



Shepherd
OF THE PRAIRIE
LUTHERAN CHURCH
Caring For All God's Children

Council Report

December 16, 2013

“Caring for God’s Children of all ages, by growing disciples who make disciples.”

Shepherd of the Prairie Lutheran Church

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Shepherd of the Prairie December 16, 2013 Council Agenda

1. **Devotions** – Kathy McGuine
2. **Strategic Direction Team Update**
 - a. Team will present the final strategies for council review, discussion and approval
3. **Vacation Policy Proposal**
 - a. HR to present a proposal to make changes to the existing vacation policy
4. **Finance Review – Devin**
 - a. Monthly finance review
 - b. 2014 Budget Review
 - c. Investment Account Update – resolution needed
5. **Nominating Committee Update – Pastor Mark**
6. **Annual Retreat Jan. 20, 2014**
 - a. Pastor Dave Daubert will facilitate
 - b. 6:30 PM – 9PM
7. **Review of 2013 Goals**
8. **Ministry Team Updates**
 - a. Outreach – new leader has potentially been identified
 - b. Inreach – new leader needed
 - c. Other Ministry Notes
9. **Annual Meeting Date: January 26, 2014**
10. **Next Meeting**
 - a. Jan. 20, 2014 (Annual Retreat)
 - b. Devotions?

Shepherd of the Prairie November 2013 Council Minutes

In Attendance: Devin Burg, Adam Adams, Theresa Molgren, Amy Brittain, Pastor Mark, Wayne Schmidt, Kathy McGuine, Larry Newbanks, Bob McDuffee and Mike McCann Absent: None

1. **Devotions** – Mike McCann
2. **November Retreat Recap and Discussion** –
 - a. Recap and Review Strategic Direction Team Retreat of 11/16/13
 - **Feedback from meeting to be shared at the annual meeting.**
3. **January Retreat Preliminary Planning** –
 - a. 1/11/14 beginning at 7:30 AM
 - Question has been raised about moving this to 1/18/14
 - **Meeting to be rescheduled to 1/18/14**
 - b. Initial Agenda/thought process on how to run this retreat
 - **Finalized agenda to be available at the December council meeting.**
 - **Council to inquire with Pastor Daubert on facilitating meeting.**
4. **Annual Meeting Date: January 26, 2014**
5. **Nominating Committee Update** – Pastor Mark
 - **Council nominee has been agreed upon**
 - **One nominee still to identify for the nominating committee**
6. **Finance Review** – Devin
 - a. Monthly finance review
 - **Budget in strong standing heading into end of year**
 - **Additional Principle payment on building to be made in December**
 - b. Budget discussion updates
 - **Initial budget presented, first draft based on fairly flat budget. To be updated as ministry teams submit their finalized budgets.**
 - c. Proposal for ADP Payroll Service
 - **Motion to adopt ADP as our payroll service company from Larry Newbanks. Seconded by Wayne Schmidt. Motion approved.**
7. **Ministry Team Updates**
 - a. Outreach – Barb Hoch has resigned, new leader needs to be identified
 - **Lori Conway has agreed to chair the Outreach committee.**
 - b. Other Ministry Notes
 - **Stewardship - 2014 Pledging on pace for proposed 2014 budget.**
 - **Stewardship - Calls to unpledged members to occur the week after Thanksgiving.**
 - **Mission - Mission funds have been totally committed for 2013.**
 - **Mission - Christmas offering to go to 3 ministries: Turning Point, Pioneer Center, and Home of the Sparrow**
 - **Inreach - Currently identifying new leader**
 - **Outreach - Joanne Bychowsky will arrange for volunteers for the Welcome Center.**
 - **All Ministries – Council encourages all ministries to please submit minutes following their ministry meetings.**
8. **2013 Goal Review / Update**
 - a. Reference 2013 Goals (attached)
9. **Tabled Business**

- a. Assess Existing ministry teams for duplication – **2012 Goal postponed**
- b. Process for adding new members to ministry teams – **Inreach Team to investigate**

10. Next Meeting

- a. December 16
- b. Devotions - Kathy McGuine

2013 SOTP ANNUAL GOALS

I. Expand Communication and Programs for Member Care

- a. Initiate Ministry of Communion from the Assembly. (Program to share the Lord's Supper with those unable to participate in Worship)
 - i. Inreach Team held training session in April lead by Pastor Ken.
 - ii. Approved calls to 15 members who completed the training for this ministry. Installation is weekend of 22nd and 23rd of June.
- b. Expand meaningful connections with our members through our prayer ministry.
 - i. Donna and Theresa will get together as a first step in the June/July time frame.
 - ii. Donna is preparing a procedure for "Caring Callers" for the Inreach Team to review.
 1. **Inreach team putting together resource list and communication will begin after new year.**
- c. Conduct Leadership Training on a Quarterly Basis
 - i. Leadership training by Pastor Bill was held 2nd Monday of June.
- d. Survey Congregation to Identify Educational Needs
 - i. In process. Working on survey. Met with Greg to discuss how to target younger families. Our current adult education is attended primarily by members 55 and older.

II. Facilitate Member Involvement

- a. Except for item e., these items are pending until we hire a New Welcome Member and Involvement Coordinator.
- b. Revamp time and talent sheet to stress ministry interest –
 - i. Strategic team to make recommendations
- c. Restructure the New Member Gathering and Prairie Guide Program
 - i. Progress has been made, Pastor Bill and Pastor Mark to meet to address new member gathering
- d. Identify Ministry Teams needs in order to connect people to meaningful service - In progress
- e. **Technology Capability Meeting - Dennis Lilla presented at the Ministry night on 9/9/13.**

III. Strategic Direction and Planning

- a. Examine our ability to assume any long term expansion
 - i. Hold until after retreat
 - ii. This should be driven by our ministry needs and we need Strategic Direction recommendation
- b. Support Strategic Direction Ministry Team

- i. Strategic Ministry Team formed under leadership of Jeff Cordle.
 - ii. Special Leadership Retreat to be held on Nov. 2nd and will review Strategic Ministry team feedback/recommendations from the cottage meetings. Annual Leadership Retreat to be held on Jan. 11th.
 - iii. Team is functioning and has begun a series of interviews with community leaders, business owners and well-connected individuals.
- c. Evaluate Audio/Visual ministry function and its effectiveness in worship
 - i. Mapping exercise completed 2 May. Key findings include: 1) earlier coordination between Pastor Mark and Jane for appropriate musical selections; 2) several actions to improve A/V volunteer role such as working with same Praise Band members and attendance at rehearsals; 3) more discipline with rehearsal schedules; 4) securing the AV booth to prevent tampering with settings and equipment by untrained individuals.
 - ii. Job Content Document created for position and motion carried to post the position at the August Council Meeting.