

Trinity Lutheran Church Council Meeting: 05/22/2019 **Approved 06/18/2019**

The following members were in attendance at the meeting:

President Micah Reitan  
Vice President Mark Schmidt  
Secretary John Boone  
Treasurer Kent Curtis  
Member at Large Liz Gimmestad  
Member at Large Karen Kirkmire-Wilson  
Member at Large Sarah Crane  
Member at Large Marilyn Hall  
Member at Large Dave Hamburg  
Pastor Hector Garfias-Toledo  
Staff Norma Aamodt-Nelson

Absent: Members at Large Dirk Howe and Deb Johnson  
Visitors: none

The meeting was called to order at 7:01 pm by President Micah Reitan after a reflection by Marilyn Hall. A quorum was present.

1. A motion was made and seconded to approve as presented the Council Meeting Minutes dated 04/23/2019. The motion carried.
2. A motion was made and seconded to approve the Council Meeting Agenda as presented with only a minor edit. The motion carried.

**Reports:**

3. **Executive Board** – Micah Reitan. See report. He expressed his appreciation to the Council and staff for all the work that has been done while he has been on Council for the past 2 years.
4. **Secretary Report** – John Boone. 04/23/2019 Council Committee Meeting Minutes were approved.
5. **Treasure's Report** – Kent Curtis. See report. For the month of May 2019 income was more than budgeted by \$3,528.00, expenses were less than budgeted by \$3,120.00, and income exceeded expenses by \$2,588.00. Year-to-Date contributions are \$400,370.00 or 106.38% of the amount budgeted, total expenses are \$31,097.00 less than budgeted, with income exceeding expenses by \$40,875.00.
6. **Pastor's Report** - Pastor Hector Garfias-Toledo. See report. The Values-Direction-Action ("VDA") process was reviewed and discussed, including the three forums with the Congregation. As the new administrator is to start June 2, planning has started for his journey with TLC. Highlights from the Synod Assembly were shared by Liz Gimmestad and Pastor Hector, including Pastor Hector's election to the NWWA Synod Council. Pastoral coverage has been arranged for Pastor Hector who will be taking some time off with his family on June 22-29, 2019.

7. **Staff Reports.** See reports from Schools (Kris Dudak only), Faith Formation (David Greenlee), and Worship, Music and the Arts (Norma Aamodt-Nelson).
8. **Personnel Committee** – Mark Schmidt. See report.

**Actions:**

9. **Council Nominations—from Summer 2019 to Winter 2020 (Micah Reitan):** A motion was made and seconded to approve a continuing resolution to address the need to equip incoming Council members with the policies, procedures, current events and history of the Council and Trinity in order to be effective in their roles at the beginning of their tenures. This begins with the 2020-2021 Council. In-coming Council members will be nominated at the winter “budget” meeting and then elected at the summer “annual” meeting. The motion carried.

10. **Pastoral Leadership Position (Micah & Mark):** A motion was made and seconded to make an offer to Pastor Jade Yi for the temporary, half-time “Pastoral Leadership” salaried position following Northwest Washington Synod 2019 Compensation Guidelines for up to one year to include 2 weeks of accrued vacation and sick leave consistent with TLC Personnel Guidelines, with a recommended start date of June 2, 2019. The motion carried

11. **Employee Compensation (Pastor Hector & Micah):** To exercise our values to continue to bless our staff that blesses us in many ways a motion was made and seconded to approve a compensation package for Kelly Apling, the Ministry Assistant, during the trial for her daughter’s death, with compensation to be paid at 100% of her salary for 4 weeks, the expected duration of the trial. The motion carried

12. **Congregational Meeting 2019 (Pastor Hector & Micah):** The Council set the agenda for the 2019 Annual Meeting.

15. The meeting was adjourned at 9:46 pm with thanks to the outgoing Council members and prayer.

16. The next regular Council meeting will be held on Tuesday, June 18, 2018, at 6:45pm.  
Secretary John Boone

# TRINITY LUTHERAN CHURCH CHURCH COUNCIL MEETING AGENDA May 2019—Table of Content

## TLC Mission for Ministry

Together in Jesus Christ, we are freed by grace, to live faithfully, love boldly, and serve joyfully.

