



## **Organizational Team**

### **Report to the Congregation**

**At the election of Church Council  
June 6, 2010**

Resurrection Lutheran Church of Alpena  
Organizational Team  
Report to the Congregation  
At the election of the Council  
June 6, 2010

## Table of Contents

- I. Introduction from Team Leader John Diamond
- II. Financial
- III. Administration
- IV. Worship
- V. Education
- VI. Communication
- VII. Fellowship
- VIII. Facility
- IX. Mission and Outreach

June 3, 2010

Greetings in the Name of Jesus Christ!

On March 16, 2010, a group of people gathered at Immanuel Lutheran Church on Wilson Street and established themselves as an organizational team to explore the possibilities of starting a new Lutheran church in Alpena, Michigan. We attempted to understand God's will for us and carry forward actions that would set the stage for a healthy ministry for many years to come. This week, with the election of the first church council of Resurrection Lutheran Church of Alpena, we believe we have accomplished what we set out to do. This is not to say the work is done, because in reality, it has only started. The seed has been planted and it has sprouted.

Early on in the development process we discussed a very simple question, "Does Alpena, Michigan need another Lutheran church?" Based on input from a number of people, we found that Alpena was lacking a congregation which stood firm on conservative Lutheran theology AND carried out ministry and worship in something other than traditional ways. There are many Lutheran congregations carrying out good ministry and we pray that each will be successful. We found that there is conservative Lutheran theology in Alpena and there is contemporary ministry and worship in Alpena. However, we could not find a congregation that offered the combination of the two, and we believed that if we could gather such a congregation, there would be more souls won for Jesus Christ. On that assumption, we affiliated ourselves with Lutheran Congregations in Mission for Christ (LCMC) who aligns with our purpose very well. We then established this statement to describe our focus:

***Resurrection Lutheran Church of Alpena is committed to being rooted in the Scriptures and the Lutheran Confessions while working to fulfill Christ's Great Commission to go and make disciples of all nations. We have a great respect for the reality that the church is where the people of God gather together around Word and Sacrament and then go forth to live as witnesses to His love and mercy.***

In these few short weeks, we have had a chance to get a glimpse of what God has in store for us. With all of you, we stepped out on the skinny branches and away from the safe places to try something new. We challenged each other and supported each other as we worked. We could have never imagined how God would pour out his blessings upon us. When we are in need, the Lord continues to provide through many people in so many ways.

In the following pages you will gain an understanding of what has been accomplished by the grace of God, what expectations we have created, and what we believe should be considered as immediate priorities by the new church council. This will close our work as an Organizational Team.

It has been nothing but a privilege to serve our Lord and Savior with all of you. Thank you to everyone who has contributed in any way; and in particular, thank you to each and every Organizational Team member for being some of the first to step out onto the skinny branches. The view is incredible.

Thanks be to God!

John Diamond  
Organizational Team Leader  
Resurrection Lutheran Church of Alpena

## Resurrection Lutheran Church of Alpena Organizational Team

Stacy Bauer  
Linda Bjella  
John Diamond  
Joanne Gallagher  
Jeff and Denise Hoeksema  
Doug Horne  
Jim Karsten  
Rodney Lang  
Augie Matuzak  
Don and Brenda Rosenberg  
Sandy Samp  
Bryan and Beth Strong  
Lisa Thayer  
Jay and Stephanie Walterreit  
Kim Wesaw  
Pastoral Consultant to the team – Pastor Jim Erickson

## II. Financial Report

Most significant accomplishments:

1. Established bank accounts and financial accounting procedures including dual-signature checks and offering deposit process.
2. Established a general ledger system in Shepherd's Staff and use dual accountability between acting secretary and acting controller to assure accuracy of all financial data.
3. Require approval for any expenditure to go through the organizational team at weekly meetings prior to expense being incurred.

Obligations/expectations created:

1. Daily financial accountability for the organization
2. Organization of offering calculation on Sunday mornings and subsequent deposit of funds.

