our Good Friday worship service. Also, Pastor Kristin has written a new "Seder/Agape Meal" worship service for Maundy Thursday.

13. The staff is beginning the process of contacting **inactive members** regarding their membership at Word of Peace. This process involves determining who it is that is inactive and contacting them to see if they wish to remain a part of the congregation.

Executive Team Monthly Report

Pastor Tyler Strom, Faith in Action

Feb-Mar 2018

Global Mission

1. The mission trip to Jamaica was another huge success this year due to the tremendous support of the congregation. Many stepped forward with donations, words of encouragement, and prayers that empowered our missionaries to do Christ's work in Jamaica. The ten-member team from Word of Peace joined forces with twenty others from Zion Lutheran Church in Buffalo, and we were amazed by the important ministry that happens in one week.
 - The mobile medical clinic visited three locations and brought medical treatment to those who would otherwise be unable to afford this life-giving care.
 - In three short days, a construction team built a home for an incredible woman who would otherwise have been homeless.
 - Much needed affection and love was shared with disabled children at a rural orphanage as missionaries helped with feeding meals, playing, and building painting projects.
2. The encourage the ongoing support of our global missionaries service on short-term trip, three baskets from Jamaica are being raffled. The winners will be drawn on April 8 when the Mission Jamaica team will be sharing more of their experiences in worship.

Local Mission

3. March is Minnesota Food Share month. Word of Peace has consistently ranked among the top gives for this food drive, and we hope to do so again this year. Shopping lists and paper bags were distributed after worship on March 3 and collection goes through the end of the month.

Communications

4. In an effort to heighten communication with the congregation, the April newsletter will be mailed to all members. In addition to news and events happening in the following month, this newsletter will also include important information about Holy Week and Easter, continued giving over the summer months, and provides a preview of new programming coming this fall. Thanks to Jennie Priebe for tackling this project.

Congregational Life

5. Preparations are underway for April's Peace Market. Our new Event Coordinator, Jill Smith, has taken initiative in recruiting volunteers, preparing signup materials and marketing, and brining new ideas to streamline this congregational fundraiser.

Adult Education

6. I have been leading a Lenten class, A Renewed Spirit, on Sunday evenings that experiments with different ways for people to enter into prayer an meditation. Methods have included *lectio divina*, prayer labyrinths, embodied prayer, music and song, and contemplative prayer. It has been a great way for people to center themselves before beginning a new week and finding some intimate connections with God.

7. The Sunday morning adult education class on the Book of Numbers has been well received. The class room is filled each week with people excited to dive deep into God's word.

This study is connected to the Wilderness theme also being explored in worship each week. The class is being taught by the pastors on a rotational basis.

8. The Mental Health Task Force is finalizing plans for their three-week series of Mental Health Forums.

Small Groups

9. This fall we will begin offering a new way for adults at Word of Peace to connect with one another. These small groups called Life Groups will be rooted in fellowship, discipleship, and service. People connect through authentic relationships, navigating together the different paths and points we are at in our faith, and in the discovery of our spiritual gifts which empower us to serve our neighbors near and far. Lydia Svendsen is spearheading this project. Our hope is to engage members in deeper ways, especially those members who are not connected in other ways.

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:

10. Leading worship at Wellsted and Diamond Crest, preschool chapel, and Holden Evening Prayer services on Wednesdays.

11. Marriage preparation and baptism classes.

12. New member class on March 2 in which we welcomed a dozen new members into the life of the congregation.

In Christ,

Pastor Tyler Strom

Sabbatical Plans – Dain Swanson 2018

Dates:

First Section: Sunday May 13 – June 11

Return for VBS: June 11 – 22

Second Section: June 24 – August 20

Ideas for rest and rejuvenation: Family vacations to Disney (May), Extended stay in Two Harbors with hiking on Superior Hiking Trail and BWCA, and road trip out west to Montana.

I have also been invited to the **Inspiration Conference** in Grand Rapids Michigan. Ken Medema provides this as a place for rest, inspiration and support for church musicians. August 6-9

ELCA National Youth Gathering

While on sabbatical, I will be completing my time on the Mass Gathering Planning Team. My role for the Gathering is directly related to my position at Word of Peace. I am the liaison to the house band. I will be coordinating rehearsals and managing the band logistics. The first part will be from May 29 – June 2 in Waukesha, WI for the planning team logistics, speaker and band rehearsal. The next and final phase of the Gathering will be implementing a weeklong conference for 30,000+ high school youth and adult participants in Houston, TX. I will be in Houston from June 23 to July 1.

Continuing education:

The number of conferences and workshops that are offered are many, however the vast majority of them take place in the winter, spring and fall. Summer is not a normal time for worship conferences that would interest me. However, there are a number of conferences that took place last year where you can purchase “on-demand” access and watch every session from the comfort of your own computer.

Here are a few that I am looking into:

Sing! 2017 Getty Music Conference:

Over 4,000 pastors, musicians and church leaders attended Sing 2017 in Nashville. Now YOU can have access to HD quality video of all 60 breakouts, 7 plenary sessions and exclusive interviews and content only available on the digital pass platform. Hear from many top Christian thinkers and artists such as David Platt, Alistair Begg, Joni Eareckson Tada, D.A. Carson, Paul Tripp, and 40 others as they discuss how worship transforms individuals, families and churches.

