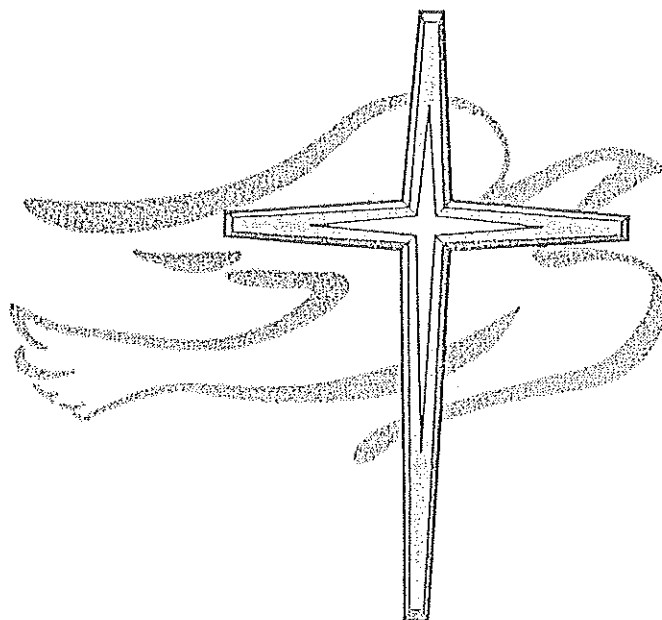


*Christ Lutheran Church, ELCA
7809 Woodman Road
Richmond, VA 23228*



2009 Annual Report

OUR MISSION STATEMENT

Brothers and sisters graced with the Cross of Jesus Christ, joyously drawn together by the Good News into a ministry of seeking, sharing, caring and serving.

Dear Christ's People,

For the message about the cross is foolishness to those who are perishing, but to us who are being saved it is the power of God. For God's foolishness is wiser than human wisdom, and God's weakness is stronger than human strength. God is the source of your life in Christ, who became for us wisdom from God. For I have decided to know nothing among you except Jesus Christ and him crucified. - I Corinthians 1:18, 25, 30; 2:2

I love a roller coaster ride. Years ago our family would go to King's Dominion for the Hurler, the Anaconda and the Rebel Yell. Going up and down is just such a thrill! Loops are even better!

But whatever the world has been riding on for some time now is no simple Scooby Doo ride! Corporate and personal greed help to create the dips that tend to lose people. Someone tagged this economy as "The Great Recession." "Wars and rumors of wars" abound; then there is the weather.

And we must acknowledge the struggles our ELCA is having with the economy and the August vote of the Churchwide Assembly concerning congregations choosing to call gay pastors in committed relationships. We have had two forums about this vote; our two pastors continue to have personal conversations with many in our church. Where this will take us as a congregation and a denomination is not known. From the world's viewpoint, it could be disaster. As people of faith we can only offer ourselves into God's hands.

One of the very satisfying rides in 2009 was the calling of our Associate Pastor. The self-study helped us reflect upon who we are and where we want to be. The Call Committee, guided well by Trenton Hizer, kept us informed and offered to us a viable candidate. How blessed we are to have a "perfect match" in Pastor Kristin Hunsinger. She started on April 1, and by the weekend was deeply involved in Holy Week plus the funerals of two of our members. Pastor Kristin has assumed leadership in Youth Ministry and Educational Ministry; she also preaches, teaches, leads worship and visits. I could not be any more pleased! In fact, we remain on that wonderful roller coaster train that can bring us to varying and many levels of ministry.

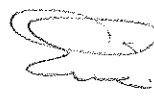
For a number of years now, we have maintained a strong staff. I am convinced that we were able to call a second pastor because of the varied gifts and the consistent work of this dedicated group. My thanks to each: Katy Vess (Administrative Assistant); Linda Keener (Music Director); Susan Nepomuceno (Program Liaison); Cathy Lantz (Parish Nurse). I am also thankful for the Congregation Council under the capable leadership of our president, Karl Hade, and vice-president, Rakup Richard. What a blessing they have been in holding the course to remain faithful to our calling as the Body of Christ. Also thanks to our Mission Team Captains, Ministry Leaders and all who volunteered for this particular train called Christ Lutheran Church.

Though the world around us seems to be in dismay and for many it may feel like that the roller coaster ride will not end well, we have a divine stabilizer. We believe that we are not "perishing;" we have and proclaim a message of hope and new life in "Christ and him crucified" for all the world to know. He is our wisdom, our strength and our source of life. As we focus on Jesus, we will remain steady, no matter what the ups and downs and loops may be.

So I call upon each of you to affirm, "Yes, I hold to this crucified and risen Lord; I commit to sharing this Lord with those who are crushed by the forces of this age and I will continue financially, physically and vocally to support this work through Christ Lutheran Church." We will not waver in our mission to welcome nor abandon what is central to us: "Christ and him crucified." This is my fervent prayer and our task for the new decade.

Finally, I offer my thanks to Donna, my partner in faith and life. Without her and her commitment to Christ and the Church I would not be able to serve you with such certainty and hope.

In Nomine Jesu,

Pastor 

To the family and friends of Christ Lutheran Church,

What a year this has been for all of us. I feel truly blessed to have been called to serve here at Christ Lutheran Church in the early spring of 2009. It has proven to be wonderful fit and I am so thankful to Pastor Moehring, the call committee, the church staff and church council, and to the entire congregation for making me a part of this community of faith. Along with being called here, two highlights of this past year were my ordination on June 6 and installation on June 21. Both services were amazing and I will never forget them. After so many years of preparing for those days and for this work, I am incredibly blessed to be here at Christ Church and to share the work of the Gospel with you.

After beginning work here on April 1, I jumped right into ministry in this place. By the end of my second week I was actively involved in the life – both the joys and sorrows – of this congregation by participating in Holy Week and Easter services as well as assisting at 2 funeral services to say goodbye to beloved members of this family. While my first two weeks may not have gone as I would have planned, they embedded me into the life of this congregation and showed me the heart of the people here. For that, I am grateful.

Since April I have continued to be involved in the worship life of this congregation, sharing the responsibilities for preaching and worship leadership with Pastor Moehring who has been a better mentor and colleague than I ever could have asked for. I have also assisted with visitation, teaching, music, and other activities in the life of this congregation. However, much of my time has been spent in Christian Education and Youth Ministry, which are detailed below.

In the fall of 2009, the children's Sunday school classes began a new curriculum, SPARK, aimed at sparking our children's interest in the Bible. We opened the year with Rally Day on September 13 where we presented SPARK Bibles to our children in third – fifth grade and Lutheran Study Bibles to youth in sixth grade. We also ordered new Spark Story Bibles for our younger children which they have greatly enjoyed reading. The Children also participated in the Christmas pageant on December 13 where they enacted the Nativity story through word and song. Confirmation students continued a Sunday school series of spending a year each on the Old and New Testaments and the high school youth continued with topical studies.

