

# TRINITY LUTHERAN CHURCH AND SCHOOL MINOCQUA, WISCONSIN

## 2014/15 MINISTRY PLAN

(July 1, 2014 through June 30, 2015)



*Approved as of June 22, 2014*

## PREFACE

When Jesus Christ gave up his life on the cross he changed the course of human life forever. Mankind would no longer be objects of God's wrath but objects of his deepest love. God accepted Jesus' perfect life and innocent death as the atoning sacrifice for the sins of the world. Jesus took those stained with sin and covered them in his holiness. He took those stains upon himself and suffered on the cross the punishment all mankind deserved for those sins. Dressed in the perfection of Christ, God no longer sees his enemies but he sees those he loves as children – he sees those who are worthy to spend their eternal lives with him in the joys of heaven.

Through the power of the Holy Spirit in Word and Sacrament, you the members of Trinity Lutheran Church have come to believe this message of God's love and salvation to be true and to be for you. You have come to recognize the incredible gift your God has given you in his son Jesus. You live every day in amazement that your God would go to such great lengths to make sure a sinner like you would not get what you deserved but would instead enjoy heaven. Filled with the peace and joy of your salvation your heart is also filled with the desire to live your life in such a way that praises God for his goodness to you. Your involvement in a Christian congregation is a special way for you to serve your God in thanksgiving to him.

We come together as believers because God says this pleases him. It also brings us benefit as well. We receive encouragement and strength for our faith as we sing and speak to one another with God's Word and receive his Sacraments. It also helps us do together what we might not be able to do by ourselves. Together we can reach out to our community with the gospel. Together we can call pastors and teachers to help instruct us and our children in the ways and knowledge of the Lord and administer the Sacraments. Together we can find ways of serving the physical needs of one another and our community.

As a group of many believers we will most likely have many different ideas about how to thank our Lord. We use God's Word to guide our ideas so that our acts of thanksgiving are truly God pleasing. We let God's Word guide us in determining which activities should take priority. We make our plans not trusting in our own strength, but trusting our God who makes all things possible. In those areas where God has not given us specific direction we make our decisions with self-sacrificing love and common sense. We listen to one another's ideas and make assessments of the special gifts God has given us. Finally we make determinations about what we might do with what God has given us.

As a congregation we put together a ministry plan to bring together our many ideas into a Scriptural, orderly, cohesive and united expression of thanks to God in service to him and his kingdom.  
We trust God will keep his promise to bless our decisions.

May God grant it and to him be the glory.

## MISSION STATEMENT

In 2014 it will continue to be the mission of Trinity Evangelical Lutheran Church to:

teach the Word of God  
train believers for lives of Christian service  
tell the good news of Jesus Christ to the Northwoods community and to the world

The mission of our congregation will continue to be divided into the areas of ministry listed below. Each area of ministry is designed to support the proclamation of the Gospel among our members, community and the world. What follows is a detailed plan for each area of ministry for fiscal year 2014/15.

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If you have any questions about this ministry plan please contact any of the individuals listed below:

Mr. Doug Plowman	(President, Stewardship Coordinator)	715-356-1716
Mr. John Bennett	(VP, School Board Chair, Worker Care Coordinator)	715-542-4004
Mr. Jerry Dorst	(Secretary)	715-588-9505
Mr. Jim Pietila	(Financial Secretary, Inreach Coordinator)	715-356-7076
Mr. Doug Olejniczak	(Treasurer)	715-542-3970
Mr. Matt Kock	(School Board)	715-892-3712
Mr. Jake Strasburg	(School Board, Worker Care Coordinator)	715-356-2325
Mr. Jay Kucharas	(School Board)	715-356-1513
Mr. Don Helwig	(Stewardship Coordinator)	715-277-2383
Mr. Gregg Leidel	(Outreach Coordinator)	715-277-2494
Mr. John Giese	(Inreach Coordinator)	715-614-1361
Mr. Frank Coffen	(Property Management Coordinator)	715-614-0286
Mr. Jeff Schultz	(School Principal)	715-358-3782
Pastor James Hoogervorst	(Church Education and Worship Coordinator)	715-614-3544

## 100 YEAR ANNIVERSARY CELEBRATION

In fiscal year 14/15 Trinity has the privilege of giving thanks to God for 100 years of ministry in the Lakeland area. Over the course of the year several of our normally scheduled events and a few other special observances will focus on this milestone year in our history. A general schedule is printed below. In addition to the events listed here, Trinity's centennial committee is working to publish a commemorative photo history book and some other items members of Trinity may purchase to mark the occasion. A special fund has been established to offset the expense of these events. Any monies remaining in the fund after centennial expenses have been paid will be forwarded as a special gift to the Wisconsin Evangelical Lutheran Synod.

