

**Sherwood Park Lutheran Church**  
**Council Meeting**

**Saturday, October 1<sup>st</sup>, 2016**

**In Attendance:** Pastor Jason Zinko, Dallas Kostna, Kim Way,  
Maure Lackman, Tim Friesen, Duane Bradley, Marty Thenhaus,  
Caroline Elder, Andrea Grozli

1. Welcome and call to order: Dallas Kostna – 10:15 am
2. Opening Prayer: Pastor Jason – Reading with discussion questions. Opened with prayer.
3. Adoption of Agenda. MSC
4. Treasurer's Report: Caroline Elder – discussed current financial information. Caroline has reconciled financial books, up to end of August.
5. Consent Agenda
  - a. Adoption of Minutes from June 2016 meeting.
  - b. Leadership Team Chair Report: Dallas Kostna – see report.

**Motion to adopt the June council minutes and all items as listed under the consent agenda. MSC.**

6. Review strategy:
  - a. Continue to encourage shared leadership for activities throughout the church. Suggestion to create a time and talents survey for congregation.
  - b. Continue to intentionally use the words "you are invited". Discussion around the shift in the congregation around using these words, as more members are getting involved in various activities.

- c. Stewardship strategy has been established. Plans to put it forth in October.
- d. Plans for a Family Vacation Bible School is ongoing. Candace attended vacation bible school at Messiah Lutheran Church to observe and gather information on their program. Candace will look into the feasibility of having a Vacation Bible School in the new year.
- e. Multi-church activities are ongoing. More opportunities for these activities are still to come.
- f. Block Party has been cancelled for this year. Will look into this holding this activity next year.
- g. Curriculum for small groups has been created. Will put in place shortly, and begin our small group training.
- h. Senior confirmation retreat for new member information is ongoing.
- i. Establishing ad hoc small group activities is ongoing.
- j. Inviting people directly to participate in various activities is ongoing.
- k. Will start focusing on advertising plan and budget for 2017 shortly.

7. New Business:

- a. Access to financial data: Dallas – Discussed concerns regarding previous motion to allow administrative assistant access to financial data online.

**“Motion to rescind the previous motion to allow the Administrative Assistant access to online banking information.” MSC.**

- b. Debriefing on the Block Party Cancellation: Marty – Debriefed the block party cancellation. Discussed reasons why it was cancelled; would not meet our goals for the activity if cut items due to cost factor. Hope to host a block party next year, and have asked the Synod if we can carry our grant to next year for this activity.

- c. Rental Policies: Marty – Update given on policies for renting space at SPLC. Will send out policy to Leadership Team to review. Question if the policy and fee schedule is advertised anywhere, as a way to encourage groups and individuals to rent our space. Suggestion to reach out to community for programs such as Scouts to use our space.
- d. Event planning for Reformation anniversary next year: Marty – Discussion regarding what SPLC could do to celebrate the 500<sup>th</sup> Reformation anniversary. Suggestion to assist with one of the goals from the Synod in the Reformation Challenge. Suggestion to host specific events at the church. Decision to create a planning committee from congregation to determine and plan various activities for SPLC to participate in for the Reformation anniversary next year. Jason will create guidelines for the Reformation group (what goals we want to meet, guiding principles, etc.) and will forward them to Leadership Team to discuss and approve before approaching congregation to create a committee.
- e. Carpet Condition in Narthex: Marty – The Pokrants volunteered their time and used their steam cleaner to clean the carpets in the Narthex. Thank you!
- f. Update on new hire to replace Theresa: Marty – New organist has been hired.
- g. Update on youth program: Marty – Youth will be sharing their experiences from CLAY during the service on October 23d. There is a large group of youth attending the Thanksgiving retreat. Lisa continues to share her time working at all three congregations, and all three youth groups continue to volunteer their time and enjoy activities together.
- h. Update on family ministry: Marty – Pastor Jason just sent a report to Larry regarding the family ministry position (as per the grant). Jason will forward it to the Leadership Team. Starting to see the results of the position, as Candace continues to work on curriculum and other family ministry items.
- i. Schedule a town hall meeting: Dallas – Discussion on whether we should schedule another town hall meeting for the congregation. Decision to hold a meeting after service on October 30<sup>th</sup>; will provide a small meal with meeting. Will discuss two topics: 1) update on Leadership Team and opportunity for feedback from the congregation, 2) share what family ministry means and ask for ideas/feedback
- j. Benevolence policy and a pending donation: Dallas – Will work on creating a benevolence policy, which will let donations be used towards a general direction/goal for church and not a specific situation. Discussed situations where churches were unable to use money from donations due to a very

specific request. Suggestion to educate congregation on how to donate their money to the church to prevent these situations. Jason and Dallas will continue to work on this policy, and then share with Leadership Team to read and give feedback.

- k. Tabernacle congregation: Dallas – Discussed various concerns. Dallas and Pastor Jason met with Pastor Catherine this summer to discuss issues regarding the Family Space area. Will continue to work with Tabernacle on their payments, and keep communication open regarding concerns. Tabernacle has also asked if they can use the basement on Wednesday evenings for their prayers; will speak with Catherine about use of the building during this time, as long as nothing comes up with other renters or activities.
- l. Photo directory: Dallas – The photo directory will be taking place, but will need volunteers to organize it. Possible volunteers were shared, and Jason will speak with these individuals.
- m. Proposed kitchen upgrade: Dallas – Discussion on whether we should look into possible upgrades to kitchen at this time. Decision to wait on any upgrades, and will discuss at a later date.
- n. Basement floors: Dallas – Basement floors need to be cleaned (stripped, waxed, sealed).  
  
**“Motion to hire our janitorial company, Polar Building Cleaning Ltd, to clean our basement floors.” MSC.**
- o. Election: Dallas – Will need three people to fill spots on Leadership Team next year. Dallas has approached a few people about serving on the Leadership Team; one individual has agreed to join, one has declined and another is currently thinking about it. Need to come up with a few more names of volunteers, and ensure that we have good representation of entire congregation on the Leadership Team.
- p. Evaluation of new Leadership Team structure: Dallas – Discussion regarding the Leadership Team structure. Positive feedback regarding shift from focusing on only day to day management of church, to working on the vision and goals for the church and time to provide opportunities to meet these goals. Some concerns about communication between staff and Leadership Team, both sharing goals and getting answers within a given time constraint. Will continue to evaluate new structure and brainstorm ways to make it better.

- q. Update to congregation: Dallas – Dallas will update congregation on Thanksgiving weekend.
- r. Small group ministry plan: Pastor Jason – Discussion on what small groups are and why they are beneficial; help faith formation and build community. Went over the three types of small groups, and how they are created. Plan to start small groups in the new year, starting with training leaders for the small groups. Participated in activity, and generated list of possible leaders for small groups. Discussed plans moving forward and goals for small group ministry at SPLC.
8. Round Table: No concerns at this time.
9. Adjournment and Prayer: 3:25 pm

**Next Meeting: TBD**

### **Items/Tasks to be Completed**

- Dallas to send out policy regarding rental to Leadership Team for review
- Create a Benevolence Policy for the church
- Jason will create a set of guidelines for the Reformation planning group, and forward them to Leadership Team to discuss and approve
- Jason will forward the family ministry report to the Leadership Team
- Jason will speak with Pastor Catherine about use of space on Wednesday evenings for Tabernacle
- Jason will speak with possible volunteers for organizing photo directory
- Kim and Maure will brainstorm names of possible female members to serve on the Leadership Team
- Dallas to update congregation on Leadership team (thanksgiving)