Adult Christian Education changed slightly in the fall of 2009. Adult Sunday school classes were separated into 4 – 6 week blocks, so that every few weeks a new Bible study started. This has offered different people an opportunity to teach as well as a wider variety of topics. It also allowed Pastor Moehring, Susan Nepomuceno, and I a chance to teach a new member class during the Sunday school hour in November. Pastor Moehring has also put together a theme for the Bible studies during the monthly Trinity Gatherings for the 2009-2010 year.

As part of Christian Education and at the suggestion of the church council, I have worked with others to create fellowship opportunities during the year so that we can continue to learn to live together as the body of Christ in this place. This included summer luncheons, Rally Day and Reformation breakfasts during the Sunday hour, and a potluck dinner after the Children's Christmas program on December 13. The involvement with these fellowship opportunities has grown with each event.

The youth of Christ Church had a wonderful year in 2009. Youth anywhere from 5th grade through 12th grade participated in Virginia synod youth events throughout the year. In January 13 high school youth and 2 adults along with Pastor Moehring traveled to Winter Celebration with 2 of our youth serving on the planning team. In March 1 fifth grader and 1 adult attended 7th Day. Then in June 3 youth attended youth assembly alongside Virginia synod assembly and later in the month 7 high school youth and I attended Kairos at Roanoke College. In November 9 seventh and eighth graders, 2 adults, 4 college students, and I attended Lost & Found.

In July 14 high school youth and 4 adults made the long trek down to New Orleans, LA for the ELCA national youth gathering with the theme Jesus, Justice, and Jazz. It was a wonderful week where we joined 36,000 youth and volunteers (including one of our college students) from around the nation and even the world. We had a chance to worship together in the Superdome, listen to amazing speakers, participate in service projects for the city of New Orleans, and have a lot of fun and adventures along the way. Thank you again to all who helped to support us in this.

This has also been a year of change for the youth group as 17 students graduated from high school and left for college or military service in June. While saying goodbye to that many participants made a definite impact, the youth group has remained strong and active in RALY (Richmond Area Lutheran Youth) activities such as Hunger Rumbblings, a fall bonfire, and the Advent event as well as in regional events like the Kairos re-union. Within Christ Church, youth planned and led Sunday worship services on May 3, have continued to plan and lead worship during Village Nights, participate in service projects, fundraisers, and fellowship activities, and serve the church in many areas such Order of St. John, musical ensembles, VBS, Fall Festival, to name a few.

I would like to thank everyone again for your support and your generosity over this past year. I never expected to end up in Richmond, or even in Virginia for that matter, but I can see that God was at work leading me here to you. I would like to thank Pastor Moehring especially for all of his guidance and support. I am looking forward to continuing to settle into my home here in Richmond and here at Christ Church just as I am looking forward to the many opportunities and ministries God has in store for us in the future.

In peace,

Pastor Kristin Hummer

BAPTISMS IN 2009

Samantha Kristine Horn	2 - 25
Ashley Renae Wilson	2 - 25

FIRST COMMUNIONS IN 2009

March 29

Danielle Butler
Emily Karn
Peyton Reilly
Ashley Wilson

CONFIRMATIONS IN 2009

May 31

Sarah Marie Ramsey
Hannah Katherine Yucha

STATISTICS, 2009

Baptized Membership, End of 2008: 575

Baptized Membership, End of 2009: 575 (483 Confirmed; 92 Unconfirmed)

Confirmed Membership, End of 2008: 479

Confirmed Membership, End of 2009: 483

Received by Baptism: 2 (2 children)

Received by Affirmation or Transfer: 8 (7 confirmed; 1 unconfirmed)

Baptized Who Were Confirmed: 2

Removed by Death: 3 (3 adults)

Removed by Transfer: 5 (3 confirmed; 2 unconfirmed)

Removed for other reasons and statistical adjustment: 2 (2 confirmed)

Confirmed Members Who Have Communed: 300

Unconfirmed Members Who Have Communed: 18

Active Confirmed Membership: 266

(Confirmed, Contributing, and Communing during 2009)

Average Weekly Worship Attendance: 167

CONGREGATION COUNCIL MEMBERS AND OFFICERS FOR 2010

Council Members: Rob Barricklow (Vice-President), Danielle Bosdell, Melony Bosdell, Lori Faudale, Frank Greenday, Trenton Hizer, Faith Hobson, Jennifer John (President), John Jung, Jim Pickels, Luke Ramsey, Joe Williamson. Treasurer: Paul Quel; Financial Secretary: Cindy Williamson.

Thank you to those Council Members who served in the year just past and who have now gone off of council: Ken Bjelstrand, Karl Hade (President), Jan Niemeier, Luke Ramsey, Rakup Richard (Vice-President), Kim Yucha. Youth Representatives: Danielle Bosdell and Beth Williamson, Council Secretary: Anne Harris.

MISSION TEAM LEADERS FOR 2010

Diane Kellogg (Sharing), Kay Rilee (Caring), Jim Schnellenberger (Serving), Harry and Heather Heckel (Seeking).

Thank you to the Mission Team Leaders who served in the year just past: Diane Kellogg (Sharing), Kay Rilee (Caring), Jim Schnellenberger (Serving), Harry and Heather Heckel (Seeking).

CALL COMMITTEE

Thank you to our Call Committee: Mason Carbaugh, Leif Gyllenhoff, Trenton Hizer, Margaret Hudgins, Emma Lantz, and Cheryl Matson.

MARRIAGES IN 2009

January 9

Kenneth Bjelstrand and Pamela Kilgore

September 21

Michael Gardner and Adria Delph

October 17

Graham Smith and Carolyn Conover

DEATHS IN 2009

Jean Deihls	Died 04-06	Funeral 04-09
Nancy Carey	Died 04-06	Funeral 04-11
Clifford Anthony	Died 06-20	Funeral 06-24
Maude Ransone	Died 08-30	Funeral 09-02
Sara Heckel	Died 09-03	Funeral 09-09

MEMBERS RECEIVED, 2009

Dennis Burns from Resurrection Lutheran Church, Lebanon, OH

Donna Burns from Resurrection Lutheran Church, Lebanon, OH

Frances Burford from Holy Trinity Lutheran Church, Lynchburg, VA

Steve Charlson from St. Matthias Episcopal Church, Midlothian, VA

Carol Grayson from Our Savior Lutheran Church, Warrenton, VA

Jeffrey Harris by Affirmation of Baptism

Laurie Snyder from First Lutheran Church, Towson, MD

Kendall Snyder from Lutheran Church of the Cross, Rockville, MD

TRANSFERRED AND REMOVED FROM CHRIST LUTHERAN IN 2009

Flo Smith to Glen Allen Baptist Church

Stefani Reiss to Glen Allen Baptist

Brittany Reiss to Glen Allen Baptist

Jennifer Bocclair Berg to Grace Community Presbyterian Church

Dale Hupp removed at own request

Nathan Hall to Christ Lutheran Church, Baltimore, MD

President's Report January 23, 2010

What an exciting and challenging year. In the midst of the greatest economic downturn since the Great Depression, our congregation honored its commitment to call an associate pastor to assist Pastor Eric and support our youth ministry. Pastor Kristin Hunsinger joined our family at Christ Lutheran on April 1, 2009. We owe a special thanks to our Call Committee, Trenton Hizer (Chair), Mason Carbaugh, Leif Gyllenhoff, Margaret Hudgins, Emma Lantz, and Cheryl Matson, for their due diligence in providing us with such an outstanding candidate. Likewise, thank all of you for your overwhelming vote of support for Pastor Kristin and for everything you have done to make her feel welcome here at Christ Lutheran. She has made an immediate impact and we are blessed that she accepted our call.

