

IN ATTENDANCE:

*Pastor Paul Bulgerin	*Darlyne Holle	*Aimee Lempke
*Pastor Heidi Borkenhagen	*Trudi Biefeld	John Walch
*Ruth Schmidt	Lisa Bernd	*Peg Lade
*Jim Mulholland	Sarah Ganaway	*Katie Eippert
*Kerry Feutz	*Alissa Burgos	*Laurie Gosselin

The meeting began at 7:20p.m. with President Darlyne Holle presiding.

Devotion: Jim Mulholland

✓ Approval of the March 2016 minutes

PASTOR PAUL'S REPORT:

Synod Stewardship Pilot Program – After checking into this program where five congregations in our synod will work with professional fund raising consultants for their 2016 and 2017 stewardship programs I recommend that Grace participate in it.

*For more information see the “Old Business” section of the minutes.

Fall Confirmation – I have sent out a letter to the families of our seventh and eighth grade students this fall letting them know that I will be teaching both grades at Wednesday evening confirmation.

Sky Ranch Mission Trip – We currently have twenty-two people signed up for the trip. The dates are July 8-16. We had one of our adult leaders who had to cancel going, so I am working to find one more adult leader so we have enough drivers for the trip to Colorado.

Evangelism Series – We are finishing up the four weeks where we have talked about why and how Christians are to share their faith with others. This final session is this weekend when the theme is about making sure Grace is a welcoming place to others. My thanks to the Praise Team and handbell choirs for allowing us to use the worship center on Sunday mornings. We will continue to hold this important theme up before the congregation in the future.

Metal Detecting Outing – I’m looking forward to taking a group of Grace kids metal detecting at the Blue Heron Nature Preserve on Saturday afternoon, May 21.

PASTOR HEIDI'S REPORT:

Worship: I’m looking forward to preaching on Graduate Sunday and celebrating some wonderful young men and women of Grace!

I’m doing a “Wheeled Things Blessing” on June 5 after the service. People are invited to bring bikes, skates, rollerblades, wheelchairs, scooter, etc. to be blessed. It should be a fun time!

Women’s Retreat: We had a lovely retreat on April 16, with 16 women attending. I will definitely plan to do this again in the future.

Publicity/Grace Community Crew: We had our first meeting and it was wonderful. Lots of great ideas were shared and some people are working on a variety of tasks. I have minutes from the meeting if you’d like to see them. I posted a copy on the bulletin board also. We meet again in early May.

I’m working with a small group lead by Steve Korinek on creating a logo/branding for Grace.

We are planning to have an open house on Sunday, June 26 after the outdoor worship. We should discuss plans for this at council.

*For more information see the “New Business” section of the minutes.

Synod Assembly: I look forward to attending the assembly this year and to electing a new bishop! There are 8 people whose names have been submitted early and who have been doing forums throughout the synod, though at the assembly more names can be added in the first vote (any rostered pastor in the ELCA is eligible). I attended a forum with Jeff Witt at Christ the King in Port Washington. There are many good candidates. Please pray for our synod.

High School Youth Group: Thanks to Pat and Chantal Murack for doing an awesome job leading the youth group this year. The kids are really excited about the new youth room. We've gotten offers for donations of a ping-pong table and a foosball table.

Lydia Circle Retreat: There are 10 women going on the retreat up to Pine Lake this weekend, April 30-May 1. I'm looking forward to a rejuvenating and faith-enriching time together.

AIM RITH'S REPORT:

Confirmation and Sunday School: both are moving along well and extremely swiftly. Hard to take in.

Women's Bible Spa Day: I attended the spa day led by Heidi. Heidi did a great job leading this spiritually renewing day.

Special Events: attended special forum to hear candidates for Synod Bishop. Found it very informative. Attended Cluster gathering to worship and hear up-dates from other congregations and news from the synod.

Women's Brunch Bible Study: last discussion group at my house tomorrow.

We'll have a brunch outing in May and then I'll have a hard time ending my time with them. Some of the women have been meeting with me since they were part of the first Mom's Group at Grace, about 25 years ago. What a joy for me.

Special Invitation: I've been asked by Cross of Life in Brookfield to be a presenter and discussion leader at their women's retreat at Lutherdale on May 13th and 14th. I will be talking about my faith story. Sounds like a great opportunity. How could I say no after listening to the recent sermons.

Retirement: I am so grateful for leadership people who took time to be involved in my synod led exit interview. I thought it was a good experience in sharing closing thoughts. I'm beginning to work with the pastors on plans for my retirement service. Our whole family is so excited.

