



**Christ Our Shepherd Lutheran Church Council  
Meeting of November 26, 2018**

Devotion by Kevin Hawkins – Kevin read President Abraham Lincoln’s Initial Proclamation of Thanksgiving and discussed how we are extraordinarily fortunate.

Attendees: Pastor Fritz, Pastor Miriam, Kenny Bartlett, Don Livingston, Marty Hagberg, Tracee Daniel, Holly Monahan, Andrea Williams, Martha Kahley, Betty Schmidt, Kevin Hawkins, and Dewey Patrick.

October Minutes were circulated via email on November 1st, 2018. The approval quorum was met on November 2<sup>nd</sup>, 2018.

Finance Report by Kevin Hawkins – See Attachment A for the full report. In summary, our income had a rebound in October which did not quite make up for the income shortfall of previous months. Expenses were slightly less than budgeted in November. Having higher expenses than income in the first four months of the fiscal year is consistent with the budget and our expectations. More income is expected in November and December.

Pastor Fritz Update: See Attachment B for the full report.

**Vision 2020 Updates:**

Website Design / Communication Platform Team Update by Marty Hagberg. See the full update in Attachment C. This effort is tied to our Vision 2020 priorities. A committee led by Juliette Cutter formed to discuss and detail requirements. Marty Hagberg’s motion below was discussed with the following questions:

- Will the site be able to be seen on a phone? Marty replied Yes.
- Is there a limit on the number of people that can be trained on updating the web site? The company doesn’t limit the amount of people who can be trained but the company does recommend that by reducing the number of people trained, there is more consistency in the web site design/look. The Council agreed with the Finance Committee discussion regarding using Evangelism reserve funds of \$3,945.85 and additional Vision/Mission funds to meet the \$6,200 requirement. Kenny Bartlett asked that the Finance Committee respond to Marty that they agreed with these funds use.
- Dewey Patrick asked if the staff agreed to update the web page. Pastor Fritz said that Shelley agreed to update the web page and that the staff considers being able to do internal updates as important.

Motion by Marty Hagberg. Seconded by Betty Schmidt.

**MOTION:** Due to Vision 2020, congregational comments, and member survey results regarding a need for better evangelism and outreach to our community via an improved web page, a team formed to review other church web sites and prepare a web site requirements document. After soliciting 6 vendors, the team interviewed two companies and recommends “Reach Right” be selected. The Finance Committee discussed appropriate available funds, the Council approves funding (subject to Finance Committee approval) for up to \$6,200 for Reach Right web site setup and training from the Evangelism Reserve and Vision/Mission funds reserve. Maintenance costs during the remaining fiscal year will be covered by the Evangelism budget.

**MOTION APPROVED:** Unanimously by Council.

Structure and Empower Church Leadership - paid and paid, to maximize effectiveness status provided by Don Livingston.

- Performance Reviews - completed
- 360 feedback - completed
- Staff Turnover – dig in on drivers and actions, work with Pastor Fritz and Personnel committee.

Contemporary Worship Update by Tracee Daniel – Tracee relayed some ideas brought to her of how best to reach out to people about COSL and our contemporary worship services. Council members looked at a YouTube video that Matt Preble shared with Sandra and Tracee as an example of conveying evangelism. Tracee discussed the feedback of friends who had attended COS in the past year. They told her that they did not understand what defined COSL and that they did not find the church to be friendly. Pastor Fritz described how important it is to reach out to our visitors first and to perhaps postpone catching up with each and give our attention to our guests and hopefully new friends. It is The Reformers' (the new name of our contemporary worship band) goal to greet and thank each week not only our visitors but all who attend our service.

Over 55+ Ministry Objective Update by Tracee Daniel. We are exploring ideas that will draw fellowship with our 55+ members. The hope is that through artistic outlets, such as painting, writing poetry, drawing, jewelry design (to name a few) the creative spirits will gather! Tina Patrick agreed to be a part of this ministry and recommended the name (CANVAS) – Calling All New Voices with Artistic Spirits. Tracee found quotes that match this ministry. One of these is "God is the poet and each of us is a sonnet created by Jesus Christ to do great things." Tracee anticipates this ministry start in February.

Worship: Worship Effectiveness Survey: Kenny provided bar charts and tables of survey results. Kenny and Don reviewed the many positive results for both the traditional and contemporary services.

Next Steps:

- Don to review results with David and Sandra.
- David and Sandra will pull together a group of folks (in January) on their worship & music committees to share results and develop recommendations
- They will bring back recommendations to Council if they need money or represent changes
- Kenny and Don to send out a communication to the congregation thanking them, sharing highlights, and sharing next steps.

**Ongoing Topics:**

Stewardship Update provided by Dewey Patrick. The stewardship results summarize information as of November 26<sup>th</sup>. Of the 385 active giving units in our church, we reached 195 giving units via ministry groups or by handing out at church services. The additional 190 response packets were mailed early in November. Currently, 95 giving units returned Faith Estimates or approximately 25% of active giving units have returned giving estimates. Faith Estimates continue to be returned so the council and pastors' consensus was to review the status after December 2<sup>nd</sup> to consider if additional actions should be considered. The Stewardship Committee meets in early December to review Time and Talents sheets in order to provide this information to ministry leaders. The Council expressed thanks to the Forwards, Bachs, Buddy Troy, and Dewey for their joyous time and talents given to our Stewardship campaign.