Look forward to joining the congregation in praising Jesus Christ, the same yesterday, today and forever for his 100 years of grace at Trinity.

### Trinity Lutheran Church 100 Year Anniversary Schedule

#### **Centennial Opening Festival and Open House**

Saturday, October 11, 2014 at 6:30 pm

*Koine* Praise Band, Guest Musicians

#### **Centennial Opening Service**

Sunday, October 12, 2014 at 9 am

Rev Doug Engelbrecht, Guest Preacher

#### **Centennial Fall Retreat**

Saturday, November 8, 2014 at 8:30 am

Prof Tom Kock, Guest Presenter

#### **Centennial Ministerial Education Sunday**

Sunday in January 2015 to be announced at 9 am

Prof Joel Otto, Guest Preacher

#### **Centennial Mission Festival**

Sunday in May 2015 to be announced at 9 am

Rev Eugene Kock, Guest Preacher

#### **Martin Luther College Choir Concert**

Date to be announced in May

#### **Centennial Summer Bible Class**

A week in July 2015 to be announced

Rev Mike Helwig, Tentative Guest Presenter

#### **Centennial Closing Service**

Sunday, August 23, 2015 at 9 am

WELS President, Mark Schroeder, Guest Preacher



**100 Years  
of Grace**

**ELEVEN  
OCTOBER  
AD 1914**

*Jesus Christ is the same yesterday, today and forever. Hebrews 13:8*

## TRINITY LUTHERAN SCHOOL

### Mission of Trinity Lutheran School

The purpose of Trinity Lutheran School is to assist the parents of our congregation with the Christian education of their children and to reach out to our community with the gospel by making our school available to families outside of our congregation.

### Leadership Structure and Subcommittees

School Board: The school board is made of the church council vice-president, secretary and three other members of the church council. The principal, faculty and pastor serve as advisory members of this board. The school board oversees, coordinates and executes all plans, policies and activities of Trinity Lutheran School as directed by the congregation at large. The school board will be in charge of recommending an annual budget and ministry plan for the school to the church council.

Faculty: The faculty will be charged with the instruction and supervision of the children entrusted to their care through the ministry of Trinity Lutheran School. They will meet monthly as a faculty to study God's word, coordinate plans, review curriculum and make recommendations to the school board, council and congregation. The faculty will be called upon from time to time to assist in the ministry of Trinity Lutheran Church. All of our faculty members will be involved with some of the extracurricular activities offered at the school.

School Support: Trinity will rely on the secretary, janitor and volunteers to carry out the activities that support the mission of Trinity Lutheran School. Examples of this kind of work would include, classroom aide, coaching, cleaning, and helping with school events and office work. The faculty and school board will coordinate these efforts.

Child Abuse Prevention Policy Committee: In 2013 this committee was formed to develop a Child Abuse Prevention Policy for Trinity Church and School. Per the mandates of this policy this committee is a standing committee that makes an annual review of the policy and sees to it that its provisions are carried out.

### Trinity Lutheran School Plans

#### Offered Grades:

PreK 3—Trinity will offer three, two half days, sessions (Tues/Thurs am, Wed/Fri am, Tues/Thurs pm).

PreK 4—Trinity will offer one, five half days, session (Mon-Fri am).

K-8—Trinity will offer 5 full days to these grades.

Curriculum: Trinity Lutheran School's curriculum will include study in God's Word, Math, Social Studies, Science, Music, Art, Physical Education, Reading, Language Arts and German. Plans call for the introduction of a new science curriculum in grades K-4.

Extracurricular Activities: Trinity's students will have the opportunity to participate in co-ed grades 5-8 basketball and volleyball, fairs, a geography bee, a kick ball tournament, Meet Math, a cross country run, a track and field day, soccer, a school play/musical and field trips. Trinity will inform our students about community park and recreational activities in which they may choose to participate.

School Support: The following are activities for the purpose of support, communication and recruitment: participation in our community's early childhood days, play group, soccer camp, basketball camp, open house, school handbook and newsletter, cradle role follow up, maintain a school library, offer monthly hot lunch, standardized testing, membership in educator's resource groups.