Treats: I was treated to a lovely dinner and evening with the Christian Ed. Committee at Katie's house. I also enjoyed a wonderful lunch out with President Darlyne. Am very much looking forward to our time together tomorrow night. I am truly blessed.

DIRECTOR OF INVOLVEMENT:

Construction: Oh My Goodness – the building is beautiful. Each day so many things are changing. I am very blessed to be a part of the transformation of Grace. I continue to go to our biweekly meeting on Tuesday mornings. Our next step is cleaning, moving out of the trailer & moving out of our storage unit. I cannot thank Matt Lempke enough for all of his help to make this project go so smoothly. Also, thank you to Kerry Feutz & Mike McGraw who have been a wonderful help & support on this project.

During the day I do answer questions in the building, help the workers, plus much more. It is quite exciting but takes up time during my day.

Grace Community Crew: Pastor Heidi & I had our first GCC meeting. It was a great group with a lot of great ideas. I am looking forward to all of the possibilities & ideas this group will bring.

Women's Book Study: May is our last book study for Bad Girls of the Bible. I have really enjoyed this group & book very much. I will be doing a summer study. We will be reading The Red Tent. We will meet in June, July & August.

New Logo: I contacted Steve Korinek a few weeks ago to see if he would be able to design Grace a new logo. He happily agreed. I am now part of a small group of people that are working together to make it happen.

Planning: I am planning Joyce's retirement reception. I am getting everything ordered, purchased & set for her special day. The choir will be serving the cake that day. The next event that I am working on is Graduate Sunday. Again a cake reception will be held after the 10:30 am service on May 22. I will also be sending the Grad Grams to the Grafton High School students next week. The next event I am working on is Ruth's retirement celebration scheduled for June 12. Finally the Open House on June 26. It is quite an exciting time here at Grace.

FINANCIAL REPORT:

Here are the month-end reports for March (attached) and my notes:

1. Our offerings through March are still ahead of budget (by \$2440.30, increased from \$1,571.61 at the end of February), and our total income for the year to date has outpaced our expenses (by \$14,570.29), so our total budget cash increased by \$1,740.10 in March to a total of \$16,628.78 as of month-end. This is still GREAT!
2. Building Project expenses: We paid \$3,522.35 to Groth Design Architects, \$194.00 to 5Corners Storage for storage space rental and \$6,372.00 to ComNet Inc. – an 80% progress payment on the cabling work they have been doing here to date.
3. Our MIF loan balance stands at \$1,004,877.55. I have just received the notice for the next draw from the contractors. This is actually 2 draws – the first to CatCon Supply for \$182,412.09, and the second to CatCon LLC for \$349,802.79. I will determine how much we can pay out of our cash and how much must be drawn on the loan in the next day or two. I expect most of it to be a loan draw. We continue to just pay interest on the loan until the project is complete and the final loan amount is set, however the interest amount will increase substantially this month.
4. Through additional donations in the recent months we now have \$3000.00 total available to go towards staff raises.

Vision Planning Team:

Vision Planning Team Notes 04/18/2016:

Attended: Janet, Kerri, Barb, Chris, Roger, Korey

Missing: Dick, Bob and Paula

Discussion:

- Groups Page on website should have an office contact to gather info as to what each group is doing.
- John and Ed met with technology website manager/marketing
- Suggested going away with Groups page on website
 - Also suggested doing facebook pages for groups, however, not everyone has facebook
- Website is generally visitors looking for a new church or to get involved
- Should part time staff such as music, be listed on the website with contact info? – *It was decided that yes, these people should be listed.*
- Possibly add password protected log in for members to access calendar, etc. – *It was decided that no, the calendar should not be password protected.*
- Groups page should have description of each group and who to contact about that group
- Contacts page for church council needs to be updated
- Calendar for week is updated; however, some calendars are conflicting on website.

To do next:

- Establish what each group is doing so people know what roles every group has
- Get understanding of the responsibilities of each group and committee and what they do.
 - Establish what rostered staff each committee reports to
 - Council discussed and it was decided the person each group should report to does not need to be a rostered staff member. It can be anyone assigned from Council.

- Concerned new members/visitors are not aware of all the groups available at church
 - Council discussed...Grace will be putting up group boards. Also, all new members currently get a folder outlining all the groups at Grace and how to take part in them.
- Divide into 2 categories:
 - -Social Groups
 - -committees associated with counsel
- Address time and talent sheet (encourage each member to sign up for 2 groups/committee or volunteer opportunities)
 - Council Discussed and agreed most people check two things. How can we get people more involved?