Things the new church council should address:

1. Fund development. We are currently operating on a general operational fund, but may want to consider a building fund and give the opportunity for special offerings to that fund.
2. Short-, mid- and long-term financial planning. By design the organizational team kept their decisions short term, but we will need to address the future
3. Establish a budget with feedback from ministry groups.

**Resurrection Lutheran Church of Alpena  
Balance Sheet  
May 31, 2010**

**Assets**

Cash	\$23,520.93
Equipment	<u>\$1,895.27</u>
Total Assets	<u><u>\$25,416.20</u></u>

**Liabilities**

Tithing Accrual	\$2,387.00
Other liabilities	<u>\$0.00</u>
Total Liabilities	<u>\$2,387.00</u>

**Fund Balance**

Beginning balance	\$0.00
Year To Date Excess of Revenues over Expenses	<u>\$23,029.20</u>
Total Fund Balance	<u>\$23,029.20</u>
Total Liabilities and Fund Balance	<u><u>\$25,416.20</u></u>

Doug Horne, Org. Team  
Controller

**Resurrection Lutheran Church of Alpena  
Statement of Revenues and Expenses  
Week, Month and YTD as of May 31, 2010**

	<u>Week</u>	<u>Month</u>	<u>Year - to - Date</u>
<b>Revenues</b>			
- Offerings	\$3,972.00	\$21,376.85	\$38,873.10
Interest Income	\$0.62	\$0.62	\$0.87
Other Income	\$0.00	\$0.00	\$0.00
	<u>\$3,972.62</u>	<u>\$21,377.47</u>	<u>\$38,873.97</u>
<b>Expenses</b>			
- Bank and financial services charges	\$5.91	\$9.31	\$12.73
Education	\$42.50	\$42.50	\$211.45
Insurance	\$0.00	\$0.00	\$532.25
Licensing Fees	\$0.00	\$0.00	\$367.00
Professional Services	\$975.00	\$4,250.00	\$5,925.00
Pastoral travel	\$0.00	\$346.92	\$346.92
Rent	\$350.00	\$1,750.00	\$2,500.00
Software	\$0.00	\$0.00	\$749.98
Supplies - Operating	\$0.00	\$160.01	\$319.90
Supplies - Worship	\$0.00	\$50.65	\$129.92
Telephone	\$0.00	\$112.62	\$112.62
	<u>\$1,373.41</u>	<u>\$6,722.01</u>	<u>\$11,207.77</u>
- Tithing and Other Contributions			
L C M C	\$250.00	\$250.00	\$750.00
Lutheran Soc Svcs 3%	\$119.00	\$641.00	\$1,166.00
Lutheran World Relief 3%	\$119.00	\$641.00	\$1,166.00
Local Charity 4%	\$159.00	\$855.00	\$1,555.00
	<u>\$647.00</u>	<u>\$2,387.00</u>	<u>\$4,637.00</u>
<b>Total Expenses</b>	<u>\$2,020.41</u>	<u>\$9,109.01</u>	<u>\$15,844.77</u>
<b>Excess of Revenues Over Expenses</b>	<u>\$1,952.21</u>	<u>\$12,268.46</u>	<u>\$23,029.20</u>

### III. Administration

Most significant accomplishments by the grace of God:

1. Installation and development of Shepherd's Staff software, including the membership records, attendance records, giving records, financial records and management of volunteers for different ministries.
2. The drafting and approval of the Constitution and Bylaws, attaining corporate status on a state and federal level and attaining charitable organization status through LCMC.
3. Keeping organizational team decisions short term.

Obligations/Expectations created:

1. Regular input and management of the Shepherd's Staff database. About 10 hours per week, depending on level of new members.
2. Sunday morning: Envelopes for visitors and members; badges for team members; attendance records.
3. Simply Giving management and promotion.

