

Elders Board Minutes – January 14, 2020

Elders present (Absent): Bob Hinze, Bobby Merritt, Brad Owens, Chuck Tomac, Gary Watkins, John Rondema, Hugh Bennett, Lee Lugibihl, Mike Sheets, Rolf Christensen; Pastor Mark

Growth Session: Pastor Mark led the growth session, focusing on the first two chapters of The Reluctant Witness. The reading assignment for February is to read the rest of the book. For those who want to review them, Pastor Mark will copy the Facilitator’s Guide for the upcoming “Reluctant Witness” workshops.

A. Regular Business Items

- Approve minutes for last month: November Minutes, Approved via email (No December meeting)
- Directors Board Elder Representatives: No DB meeting since Nov.; Some discussion about who/how to involve DB (and/or others) in the planning for Evangelism.

B. Information or Consent Agenda Items:

• Information:

- Elder Contact Report – 2019, All quarters

Quarter	# Family Units	# FU Contacted	% Contacted	% Range	Total Contacts
Jan.-March	201	161	81%	50%-100%	496
April-June	196	122	88%	70%-100%	505
July-Sept.	185	162	88%	60%-100%	463
Oct.-Dec.	185	179	97%	90%-100%	582

- Dates Pastor Mark expects to be out of town:
 - Jan 20-31 (part pastors’ conference and part vacation time); guest preacher, Daniel Harrison, vicar (student pastor) at Redeemer Lutheran in Gresham. Brad will meet him and show him around.
 - (Tentative) February 17-25 (personal time); Rev. Bo Baumeister was scheduled to cover on Sunday the 23rd. Because he is on the Call List, Mark Hoelter will preach instead
- Bob Hinze, member of call committee gave a brief update on current status
 - Pastor Hearn was interviewed and by vote of the Call Committee was forwarded to the next stage of the process.
- January Annual Topic: Assessment of congregation’s active ministry plan
 - Each elder is to provide a brief written update on his assigned area(s) of ministry: Is the ministry area on-track in making progress on the ministry’s priorities/goals as listed in the Ministry Plan? This written update is due by the end of January. Email update to Bob & Chuck, who will compile them. The Ministry Plan with assigned areas is attached to the email with the agenda.
- A member is uncertain whether or not she was ever baptized; Pastor Mark may err on the side of grace and baptize her in case she hasn’t been.

Prayer Time

C. Discussion/Action Items:

1. Planning: EB Leadership of BLSC Evangelism (Community Outreach)

The board discussed this during the time for DB Elder Rep report; attached is an action plan filled out from November’s EB discussion, followed by some of the discussion notes from this meeting.

2. Proposal from Family & Children’s Ministry Leadership Team

The Family & Children Ministry Team made a proposal to begin the process for a full-time Director of Family Ministries, including Family, Children, and Youth, instead of waiting until the permanent pastor is in place. Chuck gave an overview of background information, including: There was EB support in August for this combined position; Michelle shared this concept of a full-time DCE position with the congregation at the August congregational meeting, and possibly not waiting until the pastor has been installed if it took too long. Discussion included the following: This position was budgeted for in the current annual budget. Regarding length of time for calling a pastor, the first-round interviews will be completed early next week; from there, the timeline is difficult to determine – it could go quickly or take several months. It might make sense to

The proposal from the Family and Children Ministry team was modified slightly as follows, and was approved unanimously with 5-Finger support:

As soon as possible the process should be initiated to begin a search for a Director of Family Ministry, including Family, Children, and Youth (DCE), rather than waiting until a pastor has been called.

The board then discussed the draft job description for the Director of Family Ministries. The board made a few revisions as follows: Added in "rostered" to the statement on certification as DCE; added in "Children, Youth, and Families" to the Leadership function, to make the three-fold areas of responsibility clear. The Elders Board then unanimously approved this revised job description, pending Michelle's placement of the concepts in the note in red text at the bottom of the approved description (attached to these minutes).

3. BSLC Marriage Policy, BSLC Statement on Marriage, Gender, and Sexuality

Brad provided background information on this topic. We do have a BSLC Marriage Policy, approved by Elders Board, August 25, 2015. A draft revision of this policy, with a few minor changes, is being considered at this meeting. Pastor Mark shared a few guidelines he would like to have included; he agreed to write those into the draft and share it with the board through email. The draft as it now stands, with the topics that Pastor Mark wants to include, is attached below.

4. Worship Committee Proposal - Announcements & Prayer

The Worship Committee would like to expand announcements (not prayer at this time) beyond Elders. Some comments were offered on this idea, but there was no objection to moving ahead on it. Elders are asked to let Mike know if they do not want to continue to be included in announcements. Mike also handed out Guidelines for preparing for the Welcome, Announcements and Prayer, which he drafted as advisory.

Tabled Items:

- BSLC Statement on Marriage, Gender, and Sexuality (moved to February)

Next Monthly Topic: Mid-year staff performance check-up

Other Topics: Evangelism Leadership planning, Marriage Policy, Statement on Marriage

Pending elder meeting topics in proposed priority order: (agreed upon, Oct. 22, 2019)

- Protecting BSLC's Ministry – Continue the review of policy/procedure documents
- Guest Speakers Policy (DB Request)
- Complete written procedure(s) for 'Member Care'
- Elder Board Policies - Cataloging, Accessibility, Overview, Review Plan
- Biblical Eldership (How do we want to function? Called/elect?)
- Mass mailings for special services

New Pending:

- Follow-up to Oct. EB Meeting Discussion: Ways and means to bring young families into our congregation

**Elders Board
Evangelism Leadership Planning**

At the November Elders Board meeting, the board unanimously approved that the Elders Board would become the BSLC Evangelism Leadership Group, accepting that responsibility as one of the board's key roles.

