

**IN ATTENDANCE:**

*Pastor Paul Bulgerin	*Darlyne Holle	*Aimee Lempke
*Pastor Heidi Borkenhagen	*Trudi Biefeld	*John Walch
*Laurie Gosselin	*Lisa Bernd	*Peg Lade
*Jim Mulholand	*Alissa Burgos	*Pat Murack
*Kerry Feutz		

The meeting began at 7:30p.m. with President Darlyne Holle presiding.

**Devotion:** Pastor Heidi

✓ Approval of the September 2016 minutes

**PASTOR PAUL'S REPORT:**

**"Stewardship For All Seasons" (SAS) Program:** On August 29 Dick Duncombe, Darlyne Holle and I attended the SAS training session in Brookfield. Janet Sladky, Lisa Bernd and I attended the session held here at Grace on Monday, September 19.

There is a lot to share about the plans for the SAS program here at Grace.

- Because of all the work involved I have moved our stewardship Sundays from October 16 and 23 to November 6 and 13.
- The theme for this year's stewardship program is, "Forward In Grace". It focuses on taking the next steps after our "Grow In Grace" capital fund appeal to help us move forward in our ministry work.
- I have been working on all the printed materials for the program. These include a color brochure that holds up our ministry goals and needs, along with a chart showing the giving ranges for all members of Grace and what we will need to reach our giving goals.
- The program will ask members to consider a specific giving goal or range. This will be part of the letter that goes out with the brochure. This will be a personalized letter for each member.
- SAS also encourages some "challenge gifts" where a member or two offers to give additional gifts if we reach a certain number of faith commitment cards turned in. I am considering doing this and whom we might ask for these gifts
- The program calls for a quick follow-up for commitment cards that are not turned in right away. We will do this by putting together a "phone-athon" as SAS calls it. Volunteers will make a small number of calls to members to encourage them to return their commitment cards right away. *I hope that I can count on a good number of our council members to help with this part of the program.*
- We will have two temple talks leading up to our stewardship Sundays. I have a couple of members in mind for this who will share how they plan to roll a portion of their "Grow In Grace" contributions into their regular giving for 2017. *Doing this will be a big emphasis for our stewardship program.*
- We need to come up with our budgetary goals for 2017 so that these can be included in the brochure. The brochure draft needs to be completed by the end of the second week in October so it can be looked over by Pastor Mike Ward, the SAS consultant with whom we are working, and then printed.
- We have not yet paid the \$1,000 fee for participating in this program. I will contribute \$300 toward this and will talk to a few members about helping with the remainder of the amount.

**Time and Talents:** Because of the shift in the stewardship dates we are moving Time and Talents Sunday to October 23. Lisa Bernd and I are working on plans for this.

**Confirmation:** I'm spending a lot of time writing curriculum. I need to revise the lesson plans AIM Ruth used for the classes I'm teaching and the shorter class sessions (1:15 now instead of 1:30 in the past). I'm teaching both the seventh and eighth grade classes on Wednesday evenings.

The first class for the ninth graders was held on Sunday, September 18.

**Diakonia Class:** This week is the third of the five sessions of the "Introduction to the New Testament" class that I am teaching for the synod's Diakonia program. Diakonia gives interested lay members training in the Bible, church history and various areas of ministry to help them serve in their own congregations. Katie Eippert and Scott Donovan from Grace are in the New Testament class I'm teaching.

**Giving Kiosks:** I'm going to attend a workshop on Saturday, October 8 to get more information about purchasing a giving kiosk that would allow people to make credit card donations here at church. The synod has a pilot project for this. The kiosks, which are purchased by congregations, cost around \$1200. There might be subsidies available for part of this cost.

We have not committed to this program. I'm just going to check it out.

**Nominating Committee:** A letter to the members of the Nominating Committee is going out later this week. I plan to meet with the group for the first time after worship on Sunday, October 2 to begin the work of recruiting new council members for 2017.

We need to find nominees for the positions of President Elect, Christian Care, Outreach and Council Treasurer.

