

FELC Ministry Team Minutes

Ministry Team: Worship & Music

Meeting Date: November 8, 2011

ATTENDEES:

Jamie Parma, Jeff Picken, Mary Feller, Barry Hoff, Owen Berendes, Pete Vandenberg, Karrie Aaseby, Sara VanBeek, Jennifer Johnson, Jennifer Leahy

Excused: Bonnie Johnson

Items that may require council action:

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Items that may require budget/finance coordination:

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New Task Force (see minutes for details):

Ministry team minutes:

- October minutes approved as written.
- Finance/Budget
 - . Review 2011 YTD
 - . Discuss updates to 2012 request
- Music Positions
 - . DS 9:15 Pianist – Noah Harmon agreed to a 6-month trial period
- Equipment / Software / Training – Recurring item
 - . NS – update
 - . WorshipTeam.com – update on usage, effectiveness: team has been using it to listen to sets. Trying to ramp them up on calendar usage.
 - . Mac backup drive: stopped working today. Jeff is looking into it.
 - . ProPresenter vs. Media Shout: Media Shout has been "downgraded" to a prev version and is presently working.
 - . NS Podium mic for Lectern: recvd quotes for two models. Will move forward.
 - . DS – update
 - . Organ repairs: Status update – Owen: Ron is still working in Chicago, and hopes to get at least some of our work done in Nov. Owen is still in discussions.
 - . TV update – progressing slowly. Some cabinetry yet to be moved, rewiring after that. Gary Haberland and Don Monson are key organizers.
 - . Purchase of handheld mics (one for each site): purchased and have arrived. Other mics have also been purchased that were scheduled for replacement, according to 2011 budget numbers. Also received a free mic from KC, whose son won one and wasn't using it.
 - . Technology Subgroup – Support MT approved. Names of potential members have been given to Bob Damon and he is making contacts.

Goal is to cover TV/sound, phone, computers, media, etc. for both sites. TV/sound likely to move to this group from WMMT. Discussions ensued as to our thoughts of how this might best work for the MTs and this Tech team.

- . A/V Ministry Task Force – Best fit for this is under Tech Group.
- . Volunteer scheduling software – Jean is testing Ministry Scheduler Pro (from Rotunda Software). Allows volunteers to login and select preferences (and block conflicts) before Jean creates a schedule. Software works with current member database. License cost for up to 400 volunteers: \$650 (first 6 months) + \$47 per month thereafter · 2012 cost \$932; 2013 and beyond \$564 per year. Current annual postcard mailing cost estimated at \$829 to \$904.
- . Jennifer has some sound board training resources and is looking into scheduling some sessions for sound techs. More to come. Will look to include DS techs, as they use basically the same board.
- Worship Service Topics – Recurring item
 - . No current issues
- Advent planning
 - . NS decoration – discuss plans for sanctuary layout; also timing and volunteers. Sanctuary will be rearranged as in past Advent seasons. Work will take place after second service on 11/20. Jeff & Jennifer coordinating.
 - . DS decoration – need a coordinator; have a few names for helpers. Barry will check with Jean on key dates. Don Monson will do lights on trees. Others can decorate after that. Karrie and Jennifer J will help.
- Holiday services: Christmas Day and New Years Day will each have just one service at each site - early at NS, later at DS.
- On the Horizon:
 - . 2011 year-end summary: Barry to create. Group will finalize at December meeting. Due to Meri Hujet by 12/16.
 - . 2012 goals
- Jared Ashland joined our group to ask about Ministry team recommendations, re: the spring MT retreat. The team walked through the document he shared and will forward recommended adjustments to him.
- Altar Guild Handbook – nothing this month due to time.

Submitted by: Jeff Picken