In 2009, we were very fortunate to have team captains for each of our four Mission Teams, Diane Kellogg (Sharing), Kay Rilee (Caring), Jim Schnellenberger (Serving) and Heather & Harry Heckel (Seeking). I would like to thank each of them for their commitment and leadership throughout the year. I encourage you to read the Annual Mission Team Reports for a recap of the many activities that were a result of the hard work and efforts of all who worked on each of these Mission Teams.

In 2009, Heather Heckel took over as webmaster for our church website, www.christlutheran.org. She did an outstanding job with the redesign effort and continues to work hard on maintaining and updating the website on a regular basis. Our website serves as an invaluable resource for attracting new members to our church as well as keeping our congregation informed of upcoming events. On behalf of Council, thank you Heather for a job well done.

Our Church Constitution has not been updated for quite sometime. Starting in 2008 and continuing into 2009, Jennifer John and I have worked to make the modifications suggested by the Synod. This revised document will be reviewed by Council in 2010 and will be presented to the congregation for approval.

At Council's request, the Henrico County Police Department performed a security audit for our Church property and made a number of recommendations for improvements. These items were reviewed by Council and hopefully can be incorporated into future site work as the budget permits.

In April, we were all saddened to learn of the loss of our dear friend and fellow Council member, Nancy Carey. Nancy passed away after a courageous battle with cancer. She was a longtime member of Christ Lutheran Church and loved our church dearly. Even during her personal fight against this disease, she continued to serve on Council and supported the Church's many ministries. Nancy's husband, Stan and their family contributed the metal fence that now borders our prayer garden. What a beautiful

addition to our church property and it will serve as a constant reminder of our friend and God's servant.

Throughout 2009, our nation, state, neighbors, friends and congregation continued to face many economic difficulties. Early in the year, we incurred an unexpected and expensive HVAC expense. Fortunately, Council was able to secure an interest free loan from the Virginia Synod to help ease the short-term burden of this expense. Council greatly appreciates your efforts this past year to meet our financial commitments during this very difficult economic time.

Our Stewardship and Budget Formation Committees also faced challenges with the pledge campaign and the development of a budget for 2010. I know personally how hard these committee members worked and thank all who participated in this process. Once again, you the members of Christ Lutheran responded with a strong pledge commitment during these challenging times. Your Council took seriously its job of being faithful stewards of your hard earned dollars. Difficult and thoughtful deliberations went into preparing the 2010 budget. I am happy to report that for the second year in row, the budget was available for review and approval in early December. Thank all of you for your commitment and support to the many ministries here at Christ Lutheran.

Finally, I would like to thank all my fellow Council members, Rakup Richard (Vice-President), Ken Bjelstrand, Melony Bosdell, Patty Franz, Frank Greenday, Faith Hobson, Jennifer John, Luke Ramsey, Joe Williamson, Danielle Bosdell, Beth Williamson, Paul Quel (Treasurer), Anne Harris (Secretary), Cindy Williamson (Financial Secretary), Pastor Eric, Pastor Kristin and staff for all their support and service throughout this past year. Together, we faced many challenges and celebrated a number of wonderful accomplishments. I also thank all the members of Christ Lutheran who offered their support and words of encouragement. It was a privilege to serve, thank you for your confidence in me. Best wishes to Jennifer John, President, and all our Council members in 2010.

May God continue to bless our church and each of you.

Best wishes always,

Karl R. Hade

Program Liaison Report 2009

As we at CLC prepared for the arrival of our associate pastor, the focus of the position of discipleship coordinator changed, in order to better explain the position, the title was changed to program liaison. The focus continued to be families with young children, but to also include a major supporting role with the development of new programs and support existing programs.

April 2009, the Lakeside Networking & Support Group formed with the following mission; to share our experiences, resources, and encouragement as we navigate the challenging journey of employment changes. Find us at "Lakeside Networking & Support" in the LinkedIn Group Directory at www.Llinkedin.com The group meets 2-3 times per month, resource center is available 24/7 on both the welcome table and the book case in the Fellowship Hall. This group serves both members of CLC and the greater Richmond area.

The first Fall Festival and Art show October 24 was a wonderful event not only showcasing CLC, but the many talented artists and craftspersons. This was a juried art show and proceeds from the sale of donated items went to support the Lakeside Networking group, youth ministries, and future mission trips of our members. Thanks to Randolph Macon students, Hanover Cooperative Extension and Western Hanover 4-H for providing excellent hands on science programs and pony care demonstrations. We also had games, face painting, food, and fellowship for all. We had many community persons attend the event. also for the first year we had award winning Lutheran Apple Butter for sale, to raise funds for mission trips. Plans are to continue this as a annual event to spread the word about CLC.

The annual Chili Cook off was held the following day October 25 and once again the wonderful cooks provided an array of chili, soup, breads and fellowship. Youth used the funds from this event to support Safe Harbor domestic Violence Shelter.

Littlest Lutherans continues to grow, and provide a constant presence in the daily life of Christ Lutheran Church. The families meet monthly for fellowship, meals and community service. The group annually visits local nursing homes for caroling, helps with CARITAS, and this year the families and children placed entries in the Chili Cook off.

Cool Christians for families with children from kindergarden through 5th grade meets monthly for fellowship and community service.

Village Nights provide opportunities for fellowship, meals, and Bible Study. The study focus this past year was The Book of Faith, lead by Beverly Aurand. The youth continue to provide inspiring worship to close the evening and give us food for thought.

The nursery continues to provide a welcome atmosphere for all who utilize the facility.

The welcome table and bulletin boards provide opportunities for ministries to advertise upcoming events. Community events are also advertised as well.

New members also receive welcome bags with information about Christ Lutheran, church directories, and coveted coffee mugs. New parents receive welcome folders with information pertaining to the many programs for families at CLC.

Advertising no longer appears in the Richmond Times Dispatch, but on the website which has proven to be more effective. Banners are regularly on the outdoor sign, highlighting weekly and special events. This has proven to be very effective and has brought in new members and community members to events.

Our lives center around work, study and service and when we work together in community we can greatly increase the effectiveness of our ministries. Thus we support and empower each other to greater service and study. Study for the mind, Service for the heart and Work for the Hands!