ITEM	Page(s)	Estimated Time (in minutes)	Overall Time
<b>Council Meeting Table of Content</b>	<b>1</b>	<b>N/A</b>	<b>N/A</b>
<b>AGENDA</b>	<b>2-3</b>	<b>N/A</b>	<b>N/A</b>
<b>CALL TO ORDER ITEMS</b>			
<b>Reflection:</b>	<b>0</b>	<b>10</b>	<b>6:45-6:55</b>
<b>Approval of Council's Minutes (Secretary Comments)</b>	<b>5-6</b>	<b>5</b>	<b>6:55-7:00</b>
<b>COUNCIL REPORTS</b>			
<b>President</b>	<b>4</b>	<b>5</b>	<b>7:00-7:05</b>
<b>Secretary: Council Minutes—</b>	<b>5-6</b>	<b>N/A</b>	<b>N/A</b>
<b>Treasurer's</b>	<b>7-8</b>	<b>5</b>	<b>7:05-7:10</b>
<b>STAFF REPORTS</b>			
<b>Pastor</b>	<b>9-11</b>	<b>16</b>	<b>7:10-7:25</b>
<b>Schools</b>	<b>13</b>	<b>0</b>	<b>N/A</b>
<b>Office</b>	<b>13</b>	<b>0</b>	<b>N/A</b>
<b>Faith Formation</b>	<b>13</b>	<b>0</b>	<b>N/A</b>
<b>Worship, Music &amp; the Arts</b>	<b>14</b>	<b>3</b>	<b>7:25-7:28</b>
<b>Facilities</b>	<b>14</b>	<b>N/A</b>	<b>N/A</b>
<b>Personnel Committee</b>	<b>14</b>	<b>2</b>	<b>7:28-7:30</b>
<b>ATTACHMENTS</b>			
<b>A: Temporary Pastoral Leadership Extension</b>	<b>12</b>	<b>N/A</b>	
<b>B: Congregational Meeting Agenda (Draft)</b>	Not Available Yet	Not Available Yet	Not Available Yet
<b>ACTIONS</b>			
<b>Council Nomination – Summer to Winter</b>	<b>2</b>	<b>15</b>	<b>7:30-7:45</b>
<b>Pastoral Leadership Position</b>	<b>3</b>	<b>35</b>	<b>7:45-8:20</b>
<b>Employee Compensation</b>	<b>3</b>	<b>10</b>	<b>8:20-8:30</b>
<b>Congregational Meeting Agenda</b>	Not Available Yet	<b>10</b>	<b>8:30-8:40</b>
<b>*Added Non-Action / Report Item: Departing Council Words &amp; Reflections over their year(s) of service</b>	<b>N/A</b>	<b>15</b>	<b>8:40-9:00</b>
<p>I would like to allow the outgoing council members—Kent, Marilyn, Sarah, and Liz—the opportunity to share with the council whatever they have on their minds, and in their hearts, regarding their thoughts of TLC, the community of believers, and their time on the council.</p>			

**TRINITY LUTHERAN CHURCH**  
**Council Meeting**  
**Tuesday, April 23, 2019 – 6:45pm**  
**AGENDA**

**I. CALL TO ORDER:**

- a. Faith Sharing / Reflection – Marilyn Hall (from April)
- b. Snacks – TBD

**II. Meeting Minutes Approval**

- a. Approval of meeting minutes—March 2019
- b. Approval of this months’ agenda—April 2019

**III. REPORTS: STAFF, BOARDS, & COMMITTEES:**

- a. Executive Board
  - i. President—Micah
  - ii. Secretary—John
  - iii. Treasurer—Kent
- b. Staff:
  - i. Pastor—Hector
    - 1. Intentional Impact Group – VDA process
    - 2. Introductory Notes regarding the new Administrator
    - 3. Synod Assembly Highlights (w/ Liz G.)
    - 4. Pre-School and CDC legal update
    - 5. Reminder of Time-off (June 22-29)
  - ii. School—Kris & Nanette
  - iii. Office—Debbie, Josh, & Kelly (N/A)
  - iv. Faith Formation—David
  - v. Worship, Music, & the Arts—Norma
  - vi. Facilities-N/A
- c. Committees:
  - i. Personnel Committee—Mark
  - ii. Nomination Committee—Bill

**IV. ACTIONS:**

- a. Council Nominations—from Summer to Winter (Micah Reitan)
  - i. *OPPORTUNITY:* To create a continuing resolution to address the need to equip incoming council members with the policies, procedures, current events and history of the council and Trinity in order to be effective in their roles at the beginning of their tenures. This begins in the 2020-2021 Council.
  - ii. *ACTION:* Come ready to discuss this topic and eventually create a continuing resolution.
  - iii. *The Motion:* I move that we create a continuing resolution that addresses the need to equip incoming council members with the policies, procedures, current events and history of the council and Trinity in order to be effective in their roles at the beginning of their tenures. This begins in the 2020-2021 Council.
  - iv. *The Motion (option #1):* I move that we nominate and elect church council members at the winter budget meeting.
  - v. *The Motion (option #2):* I move that we nominate church council members at the winter budget meeting and then elect them at the summer “annual” meeting.

- b. Pastoral Leadership Position (Micah & Mark)
  - i. *OPPORTUNITY*: The Council can make the offer to Pastor Jade Yi for the temporary, part-time “Pastoral Leadership” position.
  - ii. *THE ACTION*: Discuss the initial compensation package for the temporary, part-time, pastoral leadership position that has been prepared by Micah Reitan. We can certainly accept, reject or adjust this compensation.
  - iii. *The Motion*: I move that we adopted the compensation package for the temporary, part-time, pastoral leadership position.
  
