

Ministry Team: Worship & Music

Meeting Date: September 13, 2011

ATTENDEES:

**Jamie Parma
Jeff Picken
Bonnie Johnson
Barry Hoff
Owen Berendes
Pete Vandenberg
Karrie Aasbey
Sara VanBeek
Jennifer Johnson
Jennifer Leahy**

Excused: Mary Feller

Items that may require council action:

- none

Items that may require budget/finance coordination:

- none

New Task Force (see minutes for details):

- none

Ministry team minutes:

- August minutes approved as written.
- Finance/Budget:
 - . Review financial reports – No questions about expenditures. Well on track to be within budget for 2011.
 - . Organ repairs: Status update – Owen. Ron Wahl still fully engaged with new organ installation at Augustana College in Chicago. Owen continues to monitor the situation.
- Music Positions
 - . NS Music Director / Ministry Coordinator: Jennifer Leahy. There will be a welcome for Jennifer and her family on 9/18. Pete to contact Margaret Z about a cake.
 - . DS Parish Choir: Steve Sieck started last week. Sue Bakken covering rehearsal accompanist until Blake finishes his Wednesday class.
 - . DS Cherub Choir: Katie Adams started this past Sunday
 - . DS 9:15 pianist: Jennifer J and Jennifer L discussed potential short- and long-term replacements. Jennifer J continues to coordinate.
- Equipment / Software / Training – Recurring item
 - . NS – update – Hardware updates/changes complete. Still some learning curve and computer issues with Media Shout.
 - . DS – update – In process of installing new hardware for TV Ministry.
 - . A/V Ministry Task Force (includes existing TV recording plus new ideas). No update on this effort.
 - . New needs
 - . NS may request funding for web-based team scheduling software . Jennifer L will discuss with John D and team and get back to Jeff. Maybe this is something that could be used for ALL worship volunteers.

9/16/11 update: Jean Monson has already been tasked with finding a software solution for volunteer scheduling. She will take the lead on this and coordinate with Jennifer L to make sure all needs are met as effectively as possible.

- DS 9:15 Liturgy:
 - . Lee done as of 9/4/11. Need a replacement. See above under Music Positions. Also looking for subs to fill in until the position is filled.
 - . Use of liturgy - switched back to setting 5 from WOV for now.
- NS Sanctuary Updates
 - . Chairs: Update on reupholstering. Support has taken up. Will remove this from our monthly list.
 - . Banners: Still looking for ideas. Will remove this from our monthly list.
 - . Discussed using an extra communion serving team at 8:30 and they would do the tables and band. Jeff to coordinate for 9/18.
- NS Paper Reduction – Initial plans to cut back. Maybe do music sheets for a while.
- Sermons on the Web: Audio files available under “Resources → Audio/Video”. Content will continue to grow.
- 2012 Budget:
 - . Need to compile and distribute up-to-date spreadsheet for 2011 (Barry)
 - . Create initial 2012 requests (done with individual reviews and email)
 - . Finalize at Oct 11th meeting.
 - . Support to review on Oct 17th.
 - . Pr. Jeff asked us to think about a joint service next year. Would have budget impact due to leasing a single space (PAC?? or similar). Timing TBD, possibly early fall.
- On the Horizon:
 - . Advent planning
 - . NS decoration. Provided a high level overview for Jennifer and some of things that may end up in her purview.
 - . DS decoration- get something in next newsletter to ask for volunteers (Barry)
 - . Mid-week service planning / volunteers – Will not have mid-week services this year. Still likely to have Blue Christmas services, timing TBD.
 - . Christmas Day and New Years day: One service at each site with same pastor doing both on a given day. Early service at NS, later service at DS.
 - . Sunday, 11/27 may do a "Tea and Concert" to kick off the Advent season.
 - . 2011 year-end summary
 - . 2012 goals
- Altar Guild Handbook: "The Basics" - Jennifer J and Karrie A

Submitted by: Jeff Picken and Barry Hoff