Next Meeting: Monday May 16th 7:15pm at Grace

- Work on creating list of groups and committees within the church and establishing their roles and responsibilities

CHRISTIAN CARE: No Report

CHRISTIAN EDUCATION:

High School Youth:

- 24 Hour Famine on April 30/May 1 for 4-12th graders
- May 14th helping at Family Sharing for the Post Office Food Drive
- Sent to Toby Mac concert at UWM arena with a few students—went well for those who attended
- Possibly organize an exam study night in June

Sunday school:

- Last week is May 8th
- Getting Grad Grams for graduating high school seniors
- Handing out teacher surveys to see who is returning
- 3K/4K/K singing on April 24 and 1st-6th singing on May 1

VBS:

- Theme: Surf Shack, "Catch the Wave of God's Amazing Love!"
- Runs Aug 8-12 with worship service on Aug 14
- Using a completely online registration process this year (excluding paying fees)

Confirmation:

- Service on May 15 at 10:30 service (smaller group this year, so didn't do a separate service)
- Pastor Paul will send a letter to 7th and 8th grade families to let them know about scheduling changes to program for next year (as he will be leading both groups)

FELLOWSHIP:

Met with new group this month and discussed new ideas for fellowship events. We will start planning more after the Open House event.

OUTREACH:

Baby Bottle Boomerang Campaign: We had an additional \$72.58 given to the Baby Bottle Boomerang Campaign, giving us a total of \$950.95.

One Can Plan: 5 grocery bags of groceries were taken to Family Sharing and 3 bags were taken to APC during April.

8th Grade Confirmation APC Supper: The 8th grade confirmation class did a super job with planning, preparing, and serving the meal at APC on April 23rd. Along with some of the parents, they served 104 people during the hour long supper time. In addition of the food that was donated by the families and the congregation, an additional \$50 will be given to APC.

Family Promise Update: From Mari Goecks

Our first family, mother and son, were able to move out of the program in early April. They entered FP the end of November. The son has been enrolled in a new school; Family Sharing was able to assist this family with items needed for their apartment. We wish them well.

Our second family will be out of the program on May 1st when they are able to go back into their company's housing.

There were two housing contacts last week:

1. Young woman that shares custody of a daughter. The mother is employed and has been sleeping in her car. Lately she has been couch hopping with relatives, but this is not a permanent solution. She did not follow up a second call with our case worker.
2. A 49 yr. old woman called looking for resource information only, not to enter FP. She and her husband are disabled and are losing their housing. They have a teenage daughter.

Possible Fundraising Event: Kim Beloin and I have been discussing an end of year fundraising event. We would like to ask council permission to hold a Christmas cookie sale at Grace.

- o December 3rd (for the public)
- o December 4th (before and after church services)
 - Kim thought opening it to the public would be another good opportunity for the community to check out our new church gathering/ fireplace area. This would not be throughout the church since we are hosting FP during that week. We would have FP volunteers run the sale part. It would be important to have people there to answer questions about the program. Perhaps this could be coordinated with Christmas caroling? Cookie buyers could come in make purchases, buy coffee/ hot chocolate and listen to some music?
- o Since it is near St. Nicholas day, we could include stocking stuffers...candy items.
- o We would ask the congregation and FP volunteers for cookie donations. Also, we would ask guest families to help during the week working in our new kitchen as an evening activity.
- o During the Sunday sale we will also be taking down our host week, so we will need as many "hands on deck" as possible. We have a lot of help both from Grace and Living Hope. If we get an ok on this fundraiser, could it be put on the calendar as soon as possible
 - o Council discussed this and agreed it sounded like a great idea. The exact dates and details will still be worked out and voted on at a later date. However, it was agreed the cookie event should not involve Family Promise families making the cookies or selling them.

WORSHIP:

WPT met on April 5th.

Holy Week Services: We shared feedback about the Holy Week and Easter services. For the most part all went well but we will need to work on the lighting for the Good Friday service next year. "The Power of the Cross" was very well received and the recommendation was made that we include it in more services.

Bells/Choir/Praise Team: Pastor Paul asked that the Bells and Praise Team be flexible with their before service rehearsals while the adult forum does 4 sessions on evangelism.

Anxiously awaiting the next step on the choir director position.

Deb has done some planning drawings for the relocation of the bells in the chancel. The WPT made some further suggestions and Deb will incorporate the best of those and make a final proposal ready for the council meeting on April 28th *for more information see the New Business section of the minutes. Deb also stated that Bell practice will stay on Monday night going into Fall.

Vince is planning to do a recruitment letter for the Praise Team during the summer.

Beth raised the point that on screen references to the hymnal should be checked to make sure they are correct.