- c. Employee Compensation (Pastor Hector & Micah):
  - i. *OPPORTUNITY*: To exercise our values to continue to bless our staff that blesses us in many ways.
  - ii. *THE ACTION*: To approve a compensation package for Kelly Apling, the Ministry Assistant, during her trial of her daughter’s death. This compensation is to pay Kelly her salary for 4 weeks—the expected duration of the trial.
  - iii. *The MOTION*: I move that we compensation Kelly Apling for one-month of service which totals \$1,823.25.
  
- d. Congregational Meeting 2019 (Pastor Hector & Micah):
  - i. *OPPORTUNITY*: To set the agenda for the 2019 Annual Meeting
  - ii. *THE ACTION*: Come with ideas, comments, suggestions, for the meeting’s agenda. We will have a draft for the meeting Tuesday night. If we are able to e-mail it to you earlier, we will certainly do that.
  - iii. *The MOTION*: No Movement necessary

V. **PUBLIC COMMENTS** (*3 minutes per speaker / Total time allotted 15-minutes*):

- a. *Speaker #1*
- b. *Speaker #2*

VI. **Head’s Up: Quick Thoughts Notes from Micah—Possible Future / Up Coming Topics / Events:**

- a. Nomination Committee Nominations of 2019-2020 Church Council members
- b. LyNC meeting—conversation that included employees from VOWAA is very important
- c. LyNC update—Groundbreaking summer of 2019
- d. Annual Worship in the Park—July 27, 2019
- e. Pastoral Leadership reporting

# REPORTS—May 2019

## Executive Board—May 2019

**President**  
Micah Reitan

With what seems like a short turn around between council meetings, I do not have a lot to report.

**Secondary Pastor:**

Along with Mark Schmidt, I spent a lot of time working on the getting the Secondary Pastor position where it currently rests. I helped organize the detail, hold the first week of two congregational forums (Mark S., did the second week alone), had a few conversations (e-mail, text, and face-to-face), and put the offer into place.

**Intentional Impact Group:**

I attended the video conference with Brian of IIG. The session was e-mailed to you. I'm interested to see how this process works and then discover what it will produce.

**REFLECTION over the past two years (as I can remember it):**

<b>TLC Accomplishments during the 2018-2019 year</b>	<b>Looking forward to 2019-2020</b>
<ul style="list-style-type: none"> <li>• Call &amp; Installed the new lead Pastor</li> <li>• Hired the new Administrator</li> <li>• Hiring the handy person</li> <li>• Created (and possibly hired) the Temp, P/T, Pastoral Leader position</li> <li>• Fixed the church marquee (on 196<sup>th</sup>)</li> <li>• Finalized the separation plan of TLC and PoG</li> <li>• Helped become more transparent of the church's transactions.</li> <li>• Rearranged the function of "Executive Officer meetings"</li> <li>• Created the "Personnel Committee"</li> <li>• Were able to give staff raises for the first time in many year</li> <li>• Strengthened the relationship between staff, administration, pastor, council, and congregation</li> <li>• Committed to a "values" assessment audit: the I.I.Group</li> <li>• Balanced budget (2019)</li> <li>• Creating the "First Impressions" Committee</li> <li>• Settled the Legal issues of the PS/CDC</li> <li>• Having a Council / Staff Thanks-gratitude Meal (Nov.)</li> </ul>	<ul style="list-style-type: none"> <li>• Capturing and Moving forward with reenergized momentum that is now at TLC.</li> <li>• Overseeing the Pastoral Leader</li> <li>• Call of the 2<sup>nd</sup> Pastor</li> <li>• Fundraising Policies</li> <li>• Educating Congregation on Dedicated Funds pros/cons</li> <li>• Continuing the LyNC project—breaking ground</li> <li>• Continuing to work with the PoG within the context of MOU/Ground Lease</li> <li>• Roof &amp; Furnaces need(s)</li> <li>• The assessment work of / with the I.I.Group</li> <li>• Supporting the First Impressions group</li> <li>• Recommitting financial commitment / contributions to Synod</li> <li>• Possible Staffing needs/adjustments</li> <li>• Transitioning of nominating/electing church board members</li> <li>• Financial Sustainability</li> <li>• Membership Sustainability</li> <li>• Providing / Creating /Strengthen "Education" opportunities</li> <li>• Return of "Wednesday" Night Concept</li> </ul>
<p><b><u>TLC Accomplishments during the 2018-2019 year</u></b></p> <ul style="list-style-type: none"> <li>• Created and executed the "Sound and Spirit" Fundraising Campaign</li> <li>• Helped PoG become an independent congregation</li> <li>• Strengthened the TLC church constitution</li> <li>• Changed the term of the church council Executive Board to a staggered term</li> <li>• Creation of the Stewardship Committee</li> <li>• Return of Worship in the Park (summer)</li> <li>• Balanced Budget (2018)</li> <li>• Created/Implemented the two committees that helped us call the new Pastor</li> </ul>	

# Secretary Report

John Boone

Trinity Lutheran Church Council Meeting: 04/23/2019 **Draft for Approval**

The following members were in attendance at the meeting:

President Micah Reitan	Member at Large Karen Kirkmire-Wilson
Vice President Mark Schmidt	Member at Large Sarah Crane
Secretary John Boone	Member at Large Marilyn Hall
Treasurer Kent Curtis	Member at Large Deb Johnson
Member at Large Liz Gimmestad	Pastor Hector Garfias-Toledo

Absent: Members at Large: Dirk Howe and Dave Hamburg  
Staff: Norma Aamodt-Nelson

Visitors: Harvey Smith, Kiwanis Club

The meeting was called to order at 7:10 pm after a reflection by Pastor Hector. A quorum was present.