Susan Nepomuceno

Report of the Music Director – 2009

On February 7, I participated in the Council Retreat at Epiphany Lutheran Church, which was the first time for me to do so. It was a very well-run and worthwhile event. I hope to attend more of these retreats.

One of the highlights of the past year was the Variety Show on March 14 and 15. What a fun evening we had! Thanks to all those who helped plan and execute this event, as well as all the participants.

On Saturday, March 21, five of our bell ringers participated in a handbell workshop and festival in Glen Allen. All those who went said it was a very helpful and worthwhile event. I hope more of our ringers will consider attending one of these events in the future.

On Palm Sunday, April 5, some of our Chancel Choir members participated in a joint choir presentation of Fauré's "Requiem" at Lakeside United Methodist Church, with chamber orchestra and myself directing. We are planning another such choral concert this coming Palm Sunday, possibly at our own church (to be determined).

In May we hosted the Collegiate School Choir, which was very special as it was Brooks Jung's last year in that group, before leaving for college. Also in May, the Spring Music Festival was held on the 17th, with various performers providing "dinner music" during the lunch, and then the Joyful Noises presenting their annual play.

A most festive installation service was held for Pastor Kristin on Sunday, June 21, with many musicians adding to the occasion. Inspiring!

August 5-7 I travelled to Philadelphia to attend a church musicians' workshop presented by Augsburg Fortress. I always find some great new music and new inspiration at these events, and very much appreciate the congregation's support, as part of my continuing education.

On Monday evening, September 21, I called together and hosted a dinner meeting of Lakeside church musicians, to network and share ideas (and possibly music). We decided to meet quarterly, and the next meeting will be at Hatcher Memorial Baptist in January.

On Sunday, November 15, we hosted the Freeman High School Choir, and were they ever a treat! I hope to have them back again next year.

Some of our Chancel Choir members sang in the joint choir for the Lakeside Community Thanksgiving Service at Hatcher Memorial Baptist on November 24. It's always a treat for a small choir such as ours to sing in a large group. The sound is amazing!

Many members of our music groups will participate in the Christmas Pageant on December 13; many will go caroling and have our annual dinner and white elephant gift exchange at Nancye Brewer's on the 12th; and the Joyful Noises will go caroling to some homebound members on the 20th.

Twice this year, we put together a small "orchestra" to play a prelude for worship, and I hope to continue this practice. It is a good opportunity for young people and adults to serve in a way they can't do on a regular basis, regardless of their level of expertise.

Many thanks to Diane Ransone for assuming leadership of the Cherub Choir this year, after Rachel Faust departed for college.

There's a lot going on, and a lot of inspiration and fun to be had in our music ministry!

Linda Keener

2009 Annual Report of the Parish Nurse

The *vision* is for all to know God's healing grace through the integration of faith and health and the *mission* is to integrate health and wholeness into our faith through:

Caring --- visitation, ministry of presence
Healing --- healing services
Resources---identification of and referral to resources
Information --- articles, bulletins inserts, literature
Support --- prayer; supportive congregational networks
Teaching ---sessions, classes

The *Parish Nurse* is a registered nurse committed to helping parishioners meet their whole health needs of body, mind, and spirit by being a health educator, health advocate, health counselor and health support facilitator.

A summary of activities of the Parish Nurse in 2009 follows:

- Monthly newsletter articles and bulletin boards (at the entrance to the Christian Education Building) were posted. Health information was also available at the Welcome Table and often in the restrooms, too! A mini-health 'fair' was held during our Fall Festival.
- A great deal of time this year was spent in visits and support of members. Please contact me if I can be of help to you.
- Blood pressure checks happen between church services and on request.
- Safety Preparedness: The first aid cabinet mounted on the wall outside the kitchen was monitored and stocked. First aid kits were stocked and provided for all mission trip teams and for our CARITAS guests. Individual, family, building and disaster safety information has been shared throughout the year. This year there was a great deal of emphasis, consultation and education about the H1N1 flu pandemic to the staff, congregation and community. Areas of the church were supplied with hand sanitizers, tissues and cleaning supplies where appropriate.
- Two services of healing and Holy Communion were held in 2009. Many thanks to the choirs, musicians, candle lighters, anointers and others who work to behind the scenes to make these services meaningful and special for all of us.
- A small group of interested members have continued informal discussions about modifying our sanctuary to make it more accessible and welcoming to those who are physically handicapped. With God's help, in 2010 may we come closer to implementing these changes. If you are interested in this work, please contact me.
- As a certified Arthritis Foundation instructor in the "Take Control with Knowledge: A Self-Help Program," Janice Lynn, Parish Nurse at Hatcher Memorial Baptist Church and I offered a 6-week course for 12 participants in the spring and are exploring offering this self-help course in 2010.
- I attended monthly faith community nursing meetings, continuing education programs and participated in panel presentations about Parish Nursing through the Bon Secours network.
- I serve as a resource to unique parish health ministries, including the Prayer Shawl Ministry (lead by Margaret Hudgins), and Carenet/Meals Ministry (lead by Kay Rilee).
- I am staff liaison with the Caring Mission Team Leader and attended staff and mission team captain meetings as scheduled.

- One of the largest commitments of my time and energy this year has been as facilitator of Lakeside HealthCARE (LHC). This ministry consists of Parish Nurses and health care advocates from seven Lakeside churches. I would like to thank the Lakeside clergy group for their support and enthusiasm for this ministry in its first year. LHC has accomplished much and has an ambitious agenda for 2010. So that you can become acquainted with LHC, please read the attached description and summary.

- I moved into an office and work space located to the right of Pastor Eric's office. Many, many thanks to the Congregation Council, Property Ministry, Jim and Betty Schnellenberger, and Billy Hockman for sharing their time and expertise to help establish this wonderful work space. I have many resources and materials to share with you and hope you'll come by to see the office and let me know how I can be of help to you. We can even do computer searches now!

Thank you all for allowing me to serve as Parish Nurse. Please contact me at home at 746-4743 or at cathy.lantz@comcast.net if I can be of help to you or if you are interested in the Parish Health Ministry or in Lakeside HealthCARE.

Respectfully submitted,

Cathy Lantz, MS, RN, FCN

Overview and 2009 Annual Report
Lakeside HealthCARE Ministry

Name of Ministry: Lakeside HealthCARE

C...community, congregation

A...assess

R...resource, refer

E...educate

Mission Statement

Lakeside HealthCARE is called to serve the Lakeside community in a Christ- centered fashion by assessing health needs and providing education, resources and direction to health services.