Palmetto Road Security Update by Holly Monahan. Council members had many positive comments regarding Kevin Hawkin's draft letter to our Palmetto Road neighbors regarding Palmetto road security. No Trespassing signs are being placed out. Council consideration of any other security measures will be tabled to January to include Gary Thompson and Facilities/Property Team input.

Security System Update by Holly Monahan. Holly discussed Sue Kunig's and Holly responses to the church staff questions. Holly explained that our old key system did not provide 24/7 access to everyone and the new system will be consistent with previous practices but provide better security to prevent unauthorized access. Whereas, lost keys or copied keys hurt our security; the new system provides an easy and less costly means to ensure security by changing codes or key cards without hiring a locksmith.

- Member and staff access: The church staff response was positive considering use of a generic code for congregational members. Members and staff who currently have keys will be issued access cards. If a person needs an access card they can contact Sue Kunig. Members will have a generic members key code (9 AM to 9 PM 7 days a week). Codes will be changed monthly.
- Non-members who currently have keys will receive separate key cards. Other non-member groups who use the facility will receive an access code or physical key (reduces access to the whole building). Sue Kunig will maintain accountability of codes and keys. Codes will be changed monthly. A visitor sign in roster is under consideration.
- A Knox box installed in 2014 will continue to include keys/cards for emergency responder access.

The church staff requested security implementation to be not earlier than January. There were church member concerns about the status of doors for church services and Wednesday. Holly responded that on Wednesday all doors will be open, Saturday for church service times all doors opened, Sunday for services for church services all doors opened. Concerning a communication plan and input from the congregation: Holly said there will be congregation information meetings and information disseminated via Constant Contact prior to implementation. Development of procedures is ongoing. Email any questions to Sue and Holly.

### **New Business:**

2019 Council Candidates & Synod Assembly Candidates Status provided by Don Livingston: The Nominating committee met. The committee provided recommendations for the 5 council members to fill and the Council Synod Assembly. No candidates agreed to be Council VP in year 1 and President in Year 2. Three candidates said "yes" to serving on church council. We have 2 more Council positions to fill. One candidate said "yes" to serving on Synod assembling. We are continuing to contact the nominees.

January Meetings and Council Retreat by Kenny Bartlett. The Congregational meeting will be January 20th. The Council retreat will be the following Saturday January 26th. The January Council meeting is Monday January 28<sup>th</sup>.

Christmas Offering Update - Volunteers for collecting offering at Christmas Services are:

Dec 24 – 4:30 PM – Betty Schmidt  
Dec 24 – 6:30 PM – Don Livingston  
Dec 24 – 8:30 PM – Martha Kahley  
Dec 24 – 10:30 PM – Martha Kahley  
Dec 25 – 10:00 AM – Tracee Daniel  
Dec 26 – Christmas Count - TBA

Atlanta Bar Church Request for COSL to be their Fiscal Agent. Pastor Fritz informed the council that the Atlanta Bar Church is not an official congregation and must have a partnership with a congregation. Their partnership had been with Redeemer Church. Pastor Fritz asked a Council member and someone from the financial team to reach out to determine what are the requirements for a Fiscal Agent. A Council member asked if there is a timeframe for our answer? Pastor Fritz is not aware of a timeframe. Tracee will address the questions first to the Pastor of the bar church. Pastor Fritz and Don will provide Tracee some questions regarding financial aspects. Pastor Fritz said that Pastor Jill Henning is a good point of contact for providing information about fiscal agent requirements.

Leaking Roof Troubles - Pastor Miriam discussed the leak in the narthex from the area of the columbarium. The fix to the columbarium roof leak appears to have moved the water to the narthex. Don Livingston requested that we receive roof fix options and cost. The Council asks that Sue Kunig bring this issue to the Facilities and Property committee for their expertise. Council discussion was that we have fixed the roof a couple of times and the church is still having roof leaks. It was unclear how many times the roof has been repaired around the columbarium. Additional information is requested regarding the leaks and if a different roofer is needed. A Council member asked if this repair is covered by insurance. Another Council member asked if remediation of water is needed. Don requested that the church receive two types of quotes: 1. A fix that has limited cost immediately and 2. A comprehensive fix of the roof area to include a reconfiguration (if needed).

Adjourn – The Lord’s Prayer (**Next Committee Meeting – December 17, 2018**)

**Offering Count Schedule**

DATE	COUNT SUPERVISOR	DATE	COUNT SUPERVISOR
December 2	Don Livingston	December 16	Holly Monahan
December 8	Love Feast (TBD)	December 23	Betty Schmidt
December 9	Love Feast (TBD)	December 24	Christmas Eve

**Devotion**

DATE	Council Member	DATE	Council Member
November	Kevin Hawkins		
December	Dewey Patrick		