1. A motion was made and seconded to approve as presented with minor clerical corrections the Council Meeting Minutes dated 03/19/2019. The motion carried.
2. A motion was made and seconded to approve the Council Meeting Agenda with the additions of Action item "IV f. The Blue TLC van." The motion carried.

## Reports:

3. **Executive Board** – Micah Reitan. See report. Quite excited to see the increased participation at the Lent and Easter services. Meeting with VOA regarding the status of the LyNC project is to be rescheduled. Further discussions regarding youth fundraising, as well as fundraising as a whole at TLC, will be a teaching opportunity for all of TLC.
4. **Secretary Report** – John Boone. 03/19/2019 Council Committee Meeting Minutes were approved. See attachments provided regarding MercyWatch, a new Neighbors in Need partner that will be providing street medicine services by licensed and insured doctors and nurses starting in May 2019.
5. **Treasure's Report** – Kent Curtis. See report. For the month of March 2019 income was more than budgeted by \$18,212.00, expenses were less than budgeted by \$12,137.00, and income exceeded expenses by \$23,510.00. Year-to-Date contributions are \$304,307.00 or 107.21% of the amount budgeted, total expenses are \$27,977.00 less than budgeted, with income exceeding expenses by \$38,286.00.
6. **Pastor's Report** - Pastor Hector Garfias-Toledo. See report. The increased attendance at the Wednesday evening Lenten Soup Suppers and Prayer Services was a very positive sign of the healing and growth that the Congregation is beginning to experience. Jim Hushagen's Terms of Engagement Services with TLC for attorney services for the LyNC project was reviewed and accepted.
7. **Staff Reports.** See reports from Schools (Kris Dudak & Nanette Erban), Facilities, Faith Formation (David Greenlee), and Worship, Music and the Arts (Norma Aamodt-Nelson).
8. **Personnel Committee** – Mark Schmidt. The Committee has been busy with the interviews of the candidates for the Church Administrator position and will begin working on a compensation package, with the hope that the new Administrator will be hired by June 1, 2019.

9. **Nominating Committee – Bill Rankin:** See Report.

**Actions:**

10. **Supply Preaching and Pastoral Coverage (Micah Reitan):** In the 2019 budget the Council approved Supply Preaching for six Sundays/Weeks. These six weeks were meant to cover 4 weeks of vacation, and two weeks of continuing education for Pastor Hector. However, when we put together the six weeks, we didn't consider the Sunday following Holy Week and/or Christmas Eve. A motion was made and seconded to authorize the spending for two more weeks of Supply Preaching with additional Pastoral Coverage. The motion carried.

11. **Temporary Pastoral Leadership Position (Pastor Hector):** As part of the process that will lead to the call of a second pastor that the Council has been working on since the Fall of 2018, in February the Council approved the creation of Temporary Pastoral Leadership position. The Synod has advised that at this time they do not have any persons available in the immediate and near future except Rev. Jade Yi and have suggested that we explore the opportunity to having Rev. Yi fill this position. Several members of TLC have also recommended Rev. Yi to President Micah Reitan and other Council members to consider her for this position. Members of the Council and other leaders will look at TLC's Mission Site Profile and Rev. Yi's Rostered Minister Profile to see if TLC's needs match with Rev. Yi's profile. If these leaders believe that it is a fit, we hopefully can have conversations and a possible interview with Rev. Yi. The goal is to have this position filled by June 1, 2019.

12. **The Values Assessment Project w/ International Impact (Pastor Hector):** While the Council was not able to have the scheduled conversation with Brian Zehr of International Impact (via Skype) to learn more about the Values Assessment Plan that will begin in June (with the 2019-2020 Council), Pastor Hector provided for review the time line for Values-Direction-Action process, and our conversation with Brian will be rescheduled as soon as possible.

13. **The Kiwanis Club (Micah Reitan):** A motion was made and seconded to approve the Lynnwood Kiwanis Club request to use TLC's kitchen and MPR for their annual fundraiser on October 19, 2019, and to serve and consume alcohol under the provision of our church policies. The motion carried.

14. **Council Nominations—from Summer to Winter (Micah Reitan):** To handle the Council nomination process moving forward beginning with the 2020-2021 Council, while steps are taken to change TLC's constitution, which is a year-long process, "a continuing resolution" will be prepared for the Council's consideration at the Council's May 2019 meeting.

