

St. Luke Lutheran Church of Sacramento, CA

Retreat & Council Meeting Minutes

August 23, 2025

Approved Minutes

15, 2025

Marlene Kiser

Retreat Called to Order at 9:06AM

Present: Chet Madison; Pastor Rob Williamson; Marlene Kiser; Laura Tice; Cathy Davis; Carolyn Andrews; Faith Thomas; Peggy Moser; Bob Behr; Punky Dias; Kathleen Arndt; and Kelly Boyer

Absent: Kirsten Ireton

Opening Prayer was provided by Pastor Rob Williamson.

Retreat

Monthly Lecto Divina Process: Led by Pastor Rob Williams.

- Matthew 28: 16 – 20; The Great Commission.
- Council members present reflected on the passage.
- Each member shared their observations and questions about the passage.

Getting to Know You

- Pastor Rob Williams facilitated an engaging activity in which participants responded to various questions and based on their answers, moved between groups. Sample questions included "Do you have a favorite book?" and "Do you have a favorite movie?"

SMART Goals and how the church uses them

What are SMART Goals:

- **Specific:** Goals should be clear and specific, answering the questions of who, what, where, when, and why. For example, instead of saying "I want to get fit," a specific goal would be "I want to run a 5K race in three months."
- **Measurable:** You should be able to track your progress and measure the outcome. This could involve quantifying your goals, such as "I want to save \$5,000 in the next year." This allows you to see how close you are to achieving your goal.
- **Achievable:** Your goals should be realistic and attainable, considering your current resources and constraints. For instance, setting a goal to "increase sales by 20% in the next quarter" is achievable if you have the right strategies in place.
- **Relevant:** Ensure that your goals align with your broader objectives and values. A relevant goal should matter to you and fit into your long-term plans. For example, if your career goal is

to advance in your field, a relevant goal might be "attend two professional development workshops this year."

- **Time-bound:** Set a deadline for your goals to create urgency and prompt action. For example, "I will complete my certification by the end of the year" gives you a clear timeframe to work within.

St. Luke's Church Procedure:

Specific - Identify three objectives to pursue collectively as a congregation and through board initiatives.

Measurable – Track progress towards the goal(s) from September 2025 through September 2026 by providing monthly board reports that include details about the specific objectives being addressed.

Achievable – Does the goal permit practical and attainable planning by both the congregation and individual boards.

Relevant – Does the goal align with St. Luke's current Mission Statement? **

Time-Bound – All objectives established by both congregation and individual boards are expected to be achieved by September 2026.

**Note: Mission Statements are normally reevaluated every 20-25 years. St. Luke's Mission Statement is currently something the congregation may want to address next year.

Brainstorming:

- Council members participating in the retreat proposed various potential ideas.
- After potential ideas were identified, a subsequent discussion was held regarding strategies to organize similar concepts into relevant groups.
- Comparable concepts were assigned a designated letter code. See the following key:

Letter	Goal Type Key
Y	Youth
A	Attendance
E	Events
M	Money
P	Productivity
F	Facilities
V	Volunteering

Brainstorming ideas with assigned designated letter code:

Goal Types	Ideas
Y/A	Young Family Attendance
A	Increasing Attendance of Home-Bound
A	Change Online Attendance to In-House
A	Increase Outreach
A	Increase Signage/Improve Clarity of Campus
F	Increase Facility Use
E	Increase Groups For Men

F	Increase Security on Campus
M	Increase Donations/Giving
A	Increase Male Participation
V	Increase Voluntering
P	Increast Collaboration
E	Evaluate Programs
P	Webpage Redesign
P	Social Media Outreach
A	Church Rename
F	Christian Daycare
E	Monthly Community Events
F	Shower Facilities
F	Community Garden
Y	Youth Summer Events
Y	Increase Youth Participation
F/M	Increase Maintenance Staff
Y	Sponsor Youth Events
M	New Roof
A	Increase Attendance
E	Bring Back Annual Events
P	Increase Participation with other Organizations/Churches
Y	Kid's Corner/Prayground
E	Increase Theological Education
F	Remove Asbestos

Mission Statement:

"Through the power of the Holy Spirit, we accept God's call to spread the Good News, Serve those in need, and Share the Victory of Jesus Christ throughout the world."

Goal Selection:

Choosing 3 goals to work on.

First goal:

Specific - Increase Worship attendance.

Measurable – Records report.

Achievable – Increase by 12 regular attendees

Relevant – St. Luke's Mission Statement, "spread the Good News".

Time-Bound – September 2025 thru September 2026.

Second goal:

Specific – Increase Theological Education

Measurable – Bible Study Class, 1st & 3rd Sunday Adult Class.

Achievable - Adult Education Forum per week.

Relevant – Yes, spiritual growth

Time-Bound – September 2025 thru September 2026.

Third goal:**Specific- Increase Visibility of St. Luke's Lutheran Church**

Measurable – Expand the frequency of events, enhance signage throughout the church premises, and strengthen the presence on social media platforms.

Achievable – Participate in four community events annually, update signage regularly, and enhance the organization's presence on social media platforms.

Relevant – St. Luke's Mission Statement, "serve those in need".

Time-Bound – September 2025 thru September 2026.