We have defined our community as:

- Clients at LAMB's Basket and Our Lady of Lourdes food pantries
- Lakeside congregations
- Lakeside community

Goals and Objectives

Goal: Assess health needs in Lakeside Community

Objectives:

1. Develop a questionnaire and survey food pantry clients (in process) and congregations (pending)
2. Review Lakeside health statistics at Henrico Social Services (done)
3. Explore Lakeside health needs as seen by Lakeside schools (pending)
4. Check perceptions of health issues with our clergy and parish health ministries (ongoing)

Goal: Publicize our ministry's mission and services

Objectives:

1. Develop a brochure, logo, banner (in process)
2. Explore utilizing the following media: church bulletins, websites and newsletters; local newspapers, Parish Nurse network (in process)
3. Consider posters, mailings?

Goal: Provide and direct the Lakeside community to health resources

Objectives:

1. Develop and maintain a list of resources to include free clinics and medical services (ACCESS, etc), Henrico County Social Services resources, Pharmaceutical assistance, transportation, Capital Area Agency on Aging (Senior Connections), Pregnancy Resource Center, etc (in process)
2. Continue to stress to Bon Secours the need for Care-A-Van mobile clinic in Lakeside (in process)
3. Determine what services, like Red Cross, are active in Lakeside area. (pending)

Goal: Education

Objectives:

1. Develop an annual monthly health education plan (using National Health Observances as an annual guide), Each church is assigned a topic each year to shared with all congregations and food pantries (in process)
2. Obtain representation from all Lakeside congregations (pending)
3. Offer a large community educational event at times throughout the year; e.g., health fair, dinner program, speaker, etc. (First event, a men's health breakfast was held October 3, 2009. Educational events are planned in spring and fall, 2010.)

In summary, our first year accomplishments include:

- Selecting a name and developing a mission statement and goals and objectives
- Soliciting a solid working membership from Lakeside Baptist, Lakeside Presbyterian, Lakeside United Methodist, Overbrook Presbyterian, Hatcher Memorial Baptist, Our Lady of Lourdes Catholic and Christ Lutheran churches
- Developing and implementing a "mini health" survey in English and Spanish for food pantry clients
- Collecting and reviewing Henrico county health statistics re: Lakeside community
- Developing an annual monthly health education plan for our congregations
- Beginning work on publicity
- Beginning work to compile directory of local health resources
- Beginning work in community outreach
- Plans to assess health needs in our congregations include collaboration with Rev. Beverly Aurand in a research study linking faith, spirituality and health

Challenges for next year:

- Refine goals and objectives
- Strengthen and/or create relationships with community (e.g., school systems, food pantries, congregations, medical services)
- Prioritize needs based on health data and develop action plan to address priorities
- Strengthen membership from all Lakeside area congregations
- Develop working budget (established Jan. 2010 at Hatcher Memorial Baptist Church)

Respectfully submitted on behalf of Lakeside HealthCARE,

Cathy Lantz, MS, RN, FCN

2009 Report for Seeking Mission

Team Captains: Harry and Heather Heckel

The seeking mission provides opportunities to serve God by inviting people to worship, welcoming visitors, encouraging fellowship among members and visitors, and encouraging participation in activities which benefit our community. Faith education is encouraged through Sunday School and Vacation Bible School.

Christmas Program: Pastor Kristin Hunsinger; The annual youth Christmas pageant was held on Sunday Dec. 13th. The Cherub Choir and Joyful Noises provided the music and youth of all ages took part. There was tremendous support from the congregation for the pageant. All who attended enjoyed the fellowship, the performance and the relaxed, yet joyful fellowship.

Shrove Tuesday Pancakes: The Men of the Church provide this ministry by faithfully cooking, serving and cleaning up after a wonderful meal of pancakes with all the fixings on Shrove Tuesday as we begin preparation for Lent. This is always an enjoyable event.

Easter Breakfast: The Easter breakfast is held between services on Easter Sunday. This is an opportunity for all to share in fellowship as we rejoice.

Easter Fellowship and Egg Hunt: Harry and Heather Heckel; The Littlest Lutheran families and the Confirmation class did a great job this past year with the youth events and egg hunt. The children enjoy hunting for eggs, coloring and decorating eggs, and the highlight is the visit from the Easter Bunny. A wonderful day of fun and fellowship for everyone.

Sunday School: Pastor Kristin Hunsinger and Rebecca Barricklow; Sunday School introduced the Spark Bible and classroom curriculum which has been a blessing for our children. We invite everyone to attend Sunday School and have classes for adults as well.

Junior Church: Lori Faudale leads this ministry. The material corresponds with the lectionary for the day. This program develops the faith of our younger members and provides an enjoyable church experience for them. Diane Ransone also works with the Cherub choir during junior church.

Vacation Bible School: Rebecca Barricklow; This year VBS took participants through Discovery Canyon from Augsburg Fortress. Participants experienced Bible lessons through an interactive combination of music, art, games, worship and drama. A great deal of thanks goes to everyone who transformed our church into a land of caves, waterfalls and adventure, taught the songs, performed the plays and provided the meals.

Village Nights: On Wednesday nights, there is an opportunity for food, fellowship worship and study. The youth continue to utilize Faith Lens to develop the worship service and provide wonderful music as well.

Sports League: Gerald Ransone leads the CLC softball team as they compete against other teams in the Lakeside church league. The league provides an avenue for team players to compete while representing the church and conducting themselves in a Christian manner and also to reach out to those who may not have a church family. The players have a prayer before games and enjoy fellowship afterwards.

Greeters and Welcoming Ministry: Currently looking for ministry leaders for both services. This ministry welcomes our visitors and assists those guests who are not familiar with our worship, Sunday school, Village nights, and other events. This ensures that everyone who enters our doors knows that they are welcome. This is not our house; it is the Lord's house, and open to all of His people.

We hope that everyone takes time to reflect on areas where they may be able to serve.

Advertising is detailed in Susan Nepomuceno's report. **The Chili Cook-Off** and **Trunk or Treat** are now part of the **Fall Festival** ministry and covered in Susan's report as well.

Report submitted by
Harry and Heather Heckel, mission captains for Seeking Ministry

VACATION BIBLE SCHOOL

Vacation Bible School 2009 was a huge success! Discovery Canyon, this year's theme, was our biggest year yet. We had over 50 children and adults attend the program and over 85 participated in our Opening Ceremony Celebration. We raised funds for our mission project during the week for the Upper Mattaponi Indian Tribe. The children enjoyed hearing the Bible stories, learning new songs, and a reinforcement of each day's theme with games, storytelling & crafts. Susan Tripp and Megan Peterman did a remarkable job in turning our church into Discovery Canyon so the children could explore the wonders of the word. Pastor Eric also led an adult VBS class on the book, *The Shack*. Everyone enjoyed having dinner & fellowship each night before attending class. This year, we added a final night of VBS on Friday where the children were able to perform some of their new songs & received certificates.

Rebecca Barricklow
Ministry Leader

JUNIOR CHURCH

Junior Church continues to provide age level Christian education to the young children during the church service. We have many willing and wonderful volunteers that take on this responsibility. The attendance at Junior Church varies widely from 1 or 2 to up to 12 with the average attendance at about 7 or 8. The children seem to enjoy the Seasons of the Spirit curriculum.