15. **The Blue TLC Van (Pastor Hector):** Now that the new church van has arrived, a motion was made and seconded to instruct the TLC staff to find a worthy charity to donate it to. The motion carried.

15. The meeting was adjourned at 9:33 pm with prayer.

16. The next regular Council meeting will be held on Tuesday, May 21, 2018, at 6:45pm.

Secretary John Boone

# Treasurer Report

Kent Curtis

All,

Attached is my last Treasurer's Report for the May Council Meeting.

Our month of April had our income \$2,588 dollars over actual expenses.

Our YTD (Jan-April) had our income \$40,875 dollars over actual YTD expenses.

NOTE: I was told we are not getting any more income as of month of April for Chiro Bldg., so did those tenants move out as of March 31st? Did we change the locks on the bldg. so no one can get into the bldg? Just curious.

Pastor Hector, I am concerned in how much time I have for training of the new Treasurer that is taking over and will be voted in by the congregation as of June 2nd, 2019. I had thought that the nominating committee was going to announce the names on Sunday, May 12th for the congregation to be aware of those names from the nominating committee.

Do you have a name for me for whom I can get in touch with to start cross-training on the Treasurer's role? They will be need as much time as possible in the next 20 days that I can give them provided that they are available to meet with me.

Lastly, as just a FYI to all of the executive committee (I have talked in person to Micah and Mark already), there was a mistake in a family's deductions from their auto deductions in 2017/2018. They increased their giving and the old deductions kept coming out too, and this family did not realize it until after like 17 months. Thus, after talking with Micah, we are reimbursing this family for their additional auto deductions that they did not mean to have deducted for 17 months. This was a \$2,250 check to the that family. Though you are reading this now, I still may mention this at the May Council meeting, so you are aware of it.

Let me know if any questions.

Kent

Period Ending April 30th, 2019

<u>Actual totals:</u>	<u>April</u>	<u>Year-to-Date</u>
Income	\$96,062	\$400,369
Expenses	\$93,474	\$359,494
Difference	\$2,588	\$40,875

**April:**

1. Income was more than budgeted by \$3,528 (\$96,062 – \$92,534)
2. Expenses were less than budgeted by \$-3,120 (\$93,474 - \$96,594)
3. Combined totals: (Actuals) Income exceeded Expenses by \$2,588

	April				Year-to-Date			
	Budgeted	Actual	%	Difference	Budgeted	Actual	%	Difference
<b>Income</b>								
Contributions	78,849	84,654	107.36%	5,805	309,362	347,598	112.36%	38,237
Reimbursements	2,565	2,425	-94.54	-5.46	8,758	8,615	98.37%	-143
Facilities Use	6,244	4,333	-69.39%	-1,911	38,812	34,873	89.85%	-3,939
Miscellaneous	4,876	4,650	-95.37%	226	19,438	9,283	47.76%	-10,155
<b>Total Income</b>	92,534	96,062	103.81%	3,528	376,369	400,369	106.38%	24,000
<b>Total Expenses</b>	96,594	93,474	96.77%	-3,120	390,592	359,494	92.04%	-31,097
Income Minus Expenses	-4,060	2,588			-14,223	40,875		

**Year-to-Date:**

1. Total Income is more than the amount budgeted by \$24,001; or 6.38% (\$400,370 - \$376,369)
2. Total Income is \$400,370 which is 106.38% of the amount budgeted
3. Total Expenses are less than the amount budgeted by -\$31,097 or 7.96% (\$359,494 – \$390,592)
4. Largest differences in Expenses are: Personnel (\$-17,639 under budget), Facilities/Management Ministries (\$-5,107 under budget), Mission Ministries (\$-8,168 under budget)
5. Combined YTD totals: (Actuals) Income has exceeded Expenses by \$40,875 (\$400,369 - \$359,494)

# Staff Reports—May 2019

## Pastor

Pastor Hector Garfias-Toledo

**Trinity Lutheran Church**

**Church Council Meeting**

May 21, 2019

### **Pastor's Report**

Summer is around the corner. It is a new season with new opportunities and new challenges. It is a busy season when we spend time on schedules and calendars to make sure that everything is aligned, so that our activities will flow well and will turn into an enjoyable experience. Likewise, we are starting a new season in the life of the congregation. Now, we move into a season for new missional adventures that will nurture us, strengthen us, and give direction and purpose to our ministries. We have come this far by faith, and we will be able to go even farther as we continue to practice an Easter life. Once again, I thank God for every leader and member of the congregation who have stepped up and faithfully invest in others. Please accept my gratitude and be assured that you will be in my prayers.

*“You were all called to travel on the same road and in the same direction, so stay together, both outwardly and inwardly. You have one Master, one faith, one baptism, one God and Father of all, who rules over all, works through all, and is present in all. Everything you are and think and do is permeated with Oneness.” Eph. 4:4-6 (MSG)*

#### **April 23 – May 20**

##### ***Rear Vision Mirror View***

In a time of transition these I have been working at different fronts of the ministry.