Eryn raised the issue that some of the harmonies are missing in the new hymnal. She will make some copies of the favorites and bring them, or the actual old hymnals.

Ushers: Usher feedback was shared. The usher training this Spring should solve any existing questions and inconsistencies among the ushers/teams.

PROPERTY:

New Addition: As everybody can see the new addition is coming along very nicely. I think it looks awesome!

Clean-up Day: The building committee scheduled a clean-up as construction wraps up. It was held on Saturday, May 7th at 8:00 a.m.

Air Conditioners: Our two new air conditioners were installed in the court yard this past Monday.

Wood Portico: Discussed plan to improve the look of the wood.

BUSINESS OLD:

- ✓ Choir Director/Interview Team Recommendation
 - The interview team requested Grace put out an offer to Eryn Durlam to be the Choir Director. Eryn would do this job in addition to the current roles she has at Grace.
 - The council brought this to a vote and the request was approved subject to finalizing the annual salary.
 - Pastor Paul brought more information to the Grace council regarding the Synod Stewardship Pilot Program.
 - After checking into this program where five congregations in our synod will work with professional fund raising consultants for their 2016 and 2017 stewardship programs I recommend that Grace participate in it.
 - I spoke with one of the consultants and feel that we will benefit from the program. It stresses year-round giving and also emphasizes encouraging people to give for special or additional needs through the year. One of the key points the consultants stress is that people don't pledge to give all they can give during the fall stewardship program. By holding up targeted and specific ministry needs during the rest of the year people can and will give more
 - The program's creators believe that congregations participating in the program will see a 10-15% giving increase. With Grace wrapping up our "Grow In Grace" program in April 2017 we need to encourage our members to continue to give at a higher level into the future. I think this program will help us in this.
 - The program is supported by a grant from the Siebert Lutheran Foundation, but participating congregations are asked to contribute \$1,000 in 2016 and another \$1,000 in 2017. While we can add this to our 2017 budget, we will need to find the money for 2016. If that money is not available through our regular budget I think we should approach a few members to see if they would be willing to support it financially. I am personally willing to contribute toward the \$1,000 for 2016. This sounds like a good program and will certainly help me in planning for our stewardship program in the fall.
 - If approved by council I will work with the council executive committee to put together a small group to work with me in this program. The next meeting for the churches involved in this will be held the afternoon of Monday, May 16.
 - The council brought this to a vote and the request was approved.
- ✓ Building Updates
 - Various building topic were briefly discussed including moving out of the storage units and the office trailers.

BUSINESS NEW:

- ✓ IT Committee
 - Ed Borkenhagen presented the research he had performed regarding Grace's increasing IT needs. With the growth that Grace is and will be having in the future, the IT needs here at Grace have outgrown our in house capabilities. Ed has been researching different IT firms that will best fit our needs and budget.
 - Ed presented numerous IT firms and provided the pros and cons.
 - Ed outlined our computer needs including the fact that we are in need of a few new computers.
 - Ed is still in the process of determining exactly which path to take on these issues.
 - The council agreed that these are things we need to explore further. Council gave Ed the okay to continue his research and to start setting up interviews with different companies. No decisions will be made at this time. We are in information gathering mode.

- ✓ Retirement gift for Joyce
 - There was a motion to approve funds to be given towards a gift for Joyce to thank her for her time at Grace.
 - The council brought this to a vote and the request was approved.
- ✓ Pastor Paul requested Council approve the 24 hour Famine Lock-In and free will offering for ELCA World Hunger Appeal.
 - The council brought this to a vote and the request was approved.
- ✓ Council discussed a proposal for dish machine and 3 compartment sink chemicals and maintenance. Since this is an ongoing Maintenance type contract the feeling is this needs council approval. According to John Walch (not present at the meetings) this is a very good proposal and he recommends that Council accept it. Here are some FAQs
 - Why do we need this? unlike a home dishwasher we need specific chemicals for the machine and the 3 compartment sink. The 3 compartment sink has 3 compartments—one to wash, one to rinse and one to sanitize. The sanitizer needs to be at a specific parts per million for the health department. Likewise, the dishwasher chemicals need to be at a certain concentration in order to meet health codes.
 - Who are we talking to? Alliance chemicals is part of ASC1 and CRM—in my (humble) opinion the best in restaurant equipment maintenance in the state. While this agreement is for dish machine and chemicals only they are also who I would recommend for any maintenance on kitchen equipment. They can also sell us parts if needed. (they are who I used when I had restaurants)
 - What does this cover? We only pay for the chemicals (yes at more than we could buy them outright from chemical vendor) and they set up, provide dispensing equipment, quarterly maintenance and any other maintenance we only pay parts. Any issues with health department for this they deal with.
 - What do we have to do? We sign a contract that simply states if we stop buying chemicals from them they take back the dispensers they let us use—no penalties—this is very good!!!!
 - The council brought this to a vote and the request was approved.
- ✓ We are planning to have an open house on Sunday, June 26 after the outdoor worship
 - There will be food and information about Grace. Spread the word about the fun and exciting event!
- ✓ Bell Choir Space in Worship Center
 - Peg Lade presented the Bell Choirs wishes to change their current location in the back of the church.
 - There were two options presents. 1 – Relocate to the east side back row. This would involve removing some pews. 2 – Relocate to a spot in front of the choir area.
 - The council discussed these options in great detail. Council will continue to research this issue with the Bell Choir team to come up with a solution that will work for everyone and within the space constraints we have.