Lori Faudale
Ministry Leader

COOL CHRISTIANS

The Cool Christians Program was started up in late 2008 to reach families with children in grades kindergarten through fifth grade. We have approximately ten active families participating in our monthly events. We generally meet on the 2nd weekend of the month depending on the program. We have participated in several events throughout 2009 like a pen pal project with Chestnut Grove, food bank field trip to donate \$500 worth of food to the Lamb's Basket, bowling, pottery painting, roller skating, mulching/de-weeding the newest garden bed behind the kitchen, and reading to the residents at Chestnut Grove. We aim to do service projects for the church, Lamb's Basket, and Chestnut Grove.

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Rebecca Barricklow
Ministry Leader

Caring Mission Team

Annual Report 2009

Caring ministries engage and nurture both Christ Lutheran members and the community by providing support through food, gifts, facilities, time and talents.

CARE NET

This ministry provides a meal for our members who are ill or suffering other personal hardships. Also provide transportation when needed.

CARING NOTES

Available for all are a variety of helpful care notes of inspiration and practical help. Thanks to Betty Schnellenberger for taking on this ministry.

ASP (Appalachia Service Project)

This year's mission trip was in July to Chevie, Kentucky. Along with Pastor Moehring, Megan Bondi, Alex Lew, Vance Nepomuceno, Bobby Rolfes, Joesph Santuk, Greg Faust, Mary Peterson

Hannah Rolfes, Ernst Wittenschlager, Emma Lantz, Jose Nepomuceno, Cris Pond and Joe Santuk using their skills to do home repairs. What a wonderful fulfilling experience for these folks. Thanks to all who supported these youth and adults.

This was my first year as Mission Team Captain for Caring Ministries. Thanks to all Christ members for your help and support in the success of these ministries. All the team leaders have taken on their ministries with care and love for others. It has been a rewarding experience getting to work with the team and seeing what we can do for others.

Respectfully Submitted,

Kay Rilee, Mission Team Captain for Caring

CARITAS

CARITAS (Congregations Around Richmond Involved to Assure Shelter), once again, was an opportunity for our congregation to show how much we care about others. The tremendous participation of all of you makes the job that Cindy Williamson, her family and I do so much easier.

The homeless group of 32 men was smaller than we have had in previous years. We have seen a growing number of our homeless population that work and most of our group had a job. There are many resources for them and the resource groups now work together better than ever to help get folks on their feet and become productive.

CARITAS for 2010 will be from February 20-27, so look in the Commons area during February for a way to help.

College Outreach Ministry

The College Outreach Ministry extended our focus to our college students in 2009. In the spring, we sent care packages for Easter and final exams to all our students. In June, we recognized our graduates with a gift from the church. The fall of 2009 brought a new school year and Christ Lutheran had about 40 college students enrolled – a record since the ministry began. In October 2009, we sent Halloween candy to all students. For both mailings, congregation members volunteered to mail packages on their own, which saves the church postage money. A very nice note from Brooks Jung was included in the December 2009 newsletter thanking the ministry for the care packages – it appears they are well-received from our students.

Laurie Bost

Ministry Leader

LAMB's Basket

Your generous giving of food for the Lamb's Basket has been a wonderful gift for the many needy families. Thanks to Sarah Vaughan for her reminders of food needs and to Jane Rolfes for reminding the volunteers of Christ Lutheran's days of service and for all who volunteer at other times during the month.

Bereavement Ministry

This ministry is Christ Lutheran's way of reaching out to the families of those who have suffered a loss. Pastor Moehring calls on the family and a reception is coordinated that is suited to their needs after the funeral. Thanks to Diane Bentz and all who help with these receptions. These receptions are greatly appreciated by the families.

THANKSGIVING BASKETS

This year we took our Thanksgiving meals in a new direction. In late October baskets were placed in the Commons and labeled with a Thanksgiving dinner menu item. Baskets were also lettered (A-B-C) and our congregation was asked to bring the food item that corresponded with the first letter of their last name. The response was overwhelming. These baskets filled so quickly that they had to be emptied weekly. I am still touched at how this congregation came together to provide a Thanksgiving meal to 84 people. Our youth and their leaders decorated the boxes that the meals were placed in, ordinary UPS boxes were transformed into beautiful works of art! Our Sunday school classes made wonderful cards to place in each box. I think just about every member got involved in some way. In addition to bringing in food items we had folks make a monetary donation, write mealtime prayers to go in each box, provide extra freezer space, bake pies, make phone calls to our families, pack the boxes to ready for distribution and some who were here to distribute the meals. I would like to thank each and every member here at Christ for your help in making this ministry such a success. Thank you also to Cathy, Pastor Eric, Katy, Kay and Susan for your guidance and support.

Brenda Barnes
Ministry leader, Thanksgiving Baskets

ST. JOHN ANGEL TREE

Again this year our church family has been so generous and caring in serving others in our community through the St. John Angel Tree ministry. On Tuesday morning, December 15 gifts were distributed to special families in our community who needed assistance in providing Christmas for their children and other loved ones. We assisted 66 wonderful people (18 family units) by providing 151 Christmas presents and 18 gift cards for groceries. We also fulfilled requests to assist with heating and electric bills. The families told us of their struggles with losing jobs after many years of service and difficulty finding another job. Thanks to all of you that provided presents, gave money, sorted packages, made gift tags and/or worked long hours behind the scenes. All that you did was greatly appreciated. Also, our ministry received a very generous donation from Thrivent Financial for Lutherans. A special thanks to each and every one of you!! The families were overwhelmed with your kindness and the smile on their faces was heartwarming.

Eileen Johnson
Ministry leader, St. John Angel Tree

2009 Report of Expenses

MISSION	MINISTRY	Budgeted	Actual
SHARING	Worship	4,200	2,626
SHARING	Youth	6,800	4,218
SHARING	Music	2,725	3,178
SHARING	Instruction	1,225	800
CARING	Synod Benevolence	25,200	25,200
CARING	Social Ministry	600	484
CARING	Food Pantry	400	400
CARING	Parish Nurse	350	284
CARING	Fellowship	150	0
SEEKING	Evangelism	175	0
SEEKING	Advertising	1,200	708
SEEKING	Sports/Rec	250	195
SEEKING	Mission Partners	200	0
SEEKING	Christian Education	5,100	4,181
SEEKING	Discipleship Ministry	1,400	687
SERVING	Finance & Stewardship	1,400	1,133
SERVING	Insurance	5,500	5,522
SERVING	Property	48,000	58,779
SERVING	Kitchen Supplies	900	717
ADMINISTRATIVE	Compensation	211,705	222,732
ADMINISTRATIVE	Office, Postage, Equip.	9,820	10,311
ADMINISTRATIVE	Synod Convention	1,700	1,785
ADMINISTRATIVE	Supply Pastors	1,120	660
ADMINISTRATIVE	Supply Organists	1,100	975
ADMINISTRATIVE	Mortgage	49,488	49,488
ADMINISTRATIVE	Other	350	523
TOTAL BUDGET		381,058	395,586