**Pastoral.** I have been working on establishing a rhythm of pastoral conversations and visits. During the past month I was able to meet with people who have asked me for time to talk since a month or so ago. So far, pastoral care has focused on personal struggles and faith questions. My hope is to develop a thematic emphasis that is proactive. That includes networks for referrals and spiritual direction.

**Administration.** Although it was a busy month, I am grateful for the work of the hiring team, the personnel committee, and the executive committee for all the support in hiring our new administrator, Don Boelter. I am also grateful to the staff who continued to diligently carry out the tasks pertaining to the administrator position. We are working on a transition plan for the administrator

**Leadership-Discipleship.** I have been applying my coaching skills with leaders of the congregation. Although, I have not done it formally, I noticed that coaching is helping leaders to realize that if we want a low structure, we need high mutual accountability and communication. Communication among ourselves is still an area of growth among our ministries. I have also spent time coordinating and setting the stage for the Values-Direction-Action process to begin next month

Last month I shared that I was not able to reach out to as many TLC members as I wanted. This month I invested time in contacting members by phone. I have been intentional about engaging with guests and people who I have not interacted with in the past months. We continue to have guests and seekers on Sundays, and I continue to see people staying longer at church after worship services. Invitation seems to start becoming part of the new paradigm.

**Learnings.** These are some learnings during the past month regarding the character and identity of TLC:

- The congregation is still sensitive about the past
- It seems to me that there are wounds that are healing, but tender.
- We are still functioning (in some respects) as if we were a larger congregation

- TLC members are longing for care from the pastoral leadership. Relational ministry is highly valued in the congregation

*Pastoral acts during the last month.*

Pastoral Acts	Meetings with teams/Committees	Individual leaders
<ul style="list-style-type: none"> <li>• 6 Phone calls with homebound referred by PCMs requested by members</li> <li>• 3 times visits to schools/ week</li> <li>• Pre-marital counseling</li> <li>• 2 hospital visits</li> <li>• 3 pastoral home visits</li> <li>• 2 individual visits</li> </ul>	<ul style="list-style-type: none"> <li>• Weekly PULSE meetings</li> <li>• Full Staff</li> <li>• Wednesday Bible study</li> <li>• TLC Women leaders Bible Study</li> <li>• Personnel committee/Hiring Committee</li> <li>• Facilities and NiN board</li> <li>• 5 Habits of Missional people team</li> <li>• Living Waters</li> <li>• Pastoral Care Ministers (PCMs)</li> <li>• Re-connect team</li> </ul>	<ul style="list-style-type: none"> <li>• None</li> </ul>

Things to **celebrate** in the past month:

- Council leadership – The council has intentionally work on creating an environment of transparency, trust, and collaboration/participation
- Personnel Committee & Hiring Team – Full investment in the process to hire our new administrator!
- Worship – Response, engagement, and takeaways. Faithful participation of leaders!
- Commitment of non-elected leaders – Outstanding ongoing support and partnership!
- Guests expressing that TLC is an embracing community and worship is relevant

Some **challenges**:

- Hospitality – Still, the space for connections on Sunday can be improved -
- Worship leader’s availability – Becoming more frequent
- Ministries for younger adult members are not strong and sustainable
- Vision and sense of clarity – need for alignment among ministries
- Financial sustainability of the ministry
- Ministries sustainability – ministries rely on one or two leaders (the next generation is not ready)

***Windshield Vision (Moving Forward)***

As I mentioned above, we are entering a new season in our journey as congregation. Hiring the new Administrator, Don Boelter, will relief the rest of the staff and will help us to realign the staff roles in the church office. I am convinced that his experience and passion for the ministry will bring a breath of fresh air to the office. I am working with the staff to create a transition plan for him as the staff will hand in the responsibilities that the rest of the staff took in a temporary basis.

I am excited about the launching of the Values-Direction-Action process which will help us to clarify the priorities in which we will invest our resources. You received the lick to the recorded video call with Intentional Impact. The next step is to identify the leaders that will have a conversation with Brain Zehr. This is the schedule for the conversations:

Tue	June 18	5:00 - 6:00	Meeting with ministries leaders
Tue	June 18	6:30 - 8:00	<b>Meeting with council</b>
Wed	June 19	9:00 - 10:00	Meeting with ministry leaders
Wed	June 19	10:00 - 11:30	Meeting Staff
Wed	June 19	12:30 - 1:30	Meeting with ministry leaders or individual staff
Wed	June 19	2:00 - 3:00	Meeting with Hector G.

I want to acknowledge the intentional and laborious work of the church council regarding filling the position of temporary pastoral leadership. My hope is that the presence of additional pastoral leadership will provide the energy and capacity to grow in depth and breadth. I will be working on an initial plan for integration and implementation of the new pastoral leadership. I want to be emphatic that the additional pastoral leadership will NOT be an aid, helper, or as I have said it sometimes, an “acolyte pastor.” My goal is to work in partnership and in a collegial manner, no matter who the pastor will be.