Lunch Break**Reviewing Letter of Call provisions for Pastor Rob Williams:****Special emphases of the pastor and special encouragement by the congregation:****1. During this time period, the pastor will give special attention to the following:**

- (a) Developing a relationship with the Congregation and community.
- (b) Ensuring healthy and robust worship life by working with the Council and committees.
- (c) Offering pastoral care to members of the Congregation undergoing difficult life changes.
- (d) Establishing programs and opportunities for participation by youth and families in
- (e) Taking a leading role in outreach to the surrounding community and establishing connections to other nearby faith organizations.

- A discussion was held regarding "the pastor will give special attention to the following," as outlined in items 1(a) through 1(e) above.
- Several council members expressed that Pastor Rob Williamson played a significant role in encouraging their support for worship, fostering relationships with the congregation, and engaging collaboratively with the community.
- A question was raised regarding the timeline for Pastor Rob Williams to complete the scheduled member visitations. Pastor Rob Williams acknowledged that he is continuing to coordinate with members to arrange suitable times for these visits.

2. The Congregation will encourage and support this pastor's ministry in the following ways:

- (a) Encourage all to faithfully attend worship services and be receptive to new worship ideas.
- (b) Invite and introduce the pastor to your personal community connections.
- (c) Maintain active, enthusiastic committees, Boards, and Congregation Council with full participation.
- (d) Invest time and leadership by participation in Sunday School and youth activities.
- (e) Support of Members to the pastor through volunteerism, assisting, and friendliness/joyfulness.
- (f) Establish a Mutual Ministry Committee, in accordance with the church's constitution and bylaws, to foster and facilitate communication and cooperation.

- A second discussion took place between the council members in attendance and Pastor Rob Williams regarding the ways in which the congregation and council have provided encouragement and support to him.
- Pastor Rob Williams stated that he would like the congregation and council members to focus on increasing volunteer participation in the church.

Council Meeting

Approval of Council Meeting Minutes:

- Peggy Moser moved to accept June 17th, 2025, Council Meeting Minutes, seconded by Faith Thomas. The motion passed unanimously.

Board Reports

Board Chairperson Terming Out & First Term Completion:

- The following Council Members will complete their second term at the end of 2025: Kirsten Ireton (Treasurer), Laura Tice (Education), and Marlene Kiser (Council Secretary).
- Council Members finishing their first term are: Kathleen Arndt (Community Concerns), Cathy Davis (Evangelism), Carolyn Andrews (Worship & Music), and Kelly Boyer (Property).
- The following members will complete their first term and have indicated they will not pursue a second term: Kathleen Arndt and Cathy Davis. Additionally, Kelly Boyer has expressed interest in finding assistance to co-chair the board.

Treasurer Report YTD July 2025:

- Bob Behr presented the July 2025 Treasurer's Report. Income did not meet expectations; however, expenses were lower than expected for July, resulting in a stable financial position at present.
- Finance worksheets for each board have been distributed to the respective board mailboxes in the office for review. Please ensure all completed worksheets are returned prior to the October finance board meeting.

Board Minutes Received & Send (Minutes) / Meeting took place (Meeting):

- Finance Board: Minutes/Meeting
 - Treasurer Report – Sent to Council Members
 - Finance Secretary – Not Sent to Council Members
 - Special Funds Report – Sent to Council Members
- Community Concern: Minutes/Meeting
- Evangelism: Minutes/Meeting
- Worship & Music: Minutes/Meeting
- Property Board: Minutes/Not indicated
- Youth: No Minutes/ No Meeting
- Education: No Minutes/ No Meeting

Action Items:

Finance Board – roll over CD for another 6-month term.

- Peggy Moser moved to approve the Finance Board's recommendation to renew the certificate of deposit at F&M Bank for an additional six months. Pinky Dias seconded the motion, which was carried unanimously.

Finance Board – Expenditures for checks for the checking account.

- Faith Thomas made a motion to approve the Finance Board's request for \$622.61 to acquire 1,000 checks for the church checking account. The motion was seconded by Peggy Moser and passed unanimously.

New Business

Stewardship meeting – September 9th 4:30PM. Finance Meeting prior @4:00PM

- Pastor Vern Holmes will be delivering a presentation on effective stewardship and the management of successful stewardship programs. All interested individuals are cordially invited to attend this session.

Old Business

Sale of excess St. Luke Church Property – offer from Sacramento City

- Sacramento City informed St. Luke's of a proposed offer of \$350,000 for the excess property being sold by St. Luke's. During the meeting, the church was awaiting the final offer because Sacramento City needed further approval for the purchase price.
- A discussion was held regarding the necessity of obtaining a second appraisal to ensure the church receives a fair price for the property. Pastor Rob Williamson recommended that the church engage DCG, an organization with a ministry focus, to conduct the second appraisal.

Website updates – Ad Hoc Committee:

- The ad hoc committee consisting of Kirsten Ireton, Peggy Moser, and Marlene Kiser was to be held on August 15th, but due to unforeseen circumstances it was postponed.

Round Robin:

Bob Behr

- If you have any questions regarding Budget Worksheets requested by the Finance Board, please contact Kirsten Ireton.
- Mid-year contribution sheets will not be distributed this year.
- Bob Behr is currently preparing backup solutions for VANCO.
- The Record Retention project remains pending and requires further attention.

Closing Lord's Prayer led by: Pastor Rob Williamson

Meeting adjourned at: 1:57 PM

Respectfully Submitted,

Marlene Kiser, Council Secretary

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