NON-BUDGETED

World Hunger	1,322
United Lutheran Appeal	155
Memorials	3,660
Building Renewal	5,755
Angle Tree	689
Youth - Shop4Kids	381
Thanksgiving Meals	269
sound system	411
Village Nights	446
chairs & tables	2,291
Prayer Garden	330
Youth Assembly	27,060
Mission Trip	4,436
office enhancements	4,989
HVAC repair	1,000

Mortgage Principal - 365,000
Synod Loan - 7,500

	Pledge	Budget	Historical Comparison		Gain/Loss
			Offerings	Expenses	
1999	232,850	265,040	257,442	253,047	4,395
2000	243,037	272,960	276,127	263,019	13,108
2001	240,898	283,191	276,654	279,990	(3,336)
2002	257,463	298,658	297,355	295,503	1,852
2003	259,895	314,883	315,302	308,039	7,263
2004	278,557	322,270	312,015	309,824	2,191
2005	283,719	325,536	313,632	311,249	2,383
2006	255,184	319,668	323,465	311,316	12,149
2007	240,186	320,731	326,899	313,380	13,519
2008	295,554	374,405	333,828	357,125	(23,297)
2009	316,123	381,008	360,854	395,586	(34,732)

Christ Lutheran Church
Balance Sheet
December 31, 2009

ASSETS

Current Assets		
Short-term Designated Funds	\$	308.00
Angel Tree Gifts		511.00
Village Nights		762.40
Discretionary Fund		387.89
Caritas Fund		3,773.21
Building Renewal		2,278.89
Memorial Fund		46.22
Bereavement Ministry		380.00
Lakeside Networking		231.00
LEAD Fund		820.00
Library Fund		105.00
Thanksgiving Meals		573.59
Landscaping Fund		805.25
Synod Loan		7,231.94
Special Social Ministry Fund		100.00
Food Pantry Fund		5,373.84
Special Music Fund		47.00
Prayer Garden Fund		906.49
Special Youth Fund		1,352.32
Youth National Assembly Fund		634.97
Mission Trip Fund		563.03
		<hr/>
Total Current Assets		27,192.04
Property and Equipment		
Petty Cash		25.00
		<hr/>
Total Property and Equipment		25.00
Other Assets		
Memorial Fund (AAL MM)		9,983.36
Renewal Fund (AAL MM)		16,410.58
Scholarship Fund (AAL MM)		977.29
Sabbatical Fund (AAL MM)		4,500.00
A.P. Exp. Fund (AAL MM)		12,863.01
Brass Scholar (AAL Mid Cap)		2,068.51
A.P. Salary Fund (AAL MM)		16,363.90
Parish Nurse (AAL MM)		5,144.60
		<hr/>
Total Other Assets		68,311.25
		<hr/>
Total Assets	\$	<u>95,528.29</u>

2010 Budget as Approved by Congregation

	2009 Budget	2009 Annualized	2010 Requested	Approved	
SHARING					
5001	Worship Materials	2,400	2,400	900	900
5002	Altar Care	1,600	1,600	1,195	1,195
5021	Nursery Worker	0	0	50	50
5047	Order of St. John	200	200	0	0
5011	Choral Music	800	800	400	400
5015	Instrumentals	400	400	0	0
5016	Guest Musicians	300	300	0	0
5017	Piano & Organ Tuning	1,025	1,025	1,060	1,060
5018	Music - Administrative	200	200	200	200
5061	Littlest Lutherans	1,300	1,300	650	650
5063	Cool Cristians	500	500	300	300
5064	Youth Programs	5,000	5,000	4,000	4,000
5035	Confirmation	700	700	520	520
5036	First Communion	25	25	25	25
5040	Adult Scholarships	500	500	0	0
CARING					
5081	Fellowship	0	0	250	0
5123	Bereavement Min.	150	150	150	150
5112	CARITAS	400	400	400	400
5117	Care Notes	0	0	100	100
5141	LAMB's Basket	400	400	400	0
5152	College Students	100	100	100	100
5153	Rescue Squad	100	100	0	0
5154	Parish Health	350	350	250	250
5101	Synod Benevolence	25,200	25,200	26,460	25,200
SEEKING					
5221	Advertising	1,200	1,200	800	800
5022	Junior Church	0	0	300	300
5031	Sunday School	3,000	3,000	2,100	2,100
5032	Vacation Bible School	1,500	1,500	1,600	1,200
5039	Easter Party	300	300	250	250
5043	Advent Workshop	50	50	200	0
5082	Easter Breakfast	250	250	200	50
5003	Sign Banners	400	400	400	400
5033	Small Groups	150	150	150	150
5048	Discipleship Ministry	600	600	500	500
5050	Discipleship Education	250	250	100	100
5205	Welcome Baskets	175	175	0	0
5234	Fall Festival	0	0	200	200
5233	Mission Partners	200	200	0	0
5232	Sports	250	250	250	200
SERVING					
5401	Electricity	11,000	11,000	12,500	12,500
5402	Gas	7,500	7,500	6,500	6,500
5403	Water	600	600	700	700
5404	Telephones	2,000	2,000	3,400	3,400
5411	Property Maintenance	14,100	14,100	14,100	9,100
5412	Maint Reserve	2,500	2,500	2,500	0
5431	Janitorial Service	7,800	7,800	7,800	7,800
5432	Lawn Service	2,500	2,500	2,500	1,200
5433	Kitchen Supplies	900	900	900	900
5434	Insurance	5,500	5,500	5,600	5,600
5441	Budget Oversight	1,000	1,000	1,000	900
5443	Annual Financial Comm.	400	400	400	400