I will continue to develop a series on practices for highly mission people, which is a relational evangelism and discipleship journey for leaders. A team will spend a few weeks in conversation with members of the congregation. Also, I will preach on the practices and principles of relational evangelism.

I believe that the Spirit is speaking loud to us. We need to celebrate and lift up the great diversity that we have in the congregation. I am not sure we will be able to celebrate Pentecost as I imagine, but I hope that we will be able to put together a colorful worship marked by the languages, traditions, and colors in our congregation. Which leads me to imagine having a more regular schedule of **join worship** services along the year.

My goals for 2019:

- Hiring an administrator and handy person – **Completed**
- Work with council (and congregation) on a vision and priorities of the TLC ministry – **In progress.**
- New format for staff meetings – Ongoing
- Meeting with other (more) leaders – **Ongoing**
- Meeting with younger adults in the congregation – **Delayed**
- Journey to the other side – **6 Days for 5 Missional Habits** journey – **On Hold**
- Develop a worship service with the youth to be celebrated – **Pending, not achieved, yet**
- Develop a path for identification, equipping, and releasing lay preachers and pastoral care ministries – **In progress, plan to be presented**
- Working with the TLC Pre-school and CDC – **Meetings to be scheduled with directors**
- Congregational Constitution bylaws – **Pending and URGENT**
- Church council transition – **In progress, plan for new council members mentoring**
- Temporary pastoral leadership extension – **In progress, discussion**
- Vision/Refining vision process – **In progress**
- Nominating Committee for 2020 – TBD

I would like to ask for your continuing prayers, and I want to assure you that each one of you are in my prayers.

*“God can pour on the blessings in astonishing ways so that you’re ready for anything and everything, more than just ready to do what needs to be done.” 2 Cor 9:8 (MSG)*

## ATTACHMENT A

### Temporary Pastoral Leadership Extension

#### The current challenge

- Following up with leader's development, overseeing new initiatives
- Developing a pilot for small groups ministry focusing on discipleship, relational evangelism, and reproducing leadership (small groups)
- Developing an initial strategy and implementation for ministry with young families/generations, and intergenerational ministry
- Preaching one Sunday per month and other special occasions

#### Possible path

- Hire a missional and visionary pastoral leader (not a congregational call)
- **20-25 hours/week**
- Initial one-year contract with possible extension if needed
- Work with David Greenlee and me
- Ordained minister

#### Role of pastoral leader

- Gifts/Skills: Relational evangelism/discipleship, coaching, leadership development, strategic planning, pastoral, teaching, visionary, preaching and pastoral care
- Preach one Sunday per month and other additional Sundays if needed
- Work with pastor and David Greenlee on evangelism, discipleship, and mission with young adults/parents
- Work with Pr. Hector and the First Impressions team in developing connection strategies with new members and prospect members
- Occasional pastoral care visits in coordination with the PCMs and Pr. Hector
- Attend staff meetings and council meetings

#### The vision/outcome

- A solid path for younger generations to join and engage in the ministry
- Potential new members as a result of a strong evangelizing and meaningful ministry for younger generations and intergenerational ministries
- Up to three small groups focused on faith formation and leadership development (relational evangelism and discipleship)

This is an initial proposal which I want to submit for your consideration. I am aware that we will need to discuss it. Please bring your questions and suggestions.

## **Schools**

### **Pre-School**

Kris Dudak

We are in our fundraiser for the year...Spring Sing Basket Raffle

Our goal is set at \$3,700.00

We are raising funds to replace our 25-year-old tables in all three Preschool classrooms.

Each year we ask the parents to buy raffle tickets for our Theme Baskets. We draw the winners at the Spring Sing Concert (May 16th) where all the children are singing.

I have attached our catalog for more information

Our school year ends June 14th.

We have plans for painting all our rooms (101, 102, 001) and a refresh in room 004 the school use for our Chapel downstairs this summer. The Preschool will be providing the paint and labor.

When we have chosen a color, we will work with the Impressions committee to approve the color scheme.

### **CDC**

Nanette Erban

N/A

### **Office**

Debbie Jeske, Josh Judd-Herzfeldt, Kelly Apling

N/A

### **Faith Formation**

David Greenlee

Minister of Faith Formation report: 5-15-19

April, we have been busy getting volunteer for Adventure Bible Camp [formerly VBS]. We still have lots of positions to fill.

Family Ministry team hosted the Easter Egg Hunt with a Difference. Ove 60 kids participated and \$272 was raised for Good Gifts through the ELCA, which help us buy 280 chicks. The event ran smooth. To do again next Easter we will have to see if we have space with the construction on site next spring.

Easter parking went smoothly. We filled much of our lot, but didn't run out of spaces or have to use the old Creation Station lot. Again, next Easter will be interesting depending on construction.