Task/Actions to implement this leadership role	Person responsible (Who)	When	Other Info/Status
Elders read <u>The Reluctant Witness</u> , by Don Everts	All Elders	Begin, January	John to get books
Utilize <u>The Reluctant Witness</u> for Elder Growth Sessions	Pastor Mark, Elders	Begin, January	
Pastor Mark to preach on evangelism/witnessing (Elders Board request)	Pastor Mark	Between February	"Prime the pump" with the congregation
Sunday morning Bible class on witnessing	Pastor Mark	March	

Discussion on topic:

Three-prong approach: Sermons, Bible Class, Book – Study Guide

Overall: Elders Disciple their flocks

Accountability is important – as in EE, ELIC > Report back as to what God is doing

When we plan, incorporate "congregational voice", in the planning itself.

Need to plan how we will measure

TITLE: DIRECTOR OF FAMILY MINISTRY

REPORTS TO: LEAD PASTOR

DEPARTMENT: MINISTRY STAFF

DATE LAST REVIEWED: JANUARY 2020 (Merged DFCM & DYM)

JOB SUMMARY:

First and foremost, the Director must have an active and vibrant faith in and relationship with Jesus Christ, with a passion for serving in family ministry. The Director of Family Ministry will work with the Family Ministry Team to oversee Family Ministry (Children, Youth, and Families) at BSLC, implementing our mission and values. The Director will ensure that families are growing in their knowledge of Biblical truths, are given clear and accessible ways to integrate those truths into the building of their family and are equipped with the tools they need to engage in an ongoing active Christian life. The Director will support parents as well as the whole church body in modeling and developing the faith of families, children, and youth at BSLC, will encourage all families with children to engage in the life of the church with a special emphasis on helping new families find a place to plug in, and will seek to develop clear pathways to help BSLC families connect with families in the community. It is expected and very important that the Director of Family Ministry and the Director of the Preschool develop and maintain a consistent, collaborative relationship for the purpose of creating a supportive and integrated ministry that engages preschool families in the life of children and families at BSLC. The Director must fully support the overall mission of BSLC and our stance as a theologically conservative Bible-based Lutheran Church (LCMS).

QUALIFICATIONS:

Education: Minimum of Bachelors' degree in family, youth, children ministry or related field; Certification (rostered) as DCE in LCMS preferred.

Experience: Minimum one year serving effectively in a leadership role in a congregation's family, youth, and/or children's ministry.

Knowledge/Skills:

- Excellent written/verbal communication and interpersonal skills to be able to interact effectively, tactfully and diplomatically with a broad spectrum of people.
- Demonstrated ability to organize and prioritize work with attention to detail and follow-through.
- Ability to work independently, utilizing sound judgement/decision-making skills.
- Proficiency with current technology and social media.

BSLC'S VALUES IN ACTION:

Follows guidelines set forth in BSLC's Mission, Vision and Values.

GENERAL ACCOUNTABILITIES AND ESSENTIAL FUNCTIONS

2. VOLUNTEER RECRUITMENT, TRAINING AND SUPERVISION: With the support of the Family Ministry Team, oversee and encourage all hands-on adult volunteers to ensure that efforts are coordinated to maximize effectiveness. Prepare and release volunteers to joyfully and effectively do the ministry.
3. PROGRAMS: With the support of the Family Ministry Team, ensure that all details of the family ministry, along with weekly and special events, support the mission, vision and values of BSLC.
4. LEADERSHIP: Function in a team role with all staff, while focusing on leadership of family ministry (Children, Youth, and Families). The director is a partner in the full work of the church and not only responsible for their “area.” The staff is a collaborative team seeking to integrate ministry while supporting each other. The position has flexibility as the ministry is led by the Holy Spirit.

COMPETENCIES

If competencies are required for this position (either by regulation or law), competencies will be identified and assessed by the manager according to required timeframes.

The above accountabilities represent work performed by this position and are not all-inclusive. The omission of a specific accountability will not preclude it from the position if the work is similar, related, or a logical extension of the position.

Approved by Elders Board, January 14, 2020, pending any further revisions and approval by Directors Board (see following note)

Who is “manager” – Michelle to change if advised and include who the director reports to, if that should be included in every job description.

BSLC Marriage Policy

DRAFT, 1/14/20

The marriage policy of Beautiful Savior Lutheran Church, a member congregation of The Lutheran Church—Missouri Synod, is and always has been consistent with the Synod’s beliefs on marriage. We believe that marriage is a sacred union of one biological man and one biological woman (Gen. 2:24-25, Matt 19:4-6, Eph. 5:33), and that God gave marriage as a picture of the relationship between Christ and His bride the Church (Eph. 5:32). The official position of The Lutheran Church—Missouri Synod, as set forth in 1998 Res. 3-21 (“To Affirm the Sanctity of Marriage and to Reject Same-Sex Unions”), is that homosexual unions come under categorical prohibition in the Old and New Testaments (Lev. 18:22, 24; 20:13; 1 Cor. 6:9-10; 1 Tim. 1:9-10) as contrary to the Creator’s design (Rom. 1:26-27). These positions and beliefs can be found on the LCMS website, along with other statements, papers and reports on the subject of homosexuality and same-sex civil unions and “marriage.” Our pastors and staff will not participate in any official capacity in any marriage ceremony inconsistent with these beliefs, and our church property may not be used for any marriage ceremony, reception or other activity that would be inconsistent with our beliefs and this policy.

Pastor Mark to include additional wording for the following:

- Premarital counseling
- Minimum advance notice given
- Christian worship
- Subject to pastor’s knowledge and approval