2010 Budget as Approved by Congregation

	2009 Budget	2009 Annualized	2010 Requested	Approved	
ADMINISTRATIVE					
5701	Min. Salary	50,832	50,832	50,832	
5702	Min. Housing	14,000	14,000	14,000	
5703	Min. Social Security	11,716	11,716	11,716	
5704	Min. Pen. & Health	25,056	25,056	25,728	
5705	Min. Contin. Ed.	600	600	500	
5706	Min. Auto Assist.	4,203	4,203	4,203	
5707	Professional Expenses	625	625	500	
5725	Associate Pastor Salary	30,000	23,562	23,562	
5726	A.P. Housing	0	18,000	18,000	
5727	A.P. SS	0	4,763	4,763	
5728	A.P. Pension & Health	0	11,688	12,089	
5729	A.P. Cont. Ed.	0	600	600	
5730	A.P. Auto	0	3,500	3,500	
5719	A.P. Prof. Expenses	0	550	550	
5711	Music Director	20,328	20,328	20,328	
5712	Mus. Dir. Contin. Ed.	450	450	300	
5721	Administrative Assist	32,376	32,376	32,376	
5722	Ad. Assist. Contin. Ed.	100	100	0	
5723	Ad. Assist. Pension	4,223	4,223	4,223	
5715	Part Time Assistant	9,192	9,192	3,225	
5716	Part Time Auto	820	820	300	
5717	Part Time Cont. Ed.	450	450	0	
5151	Parish Nurse (auto)	1,836	1,836	1,164	
5155	P.N. Cont. Ed. & Memb.	195	195	70	
5751	Employer FICA Taxes	4,703	4,703	4,247	
5731	General Admin. Supplies	1,770	1,770	1,770	
5732	Postage	1,650	1,650	1,400	
5733	Office Equip. Maint.	3,140	3,140	3,700	
5734	Computer Maint.	1,760	1,760	1,250	
5735	Computer Support	1,500	1,500	500	
5736	Web Support	0	0	200	
5761	Supply Pastors	1,120	1,120	500	
5762	Supply Organists	1,100	1,100	650	
5771	Mortgage	49,488	49,488	49,488	
5772	Synod Loan	0	0	750	
5741	Synod Convention	1,700	1,700	1,700	
5781	Council Retreat	100	100	100	
5783	Va. Council of Churches	200	200	0	
5784	Baccalaureate Services	50	50	0	
		381,058	413,721	407,862	390,284

The following was approved by the Congregation Council in 2009 with the intent that it be the process for conflict resolution in our congregation.

**Christ Lutheran Church
Richmond, Virginia
Conflict Resolution Process**

Members of Christ Lutheran Church hereby covenant to work out issues, concerns or grievances informally, face-to-face, and in a spirit of collegiality and mutual respect, as outlined in the Synod's Healthy Congregations Model. When two or more parties are in conflict, each jointly shares the responsibility for resolution, and is encouraged to follow the steps described in this Christ Lutheran Church Conflict Resolution Process.

Since circumstances are often different or unique, it is unlikely that one process would be appropriate or successful for every situation. Depending upon the specific situation, one of the following models should be appropriate.

PREPARATION (For all Models)

Prior to proceeding, we first examine our own motives. We remember that the primary concern is to make sure our desire for pursuing this grievance is not to humiliate or condemn each other, but to build up a sense of friendship and the church of Christ.

STEP 1. We identify our own specific concerns, and write them down.

STEP 2. We listen to, review and reflect on those concerns cited by others, and write them down.

STEP 3. We compare all positions, and put ourselves in the position of understanding the differing viewpoints. Then we seek some common ground, beginning with the awareness of being members of the same body of Christ and created in the same image by the same God.

(It is inappropriate and contrary to Christian teachings to involve any other member of the congregation in any dispute in a spiteful or manipulative manner. Involving others to take sides disrupts the harmony of the congregation. Other members should only become involved through the official channels of this conflict resolution process, as modeled by the Healthy Congregation or Bridge Builder Program as endorsed by the Virginia Synod Council and the Office of the Bishop.)

ACTION

MODEL I – INVOLVING TWO CONGREGATIONAL MEMBERS

STEP 1. In light of the initial personal reflection, as outlined in the section titled "Preparation," and prayerfully seeking guidance, we go directly to the offending person and share our sense of the perceived offenses.

STEP 2. In an open, honest, non-judgmental way we listen to the other's responses considering how misunderstandings and extenuating circumstances may be influencing the dispute.

STEP 3. We seek to understand mutually the circumstances surrounding the dispute and to bring harmony to the relationship.

STEP 4. If harmony cannot be restored through the one-to-one meeting, we consider inviting a third party to mediate and explore the grievances, seeking to fully restore Christian friendship. (If an appropriate mediator cannot be agreed upon, we request the Pastor or other appropriate congregational official to appoint a mediator.) This mediating person should meet without delay to assist in resolving the dispute. When the mediator has been appointed, a report of his/her knowledge, findings and conclusions should be made to the Pastor or other appointed official as soon as possible.

MODEL II – INVOLVING A MEMBER AND A STAFF PERSON OR TWO STAFF PERSONS

In the case of a grievance between a member of the congregation and a staff member (Usually salaried staff) or between staff members, Model II shall be used as the congregation's personnel policy. If the disagreement involves the Pastor and/or others which cannot be resolved within the congregational structure, the Council will promptly request assistance from the Bishop's Office or the synodical Bridge Builder Program.

STEP 1. The staff person's supervisor (usually the Pastor), Congregational Council President or appointed representative of the Council will request that the preparation phase be completed by both parties. Following that, without delay, seek resolution – preferably by bringing both parties face-to-face. If that action is unsuccessful, then a separate interview process leading to understanding and reconciliation is appropriate.

STEP 2. In the case of failure of either face-to-face meetings or separate interviews, submission of a brief report by the initial investigating person to the Congregational Council should be made. The report should outline the causes, actions taken and recommend actions leading to resolution.

STEP 3. Upon receipt of the written report, Council will act to resolve the grievance. If the parties to the conflict are still unable to achieve a satisfying and faithful solution to their differences, Council should access the synodical Bridge Builder Program, or seek other appropriate conflict mediating resources outside the congregation.

MODEL III – THIRD PARTY INVOLVEMENT

A member of the congregation may approach a council member, staff member, staff relations person or another church leader with a dispute or grievance. The following steps should be followed.

STEP 1. When approached with a problem requiring conflict resolution, the church leader should first encourage the member to attempt to resolve the problem by following the steps in Model I. If this process is not acceptable to the member, the leader should proceed to Step 2 of this model.

STEP 2. The leader should gather as much information as possible from the member including the reasons for the complaint or grievance and why this situation was brought to him/her.

STEP 3. The leader must ascertain how the member wishes to proceed. If the member would like the leader to mediate the dispute, then approval from all involved parties must be obtained, and the steps in Model II or III should be followed as appropriate.

STEP 4. If the member desires the issue be presented to the Congregational Council, the member should be invited to the next scheduled council meeting. The presentation may be in the form of a letter to the council, or an oral or written statement.

STEP 5. If the member does not wish to appear before the council, the leader should agree to present the issue on the member's behalf only with the understanding that the member's name will be used. If the member does not grant permission to use his/her name, the leader must refuse to present the issue before council. Anonymous reports and complaints must not be allowed to persist within the church. They are contrary to Christian teaching and ethics and detrimental to the life of the church.

STEP 6. The issue shall be placed on the agenda for the next council meeting. If appropriate or necessary, the leader may request another suitable person make the presentation to council. The report shall be entered in the council minutes along with the action taken by council.

STEP 7. The leader shall report back to the member the action taken by council.

CONCLUSIONS

An issue should be considered unresolved until the member initiating the grievance or complaint indicates satisfaction.

Efforts at resolving an issue should not be extended to the Synod or other outside resources until all resources within the congregation have been exhausted.

Biblical References:

Matthew 5:21-26
Matthew 18:15-17
Mark 11:25
Colossians 3:12-17

Proverbs 17:1
Letter to the Ephesians
James 4:1-3, 7-8a