Things the new church council should address:

1. Staff development including service leader, pastor and an administrative person.
2. Evaluate the need for a permanent location including an office with staff and necessary equipment.
3. Develop personal outreach to members and visitors (re: recognizing birthdays, anniversaries, etc)



## IV. Worship

Most significant accomplishments by the grace of God:

1. A blended worship service, or better described as convergence worship, meaning "the coming together of historic and contemporary worship".
2. Every worship service includes a children's sermon, guest preacher sermon, lessons according to the Revised Common Lectionary and communion. The service is presented through the use of PowerPoint projection thereby eliminating the need for a hymnal.
3. The use of lay people to participate in worship services including greeters, ushers, lectors, assisting ministers and worship setup. The guest preacher's role is limited to a 5-7 minute children's sermon, reading of the gospel and a 15 minute sermon based on the gospel lesson and assisting with communion distribution. Use of Reclaim as a resource for the liturgy and prayers of the church ([www.reclaimresources.org](http://www.reclaimresources.org)).

Obligations/expectations created:

1. Julie Wood is a very talented musician and has flourished as our Worship Leader. She has set the bar high for what is expected at the worship service. Julie is very professional, a giving person and a magnet for musical talent within and outside the congregation. She has added a dimension to the worship service beyond our initial expectations. Without her we would be at a great loss.
2. A good flow to worship with all elements of a Lutheran service. We strived to provide an order of service that is consistent yet has components that provide for a spirit-filled experience creating a feeling of freshness and a new beginning. Thanks to the congregation, we have a sense of being able to make mistakes as we go - keeping it simple, but not afraid to try new approaches.
3. The facility of First Church of God is clean and orderly with a host very supportive of our ministry. Accommodating is an understatement.

Things the new church council should address:

1. Review Julie's existing contract and decide how long to extend her services with RLCA. Her existing contract is up on 7/4/2010.
2. Review our arrangement with First Church of God and decide on how long to extend our stay.
3. Decide the proper procedure for selecting guest preachers and assisting ministers.
4. Finding a Pastor that is helpful and will continue to promote the involvement of our lay people.

## V. Education

Most significant accomplishments by the grace of God:

1. Laying the groundwork for education; Adult Bible studies, the beginnings of Sunday school, and a youth group
2. Keeping the kids together, carrying them forward to the new church without losing any of them.
3. Confirmation!

Obligations/expectations created:

1. We created an expectation that Education, for all members of all ages, is going to be a priority at RLCA
2. We have an obligation to develop a system that helps all ages of youth and adults learn the basics of our faith and develop healthy habits as disciples of Jesus Christ. This should be in place by the fall of 2010.
3. We set an expectation that the education we provide will be through fun, interesting or unique means.

Things the new church council should address:

1. Setting up an education committee that is active, involved and thrives on thinking outside of the box.
2. Continuing to support the education committee by allocating appropriate funds to do quality Youth and Family Ministry at RLCA.
3. Opening the lines of communication by having at least one of the council members sitting on the education committee.

## VI. Communication

Most significant accomplishments by the grace of God:

1. Designed, developed and posted our website ([www.rlca.us](http://www.rlca.us))
2. Approved and put into use our logo
3. Ordered and posted a banner outside the FCOG facilities

Obligations/expectations created:

1. Updating information on website, keeping it current with weekly posting
2. Ongoing promotions and public relations activities such as media releases advertising.

Things the new church council should address:

1. Staffing to maintain and expand website
2. Create and implement advertising schedule

## VII. Fellowship

Most significant accomplishments by the grace of God:

1. Organized time after the church service that allows the congregation a time to get together, learn more about each other, help our church expand and grow as well as help our congregation build tighter bonds with each other. This in the long run will create a stronger church.
2. Sign up sheet established for people to sign up to bring snacks each Sunday, in addition to a monthly sign-up for groups to help prepare the Fellowship hour.
3. The last accomplishment is one that is more of an accomplishment for our congregation. We are **great givers**. Each week our congregation gives more than enough to help support our Fellowship hour. This money is used to purchase the paper products, coffee and supplies, extra snacks, special desserts (Confirmation, Graduation) etc. These supplies are stored in a storage locker next to the kitchen.