At the annual meeting we also need to confirm Pat Murack to fill out the Christian Education term.

### **PASTOR HEIDI'S REPORT:**

**Worship:** I'm working hard on the dedication service! I've come up with an outline and met with Vince and Eryn to discuss the service.

Lisa has invited people from Groth Architects, Catalyst Construction, Jeff Newlin (Capital Campaign Guru), Paula Kitt (Mission Investment Fund Rep- she can't make it), the Building Committee, and the Bishop (not able to make it- he is being installed the day before and it's his wife's birthday that day with lots of family in town- but Rhonda Hill from the synod staff will be here). Thanks, Lisa!

Laurie and her crew are working on the food. Trudi is handling corsages for our special guests. Pastor Paul is writing a blessing litany. If I can think of other things I need help with, I will pass it on. Thanks, all!

**Advent Devotional:** I'm working on putting together an Advent Devotional written by Grace members. I have topics for people to write a brief reflection on so they aren't on their own! I will share this with you at the meeting. Please think about if you'd be willing to participate. I think it will be really neat for people to read more about their Grace sisters and brothers in Christ's faith stories!

**Publicity/Grace Community Crew:** We met in late August and discussed some plans for the dedication celebration & press for that. The Ozaukee Press said they would print a press release, which Paul will write.

We also discussed publicity for the craft fair, and are working on getting yard signs for people to put in their yard to advertise Grace. If you have any ideas of other places or ways to advertise, please share them.

**High School Youth Group:** We had a great group at our first Sunday class! We overflowed our new couches and chairs. It was truly awesome to see the kids enjoying the space, playing games, and excited about all we can do there. Thank you so much to all who have helped that happen.

There's a game day planned for October 16- thanks for the publicity, Erica!

**Women's Book Group:** We begin next month reading "Love Warrior" by Glennon Doyle Melton. I got a chance to go hear her speak with some other Grace ladies in August.

**Lydia Circle:** We begin meeting this month. We're finishing up our book in December, and then we are going to try meeting at church in our new space beginning in January. They thought this might allow new people to come more easily, since they'll know where they're going and won't have to find a different person's home each month.

**Continuing Education:** I spent 3 days this week at the synod's Fall Theological Conference. The speaker worked with us on some of Brene Brown's research and work on shame. It was very helpful- for me personally and also in my pastoral care work. I would be happy to share more about this work at a council retreat or during the education hour, and will look for a time to do so in the coming months.

**Vacation:** I will be on vacation from Sunday, October 16- Friday, October 21.

### **DIRECTOR OF INVOLVEMENT:**

**Building:** We are continuing to work with Southport to get our cooling regulated. I have been in contact with Calvin, Jerry & the designer of the system to see if we can get this straightened out. Mike McGraw has stepped in to help me with this process.

**The bird sculpture is hung:** Dennis & Jim Scott were able to hang it for me in the conference room.

**ADA Door Information:** It was brought to Mike McGraw's attention by a member of the building committee to investigate the cost of adding this option to the doors. I did tell him that we had spoken about this topic at our last council meeting. Mike contacted Joe Smallwood & is having him send out a technician to the church to see how much it will cost to add battery operated ADA control doors to be retrofitted to our existing doors. I will pass the cost information to the council once that task has been completed.

**Time & Talents:** October 23 is Time & Talents Sunday. Attached to this email is what last years was. Please update or make changes to your portion & give me the changes by October 1.

**Trunk or Treat:** Christian Care will again be hosting Trunk or Treat on Sunday, October 30 after the 10:30 a.m. service. Korey Gierach will again be helping me organize & host this event.

**Room Signs:** I would like to have signs made for the rooms throughout the building. I would like to keep the room names as simple as possible (ie. Fellowship Hall, Sunday School Multi-Purpose Room). I will be getting a list to the member of our congregation who owns a signing company next week.

**Kitchen:** John Walch is holding a kitchen training session on Tuesday, September 27 at 10:30 am & 6:30 pm. I have put that information in Grace Notes & the insert. I also sent out an email to certain groups to be trained.

