

2017 Leadership Team Minutes

November 21, 2017

Present: Pastor Olson, Steve Patt, Michelle Peebles, Phyllis Swirka, Gail Lewis, Peter Vacchi, Kim Buschenfeldt

1. Prayer – gratitude journal – Gail opened with the Gratitude Journal
Michelle brought in a “Thankful Wreath”; each LT member wrote a few things they each were grateful for to place on the wreath
2. Ongoing ministry items
 - a. Clerk’s minutes October 24, 2017 – Slight revisions to be made; motion made to approve, seconded and passed
 - b. Financial Report – Gail reviewed current financials; 1/1/2017 through 10/31/2017 including total giving to date and balance sheet - motion made to approve, seconded and passed
Check in the amount of \$1,067.50 sent to Mass General in memory of Susan Bolinder – Funds raised from benefit concert
Gail is in the process of totaling money raised from Covenant World Relief Sunday; Gail will separate out the total from the cans and total from Soupfest
8 dozen wreaths ordered for Christmas Wreath Fundraiser
 - i. Update: Financial Secretary
Names of replacement still under consideration
 - ii. Updates on Amazon Smiles program
Check received in the amount of \$7.02 for donations received from 7/1/2017 through 9/30/2017
 - iii. Monthly financial reports
Financial update e-mails will go out beginning in December which will include November and Year-to-Date totals – The constant contact e-mail list will be used
 - iv. Update on payments to Global Missions
\$1,153.13 donations remaining to distribute - \$524.97 will be used to bring the “people” Missions current through 10/31/2017; remaining will be sent to the East Coast Conference
 - v. Memorial Fund financial update
Review Memorial Fund Report – January 1, 2017 – November 21, 2017
 - vi. Review proposal for 2019 budget
Will discuss/review at next LT meeting
 - vii. Change automatic credit card charges
Ministry Designs is a bi-annual charge to a credit card; currently being charged to Pastor Olson’s personal credit card
Research options for credit/debit card through Bridgewater Savings Bank tying to Church account
 - c. Pastor Olson Report
 - i. Website updates
Martha is currently looking into to website options
 - ii. Updates on copier
Martha researched used copiers
Options are to purchase a laser printer versus an industrial copier/printer
Motion made to purchase a smaller printer/copier at a cost of no more than \$300.00 – Seconded and approved

- iii. IMMERSE – follow up from Covenant Community Bible Experience
Have received positive feedback on the Bible Experience; loved reading the Bible together
A little over 30 people participated in small groups
Exploring continuing the Bible Experience with IMMERSE; looking to start at Lent
Cost per books are \$8.00 each
 - iv. Cowlicks & Pigtails space
Currently in discussions with Cowlicks & Pigtails for the use of additional space for 3 babies;
reviewing possible options
 - v. Time off request Dec 7-9, 2017
Pastor Olson will be off Thursday, December 7th through Saturday, December 9th
 - vi. Not attending Midwinter Conference
Pastor Olson has decided not to attend
- d. Ministry Team Coordinators/Liaisons for March 2017 – Feb 2018
- i. Updates for Youth Ministry, Faith Community, Facilities
No updates
 - ii. Solar power consultants
Still considering all options available
 - iii. St. Pauly Textile clothing drop off shed installed 11/1
Has been utilized; one pick up has occurred to date
Reminder that all items must be placed in bags
 - iv. Women’s Ministries Chair
Phyllis met with some of the Women’s Ministries board members on next steps
 - v. Leaders for “Rooted”
No update
 - vi. Worship Team update
Pastor Olson will be scheduling a meeting beginning in January; extended to all those involved in this Ministry
PO to continue to provide support and encouragement as it continues to organize
 - vii. Memorial Garden
Pursuing volunteers
Steve Patt will include in the So You Know that we are looking for volunteers to maintain the Memorial Garden
 - viii. Notes from Missionaries
Shared thank you notes sent by Missionaries for our continued support
 - ix. Contact Missionaries/agencies with 2018 budgeted commitments
Gail to draft a letter notifying the Missionaries of our 2018 commitment
 - x. Request for Mission Trip support
Erik Olson is requesting permission to mail information regarding his upcoming ministry opportunity; donations appreciated, and prayer support is welcomed
Motion made to donate \$75.00 from Shepard’s Fund - seconded and approved
- e. CHIC Fundraising
Erik Olson has confirmed he will be attending; no others confirmed to date
Peter will reach out to Ruth to confirm any additional attendees
- f. Christmas Wreaths –
Assembly of wreaths will be on November 25th at 9am
Proceeds will be going towards Global Missions

- g. Search committee update
Search Committee has held 2 meetings; Howard Burgoyne attended the first meeting
Next meeting will be held on 11/29; drafting survey for congregation to complete
- h. Weekly prayer circle
Steve is trying to connect with Renie Ellis to coordinate
- i. Feedback on November Congregational Meeting
No feedback from meeting
- j. Updates from nominating committee
Still in search of a Financial Officer

3. New Ministry Items

- a. Communication from LT in a mission moment
Gail will present update on Sunday, November 26th; Michelle will draft bullet points
- b. Question from member about follow up on folks who are absent from attending worship
Pastor Olson to follow-up with Chuck Pierce in regard to communication and follow-up on those who are absent from worship
- c. Request for membership withdrawal
Received request for withdrawal from Carol Ostlund and Jane Ostlund on November 7th
Motion to recommend accepting withdrawal at next Congregational Meeting – seconded and passed
- d. Reverend Gary Walter retirement announcement; request from Evangelical Covenant Church for comments/nominations for new president for the ECC
Received letter from ECC looking for nominations/comments for new President
- e. 3StrandStrong initiative from the Covenant Church
3 Strands – Congregation.Conference.Covenant
Video available at www.3strandstrong.org

4. Communion December 3rd: Kim Buschenfeldt, Gail Lewis, Phyllis Swirka, Peter Vacchi

5. Open Session

Pastor Olson to follow-up with Martha regarding reminder e-mails for Children's Church, Nursery and Toddler/Transition rooms
Goal is to have staff evaluation forms completed and delivered by the end of the calendar year
Pastor Olson will be holding an Inquirer's Class on 12/16/17
Need to create space for items currently stored in choir closet; Charlie will work on cleaning it out
LT is in agreement to include Martha in the Christmas givings
Peter shared a bulletin board that he saw at a church recently that included upcoming events, volunteer opportunities, schedules, etc. – Currently under consideration

6. Next Meeting will be held on Tuesday, December 12th

7. Prayer – Michelle closed in prayer

8. Motion to Adjourn, seconded and passed at 10:40pm