Obligations/expectations created:

1. There is an obligation for the members of our church. Each Sunday we have an assortment of snacks and beverages available that are donated by church members. The organization and preparation for this is taken care of by different group of people each month. This is time that the congregation looks forward to each week.

Things the new church council should address:

1. In the future it is hoped that the church council will encourage others to attend Fellowship and help to support its continuation.

## VIII. Facility

THANKS BE TO GOD FOR OUR FRIENDS AT FIRST CHURCH OF GOD!

Most significant accomplishments by the grace of God:

1. We secured a clean, comfortable, easily accessible facility to worship in from the beginning.
2. We set up and are running fellowship hour after service.
3. The other thing that is not outwardly visible to the casual observer is the fact that the actual physical structure has a huge impact on how our Sunday flows and works. Even though it is not our building and we are not able to modify it to meet our needs we have fit right in and to those that attend our services and fellowship it "feels" like it is our church building.

Obligations/expectations created:

1. That worship be pleasing, comfortable, friendly and focused on the message and not so much on the physical surroundings. After all it is not the building that we should be so attached to but to the message and the real reason we come to worship. We meet to share a common bond, to sing, praise, lift up and share the message of God through a clean usable facility. Whether we know it or not after our first service we have set a standard for how our congregation will be seen and how it will be projected to others.
2. We have an ever increasing expectation to enhance our experience with worship and behind the scenes our physical facility plays an important role in this. By knowing what works we can hone in on what we want in a future facility, how we want it to function, look, feel, in order to keep us moving forward.

Things the new church council should address:

1. The most important thing we need to have is vision. Vision to see the present but to plan for the future. We need to be mindful of our needs and to take input from all areas of our congregation and be diligent and deliberate to make good decisions for future facilities. Our most important first step will be to figure out together where home will be.
2. We will next need to address what our church will look like in a year, two years, five years and beyond. This will need to be well thought out because the wrong facility will cause problems and incur extra costs to fix.
3. We need to be visionary and have a great wish list keeping practicality in mind to make sure we keep moving forward with our ministry. Church Council will need to know how to balance when and how the next steps need to be taken. So much has been accomplished so far but the future holds so much more opportunity for growth that Council will need to act with conviction, nerve, and vision. Council will need to listen very intently to our congregation for the details of our permanent home. The input of the congregation will be critical for buy-in of any decisions and financial support.

## IX. Mission and Outreach

Most significant accomplishments by the grace of God:

1. Established congregational tithing as a first **financial priority**. 3% to world charity through Lutheran World Relief, 3% to state charity through Lutheran Social Services of Michigan, and 4% to a local charity to be decided monthly. In addition we have financially supported the work of Lutheran Congregations in Mission for Christ (LCMC) through a monthly designated gift.
2. Established **material giving** through monthly projects such as cleaning products for the residents of Lutheran Community Manor, soap for Lutheran World Relief, and toiletries for Huron and Hope Houses of Alpena. This work is being coordinated by Cathy Moe, Sandi Owens, Dawn DesChamps, and Sarah Moe.
3. **Serving with our hands** through assisting with Thrivent's "Make A Difference" project on Rotary's Mill Island Park and the upcoming Mission Road Trip for senior high youth with Living Water Ministries.

Obligations/expectations created:

1. Have provided resources for pastoral care through July 3.

Things the new church council should address:

1. God has clearly charged us to go and make disciples. To that end, establish a team that will develop systematic processes for this congregation to reach out in this community to those who do not yet know Jesus Christ as their Lord and Savior.
2. Firmly establish as a priority that this congregation will always look beyond its own needs by reaching out to serve others through the continuation of the work listed above and furthering it by establishing a team to search out opportunities that align well with the gifts this congregation has to share.
3. Provide pastoral care resources after July 3.