Who is going to maintain the kitchen with regard to maintenance & repair of the appliances, periodic cleanings, etc?

**Building Promotion:** Has anything been worked on for building promotion or advertising the availability to use our building?

**Sunday School & Confirmation:** I promoted all of the Sunday School students, made &/or organized all of the Sunday School students & teacher name tags & got the attendance rosters made for the start of Sunday School. I also made, printed, addressed & stamped the Sunday School reminder postcards.

I updated all of the attendance sheets with new dates, class topics & names for confirmation. I also made new sermon/worship completion forms.

**Welcome Packs:** Thank you so much to Laurie Gosselin for all of her work to assemble our welcome packets. I got all of the materials ready for her & she cut & assembled all of them & they are ready to go.

**Keys & Key Codes:** I have all of the keys made & am handing them out to those who need them. All of the keys have been organized & a key code number chart has been made. I also have a full set of master keys together so if any key needs to be made we have an actual copy.

**Stewardship Program:** I went to our new stewardship program meeting yesterday with Pastor Paul. It was a great meeting & I look forward to helping with it in any way I can.

I also shopped & set up refreshments for the group. Following the meeting I did spend some time with one church giving a tour & information about Grace.

**Handbells:** I booked handbells at Lasata Crossing for their annual Christmas program.

**Book Study:** The Red Tent book study is now done. I really enjoyed reading & discussing the book with this group of people. Our next book study starts in October.

**Regular Things:** I also continue doing the weekly inset, Grace Notes, the Good News, responsibility emails, entering contributions, e-giving & the million things that come up daily.

## **FINANCIAL REPORT:**

1. Our offerings through August are behind by \$15,834.36 (were \$8,713.09 behind at the end of June). Another slip, - hoping this will level out in September with most people back from summer activities. Our total income for the year to date has outpaced our expenses by \$17,220.71 (was by \$30,943.35 at the end of July) – which fell back significantly over July, but still OK. Our total budget cash decreased by \$13,722.64 in August to a total of \$19,279.20 as of month-end. Some reasons for a good portion of that cash decrease: \$7,121.27 more behind in offerings for the month, and \$3436.64 in 'unusual' expenses as follows: Sunday School startup time – so higher expenses there this month (\$1,150.97 total for August), Office Equipment/Maintenance unusual expenses – (\$382.98 for a chair for Erica, \$99.69 for software licenses renewal), double Gas/Electric payment this month since both July and August WeEnergies payments were deducted in August (\$1803.00 higher than usual). In addition, as we go through the year, we will start to show higher staff salary/wages than budgeted since the increases were not included in the original budget numbers, even though the additional money was donated to cover them.
2. We paid the first MIF fund mortgage payment in August of \$10,427.00.

**VPT:** No Report

**CHRISTIAN EDUCATION:** No Report

**CHRISTIAN CARE:** No Report

## **FELLOWSHIP:**

I am planning dedication day food. And fellowship WILL be planning upcoming events!

**OUTREACH:**

There was not any specific Outreach project this month due to the God's Work, Our Hands program on September 11<sup>th</sup>. There were 4 of us that went down to the APC-Havenwood Campus and worked washing kitchen cupboards out and cleaning/emptying out rooms in the basement so that they can be used by the campus. Also some plants were donated for their gardens. The leftover food from the luncheon at church was taken to them and was served during the break. It was very much appreciated.

October's project will be the collection of used plastic containers with lids for St. Ben's. Also the left over coffee mugs that were donated after the others were delivered will also be given to them.

**Family Promise:** Mari reports that as of last night, they had one guest. This guest is now employed with irregular hours, so some of the meals and activities have been cancelled. Since this is the first week they have been at Grace, there have been small issues. Overall things have been going well. They are always on standby if more guests need housing. I have asked Mari to contact Lisa to see about a pass code entry since one of the issues was the doors were locked and the next group of volunteers could not get in.