Hillsong Worship and Creative Conference 2017:

For all disciplines of creativity, from Production to Stage Design, artists and dancers, actors, filmmakers, storytellers, songwriters, worship leaders, vocalists, camera operators, sound engineers, communications and marketing teams, music managers and all dreamers and doers.

Linger Conference 2018:

A two-day conference for worship leaders and pastors set apart from the weekly grind of planning worship and leading music. It is a worship conference where speakers and musician pour into the staff of churches so that they may return home refreshed and ready for the next year.

Worship Together Conference:

It is an assembly of worship leaders, pastors, musicians, creatives, and worshippers gathered together in one space for the common purpose of lifting high the name of Jesus and growing in the way we lead his church

Information Gathering / Research

My other desire is to communicate with other churches and how they structure their worship and music ministry. There is a growing change in how churches are leading worship both in style and staff. Important questions will be: Who is the creative force behind the worship services? Is it only the pastor that is guiding the vision? Who else is involved? What role do the choir director / tech people play? What are the steps people take to move from vision to reality?

I also want to see how other contemporary music groups are structured in larger churches. How do people become a part of the group? What are the qualifications? But more importantly, how do you develop people from within your own congregation to lead worship?

I am also thinking about harnessing the power of social media and throwing out some discussion questions on a few Facebook groups like the ELCA Postmodern/Contemporary Worship group.

Potential topics / Questions:

- How do you choose songs for your congregation? What criteria do you use?
- Does your congregation lean more toward 'head' or 'heart' songs? Explain
- What is the desired spiritual outcome for worship in your context? Do you generalize for all of worship or do you look at each service week by week to make that decision?

The end goal for my sabbatical is to come back refreshed and renewed for the next season of worship at Word of Peace. I believe we are moving into a very exciting time that will be new and exhilarating. I want to be able to build on the traditions and groups present now, but also look to the future and imagine what will be possible.

Coverage while Gone

A number of staff will be helping cover my weekly duties while I am gone.

- Lydia will be helping communicate and oversee the sound and media volunteers.
- Michael and Dawn will work together to make sure worship elements in the sanctuary are prepared and ready for Sunday and Monday. They will also format and check the media screens each week.
- Dawn and Jennie will help with media content for sermons
- Jennie will post weekly sermon recordings online
- Michael will be covering the worship services normally led by Sol(e)d Out.
- Sound volunteers will be responsible for maintaining, setting up and taking down the sound equipment for worship.
- Susen will coordinate with baptism families for pictures.
- Sacristans and Lydia will be responsible for Monday night setup and takedown.

Pastor Kristin Skare

Pastor Report February 14 – March 12, 2018

Visits/Conversations

- I made 25 visits/conversations since February 13

Worship –

- Wrote the Agape Meal Worship service, a new Worship Service for Maundy Thursday. This will be a cross generation experiential worship service where participants will learn about Jesus' last Passover meal with his disciples. This service will also Celebrate Communion with Celebrate Communion students and their families as well as at time to strip the altar as we worship during Holy Week. I am working with staff, volunteers, and Holy Week Walk participants for this event.
- Recruited Rachel Kurtz to have a conversation about leading Monday night worship services at Word of Peace
- Preached February 25/26
- Led Lent Worship February 28 – I worked with Mike and Karee Van De Riet to help lead this service.
- Preached March 11/12
- Will Lead Lent Worship March 14 – I am working with Mario Olson and Jennifer Herron of Divorce Care to help lead this service.

Teaching

- Thursday Morning Bible Study – Led weekly
- Sunday Adult Education – Led Deuteronomy study on March 3

Retreat

- Led the 2018 Listening Retreat on March 2 and 3. I hosted 10 women in my home and Jean Bumgardner trained these women in the art of BeFriender listening using the BeFriender curriculum. This was a meaningful weekend and it was well received.

CARE Team

- Administered Stamp Drive to provide supplemental income for our card ministry.
- Planning New Member reunion gather April 15.

CYF Team

- **Meet with Kari** – Kari and I will be meeting when she returns from her vacation to do some vision and mission work regarding the CYF ministry.
- **New Staff** – We are so excited for Christina to begin on March 18! She has 10 years of experience. Kari's report will fill you in on these details.
- Coordinating with staff regarding confirmation, ELCA Gathering, the Easter Egg Hunt, and Celebrate Communion.
- I had the privilege of being involved in Church School's Prayer Day. I was placed in the prayer chapel to talk with kids about prayer and to pray with them—what a privilege!

Community

- Attended the ROADS Scholarship Gala that funds scholarships for high school students for the Elk River School District

Synod Work

- Attended the Spring Minneapolis Conference Assembly at Westwood Lutheran Church
- Attended the Western Waters Conference meeting
- Attended my monthly First Call Pastor Peer Group meeting
- In conversation with my second Synod Peer Group regarding the death of the beloved CYF Administrator at Lord of Life Lutheran Church in Maple Grove.

National Church

- Serving as a liaison to churches in Arizona, Wisconsin, and Illinois as they prepare for the ELCA Gathering

Fun Stuff

- Participated in Pastor Tyler Rest and Renewal prayer class. It's wonderful!

Consistent Weekly/Monthly Ministry

- BeFrienders - we complete our book study in the Month of March
- CARE Team
- Staff and Pastor Planning Meetings and other administrative duties as assigned.