

Approved Parish Council Minutes

Tuesday, October 13, 2009

8:30 – 9:30 PM

Meeting Rooms

Attendees: Robert Breitbach, Amy DeRaad, Mary Beth Ineson, Mike Kraft, Mike Lentz, Bob Mueffelman, Alan Savage, Steve Sorsen, Tim Sullivan, Emey Vaillancourt, Fr. Dennis Zehren

Absent: Mary Zielinski

Cc: Mary Powell, Carla Rokos

1. Opening Prayer
 - Led by Fr. Zehren
2. Open Mic
 - No Open Mic
3. Approve Minutes – June and August
 - Both months approved
4. Conflict of Interest Statement
 - Statements provided to those who attended Leadership dinner and reminder provided at Parish Council meeting.
 - Complete forms will be submitted to Kathleen Howland for tracking. Commission chairs will receive list of members who have not yet completed their forms prior to November meeting.
5. Ministry Fair – Mary Beth Ineson
 - Discussed Avenues of Gratitude email.
 - Ministry contacts should be made by 10/21/09, using script provided to Commission chairs.
6. Pastoral Care Volunteer Opportunities – Steve Sorsen
 - The following ministries, some with connections outside our parish, are in need of volunteers:
 - Meals on Wheels
 - Communion for the Homebound
 - North Metro Job Network Group – needs corporate contacts
 - Street People – prepare and serve meals at Sharing and Caring Hands
 - Funeral luncheons
 - Domestic Abuse Group – needs facilitators
 - There is potential for a new ministry, in partnership with Faith Lutheran, called Family Table. It serves families gathered for a meal at their church. Epiphany's opportunity could be to donate food, hamburger, canned goods, monetary funds, etc., and supply volunteers for the program.

7. Facilities Master Plan – Mike Kraft
 - The updated plan was sorted by: group, feedback, timeframe, skill required and cost to determine an overall priority for each item.
 - It was reviewed with the Operations Commission and forward to Mike Lentz to share with staff directors.
 - It is a working document that will change over time.
 - The cemetery has its own source of revenue and was included as part of a broad working list for the Operations Commission.
 - Potential inclusions to the list: A column to indicate if an item is budgeted: the budget year; and a column to quantify / define if the cost estimate is high, medium or low.

8. Executive Committee Update – Mike Lentz
 - Searching for the Director of Music position was based on trying to define the needs for the church and balancing it with the gifts of the candidates who came forward.
 - Anne Phillips accepted the position and will begin at Epiphany on November 9, 2009.
 - A list of on call organ and piano players is in formation.
 - The search continues for a LifeTeen music minister.

9. Vision for Epiphany – Fr. Zehren
 - Reviewed the purpose of Stewardship in our parish, and its ties to meaningful liturgy, prayer and daily living.
 - Epiphany needs to make steps to keep moving forward, determine direction, and seek God's clarity.

10. 2010+ Commission Strategy and Action Plans
 - Commissions are asked to provide an update during the November Parish Council meeting with a status on where they are at in this process.
 - Meetings will take place in the spring timeframe of 2010 to begin strategy and action plan revisions.
 - Questions to ask: where are we at with Stewardship? Where do we believe it to be? How do we refine the planning process? Are there other guiding questions?

11. Commission Reports
 - Pastoral Care and Outreach – Steve Sorsen
 Requested prayers for those who are ill this season. Contacted ministries to build awareness of each one and provide reminders about upcoming ministry fair. There is a request to bring to light activities that are not well known through the use of a parish-wide calendar of events. This would be a central location for the many events taking place at the church on a daily basis, with a potential home on the website.

 - Community Life – Emey Vaillancourt
 Terri Philippi was a guest and represented the suggestion that the Silent Auction be an event independent of SpringFest. She and Greg will present to the Council at the November 2009 meeting. Upcoming events include a tailgating party and a cookie exchange. Commission members were assigned for the ministry fair.

- Stewardship – Mary Beth Ineson
Fr. Zehren, Carla Rokos and Amy DeRaad were guests. Stewardship renewal weekends will start November 7 & 8. The ministry fair takes place November 14 & 15. Covenant forms will be turned in November 21& 22. Commission members signed up for ministry fair booth and hospitality shifts.

- Liturgy – Amy DeRaad
The next Liturgy Commission meeting takes place on October 27, 2009. The commission put out a hospitality challenge to the others to host a weekend after the first of the year in 2010. Ministry Fair invites and next steps are in progress.

- Operations – Mike Kraft
Commission members reviewed the School Marketing plan and toured areas of the school, taking notes of potential needs for change and appearance enhancements. No one on the commission is lead certified because it is not applicable at this time. Lead certification identifies a person responsible for making the school “green” in energy and sustainability initiatives.

- Finance – Alan Savage
Robert Breitbach was a guest. Discussed potential for using only electronic bulletins to address postage cost. Contact will be made to determine impact on advertisers if bulletin is not mailed to all homes. Research is being done to provide hotlinks from an advertisement directly to the sponsored business’ website. An email push is a consideration. Another potential consideration is allowing parishioners an opportunity to opt out of receiving a mailed hardcopy of the bulletin. Commission subgroups will present at upcoming meetings. The State Fair diner brought in between \$36,000 - \$40,000 net profit. There is a church audit scheduled for November. A discussion on tuition debt collection will take place in December and January. There is a potential that the senior housing complex will become self-managed. Reviewed weekly deposits.

- Education – Mary Powell
Note: Mary provided this update directly to Amy DeRaad.
We reviewed and updated action items from the education commission strategic plan and discussed our duties for the upcoming ministry fair.

12. New Business

- None presented

13. Future meetings – time(s) and place(s)

- Next Leadership / Parish Council meeting: Tuesday, November 10, 2009