Summer trip planning and summer youth nights are being scheduled. Have also working with on the last few Sundays of Footprints and teacher appreciation.

## **Worship, Music, and the Arts**

Norma Aamodt-Nelson, Cantor

Worship staff noted the attendance success at the Wednesday night evening prayer services with soup/potato suppers. Keeping the service in the same room as the fellowship and dinner seemed to be very well received.

Holy Week services were well received, and Easter Sunday attendance was high. Children's choirs served at the 9 am service prior to the Easter egg hunt which was a highlight!

The staff is relieved that an administrator has been hired and looks forward to his coming in June. Staff also continues to work with the challenges of the contract custodial company who have been in transition since before Easter. Communication continues to be difficult.

Health concerns forced me to take 2 weeks off for hospitalization right and treatment right after Easter, but I am happy to be back at the organ and in the office. I am grateful to the volunteers who have stepped up to conduct the choir and were able to be at the organ in my absence. Prayers for healing are greatly appreciated.

### **Facilities**

Sherry Smith, (reporting as a volunteer on behalf of the Team)

N/A

### **Personnel Committee**

Mark Schmidt, Chair

I have two things:

1. As everyone now knows, Don Boelter accepted our offer and will join Trinity as our new Church Administrator in June. I'd like to thank and recognize my colleagues for their gifts of time, talent, and wise counsel that got us to this point:
  - o The Personnel Committee: Cathy Rankin, John Cheshier, Marti Derickson, Shirley Lovelace, and Pastor Hector.
  - o The interview team: April Zepeda, Bill Rankin, David Greenlee, John Cheshier, and Pastor Hector.
  - o The Executive Committee: John Boone, Kent Curtis, and Micah Reitan.
2. The Personnel Committee hasn't met since the last Council meeting and doesn't have anything new to report.

# **Committee & Board Reports—MARCH 2019**

## **PERSONNEL COMMITTEE**

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## **Information Forums for a Temporary Pastoral Leader May 12 and May 19, 2019**

The purpose of these forums is to share information about a temporary, pastoral leadership position discussed during recent Council meetings, and to allow time for some dialogue.

### **Additional support for ministry and planning**

Pastor Hector has shared his hopes for our ministry during recent Council meetings. To sustain the renewed energy in the congregation, to give Pastor Hector an opportunity to participate in additional ministries of the church, and to make time for a necessary strategic planning process, Pastor Hector asked the Council to prayerfully consider adding a part-time, temporary pastor to support Trinity's ministry.

On February 19, 2019, the Council approved creating a part time (up to 20 hours/week), temporary (one year), pastoral leader position. This pastor will be contracted (not called) and will report to the Council. There is approximately \$109,000 left in a dedicated transition account, and part of this would be used to fund the temporary pastor position.

The ideal candidate for this position is a visionary, missional leader with complementary gifts and experiences that strengthen Trinity's ministry and meet needs identified by leadership of the congregation and Pastor Hector. The ideal candidate will be an ordained pastor and provide preaching and pastoral support.

Pastor Hector, the temporary pastoral leader, and other leaders in the congregation will engage in a strategic planning process over the next several months. The desired results are (1) a clear Value-Direction-Action plan for Trinity's ministry and (2) clarity about the gifts and skills needed in a second, called pastor to move Trinity forward along that path. Trinity will then initiate a formal call process for that second pastor.

### **Seeking a candidate**

In March 2019, Pastor Hector began conversations with the synod, asking for help identifying an ordained pastor to fill the temporary pastoral leader position.

In April 2019, seven members of the Council reviewed a report Pastor Hector prepared for the March 19, 2019 Council meeting. The report lists challenges and opportunities for Trinity, including:

- Following up with leader development and overseeing new initiatives.
- Developing a pilot for small group ministry focusing on discipleship, relational evangelism, and reproducing leadership.
- Developing an initial strategy and implementation plan for ministry with young families/generations, and an intergenerational ministry.

**Pastor Hector's report also lists skills and gifts desired in a temporary pastor, and it outlines some duties that would be assigned to the temporary pastor.**

**The same seven members of Council also reviewed the Mission Site Profile (MSP) that was created with input from the congregation and finalized by the call committee in February 2018. The MSP identified Trinity's ministry and leadership needs at that time and led us to calling Pastor Hector. There are common needs and themes in the Pastor's report and the MSP. These two documents are guiding our search for an ideal candidate.**

### **Current status**

**The synod doesn't currently have a list of ordained pastors interested or available for a part-time, term-limited position. The synod suggested one possible candidate, Rev. Jade Yi, and sent her Rostered Ministry Profile (RMP) to the Council. The seven Council members reviewed and discussed Pastor Jade's RMP. Two representatives of Council also met with Pastor Jade. We think that her skills and gifts would be a good fit for the temporary pastoral leadership position. We also know that we need to approach this carefully and thoughtfully, and are seeking conversation with members of the congregation before making recommendations for action at an upcoming Council meeting.**