CLOSING PRAYER: Pastor Heidi



Alliance Dish & Chemical
6843 W. Beloit Rd
West Allis, WI 53219

April 12th, 2016

Grace Lutheran Church
715 6th Ave Grafton, WI
53014

Dear Mr. Walch:

Thank you for the opportunity to do proposal for your dish area and mop station at Grace Lutheran Church. We are excited to present you with this proposal for your kitchen cleaning, warewash and general housekeeping needs.

As part of the **Alliance Warewashing Service Program** your scheduled quarterly preventive maintenance will include a 30 point check of your dishmachine including temperatures, dosing, machine operation and product performance. You will also be provided with employee product training and procedural recommendations for optimal results.

Alliance offers free delivery of all products, free installation and use of modern dispensers for dish and companion products, and sales/installation of new dish machines.

ASC1, Inc. has been an essential resource for commercial kitchens throughout Wisconsin for over 70 years. As an ASC1 company, Alliance Dish & Chemical is committed to bringing that same level of experience and expertise to your facility's warewashing needs.

Once again thank you for this opportunity. If you have additional questions or concerns please feel free to contact us. We look forward to being your provider for kitchen cleaning and warewash solutions.

Sincerely,

Steven McAleese
Sales & Service Representative
Alliance Dish & Chemical
877-423-6224
smcaleese@alliancedish.com



April 12th, 2016

Grace Lutheran Church
715 6th Ave, Grafton, WI
53024

Dishmachines

Based on our site survey and discussions with the kitchen staff our product recommendations for your dishmachine are as follows:

PRODUCT	DESCRIPTION	PACK SIZE	PRICE
Dominator	Heavy Duty Liquid Machine Detergent	Case 4/1 Gallon Bottles	\$77.40/Case
Rinse Away	Liquid Final Rinse Additive	Case 4/1 Gallon Bottles	\$89.00/Case

Both products will be set up to be precision metered through your new Champion machine's peristaltic pumps.

3 Compartment Sink

Based on our site survey and discussions with your kitchen staff, our recommendations for your manual warewash area are as follows:

PRODUCT	DESCRIPTION	PACK SIZE	PRICE
Deluxe Pot & Pan	Heavy Duty Manual Detergent	Case 4/1 Gallon Bottles	\$58.50/Case
Steramine	Quaternary Based Sanitizer	Case 4/1 Gallon Bottles	\$61.00/Case

Both products will be set up to be precision metered through a DEMA Pro-Fill 2 dispenser.

Flatware Pre-Soak

Based on our site survey and discussions with your kitchen staff, our recommendations for your Flatware Pre-Soak area are as follows:

PRODUCT	DESCRIPTION	PACK SIZE	PRICE
Liquid Silver Dip	Liquid Flatware Presoak	Case 4/1 Gallon Bottles	\$64.00/Case

Liquid Silver Dip will be dispensed through a DEMA dispenser provided by Alliance.

Mop Stations

Based on our site survey and discussions with your kitchen staff, our recommendations for your mop station are as follows:

PRODUCT	DESCRIPTION	PACK SIZE	PRICE
KleenFlow	Enzymatic Floor Cleaner/Deodorizer	Case 4/1 Gallon Bottles	\$64.00/Case
CitraClean	Citrus Based General Purpose Degreaser	Case 4/1 Gallon Bottles	\$61.00/Case
Lime & Scale Remover	Acid Based Lime & Scale Remover	Case 4/1 Gallon Bottles	\$84.00/Case
Grid Iron	Heavy Duty RTU Grill & Oven Cleaner	Case 12/1 Quart Bottles	\$65.00/Case

Mop station products will be dispensed through a DEMA dispenser provided by Alliance.

(Pricing does not include sales tax and is subject to change due to fluctuations in cost of raw material.)