**WORSHIP:**

Our meeting was help on Sept. 6<sup>th</sup> - devotion by Peg Lade

- Pastor's planning documents for upcoming services were reviewed
- Upcoming meeting dates confirmed – 10/4, 11/1, and 12/6.
- Discussion on replacement team member for Jan Jacques. Suggested names so far are Roger Haupt and Kathy Brown. I would like to add Jane Johnson to the list. No decision was made and the options are still open. We will discuss again at our next meeting.
- Eryn, Deb and Vince were asked to submit budget requests. If any changes/additions are necessary, those requests should be submitted by the end of September.
- We discussed alternate liturgies, especially those in the "red hymnal". It was agreed that we will begin using Setting 10 (familiar hymn tunes) as the Fall schedule replaces the Summer schedule.
- Eryn is planning to go ahead with the Worship Retreat for all the musicians in the church. It will be on Friday, September 30<sup>th</sup>, from 6:00pm-8:30pm. There will be a potluck followed by a music session (still in the planning stages) and socializing.
- We will be discussing the Christmas/New Year's schedule at our next meeting on Oct. 4<sup>th</sup>.
- We discussed the possibility of hiring someone for the nursery for the "big service days". More discussion needed.
- We discussed the need for a sound person in the tech booth for services. I have added that to the Time & Talent sheet for Oct.23
- Eryn had requested that the budget for choir music be increased from \$90 to \$200. The choir now has 20 members. Each piece of music costs approx. \$2.00. With the increase she can do about 3 new pieces in the coming year. Copying music is not a good option – it is illegal for one thing and cheats the publishers and musicians out of their monies. Eryn and Zach are opposed to copying music for those reasons.

**PROPERTY:**

The two windows for worship have been ordered, I do not have an installation date from Lurie Glass as of right now.

I have noticed the remainder of the Property budget for 2016 is less than \$2000.00 as of today. I ask that all new business regarding spending money from the property budget get reviewed prior to approval.

**BUSINESS OLD:**

- ✓ Christian Care Chair Description Review – Darlyne Holle

**BUSINESS NEW:**

- ✓ IT Committee Update– Presented by John Bernd and Jeff Witt
  - John and Jeff presented a Power Point showing the plan the committee came up with to improve the churches technology.
  - Plan includes a three phase plan which would take about 6 months to complete.
    - Phase 1 – Introduce additional internet service (Time Warner Cable) and new Network/Wi-Fi equipment (includes switch, router, access points)
    - Phase 2 – Purchase new Office 365 (Office, Mail, SharePoint). This replaces the out of date current software that is not working.
    - Phase 3 – Purchase VOIP phones which will save money and improve function. Also, discontinue EarthLink service (analog phones, DSL, domain owner)
  - This updated plan will save the church approximately \$1,488 annually.
  - Motion was made to approve the Technology Committee plans to update the building technology. Motion was seconded. Motion passed with 11 approval votes.
  
- ✓ Updates from meeting with Synod (September 12th) – Darlyne Holle
  - We are behind the synod regional salaries for our rostered staff.
  - We are not paying the Social Security offset like most congregations are.
  - We will work to get our staff to acceptable levels and will share this information with the congregation.
  
- ✓ Health Benefit Plan Review – Darlyne Holle
  - Staff would like to leave the health benefit plan as is.
  - A motion was made to approve the Gold option as the health plan moving forward. Motion was seconded. Motion passed with 12 approval votes.
  
- ✓ Time & Talent Review – Lisa Bernd
  - Brief update on status.
  
- ✓ Property Insurance Plan Review – Ralph Jeletz
  - Ralph presented two insurance plans.
    - Acuity Insurance – this is the current carrier Grace has used
    - Church Mutual – This is a new option presented this year. It reflected a reduced premium and overall increased coverage's.
  - Motion was made to move our insurance to Church Mutual. Motion was seconded. Motion passed with 11 approval votes and 1 abstains.

**NEWS/NOTES/SHARING:****CLOSING PRAYER:** Pastor Paul