Calendar: The following is a general calendar for the 14/15 school year:

**AUGUST**

20—Preschool Open House 4:00-6:30 pm  
School Orientation Night 6:30-8:00 pm  
27—First Day of Classes (Grades K-8)

**SEPTEMBER**

1—NO SCHOOL—Labor Day  
2—First Day of Class for Preschool

**OCTOBER**

6—NO SCHOOL  
Pastor/Teacher Conference  
29—End of 1st Quarter  
29—Early Release  
30-31—NO SCHOOL—Teachers Conference

**NOVEMBER**

6—Parent/Teacher Conferences  
26-28—NO SCHOOL—Thanksgiving Break

**DECEMBER**

22-31—NO SCHOOL—Christmas Break

**JANUARY**

1-2—NO SCHOOL—Christmas Break  
5—Classes Resume  
16—End of 2nd Quarter

**FEBRUARY**

11—Early Release  
12-13—NO SCHOOL—Teachers Conference

**MARCH**

13—End of 3rd Quarter  
26—Parent/Teacher Conferences

**APRIL**

March 30- April 3—Spring Break  
6—NO SCHOOL—Easter Monday

**MAY**

25—NO SCHOOL—Memorial Day  
28—Last Day of School/Graduation/School Picnic End of 4th Quarter

**Proposed School Budget for 14/15 \$23,958**

(Auxiliary, \$2,612; Extra-Curricular Activities, \$2,135; Field Trips, \$1137; Classwork PreK3through 8<sup>th</sup> grade; \$18,074)

*Please note: salaries and utilities are included in the worker care and property management proposed budget*

## WORSHIP

### Mission of Worship

The purpose of this area of ministry is to seek excellence in worship where God's name is praised and his Gospel is proclaimed in Word and Sacrament in order to feed the faith of believers and plant the seed of faith in the hearts of those who have not yet come to believe in Jesus Christ.

### Leadership Structure and Subcommittees

Coordinator: Pastor Hoogervorst

Worship Executive Committee: The executive committee will be made up of the chairmen or women of the following subcommittees listed below. Pastor Hoogervorst will chair the executive committee. This committee will be in charge of finalizing all worship plans and recommending an annual worship budget and ministry plan to the church council and/or congregation.

Proclamation and Practices: The pastors along with the elders will evaluate the theology of the practices and resources used in worship and plan the services that are used during the course of the year. They will consider and make any recommendations concerning any major changes to Trinity's worship practices.

Music and the Arts: Trinity's pastors, choir directors, organists and others interested musicians and artists will evaluate the practicality, appropriateness and value of the music and art used in worship and make plans for the music and art used in worship.

Worship Assistant Coordinators: A group of two to four under the direction of an elder will recruit, coordinate, schedule and train, communion assistants, greeters, ushers and other assistants that may be needed for Trinity's scheduled services.

Altar Guild: A group of 4-5 will be charged with making arrangements for setting up communion, changing banners and paraments and decorating the sanctuary, narthex, fellowship hall and new addition per the final plans of the executive committee and/or facilities committee.

Audio Visual Committee: A group of 2-3 technically minded individuals who will keep up on our new sound and visual system and who will recruit, train and coordinate individuals who will operate the video and audio recorders and make copies for shut-ins and others who can't make it to church. They would help prepare digital announcements for the gathering space TV and make arrangements for the WELS connection.

Secretarial: The church secretary along with the pastor and volunteers will continue to prepare service folders for each service.

## Worship Plans

Worship Calendar: Trinity will continue to offer weekend worship Sundays at 9 am and Mondays at 6:30 pm. Between Memorial Day and Labor Day Trinity will also offer worship Saturdays at 6:30 pm. In general Holy Communion will be served the first and third weekend of each month and if applicable the fifth weekend of each month and always for Ash Wednesday, the Hunter's Service, Maundy Thursdays, Easter Day and Christmas Day. Services not found in *Christian Worship a Lutheran Hymnal or The Supplement* will be used from time to time at the discretion of the worship committee. Every second Tuesday of the month Trinity offers a service of Word and Song at Avanti nursing home. Members are invited and encouraged to attend chapel with the school children Wednesdays during the school year at 8:30 am. Below is a listing of special services scheduled for the 14/15 fiscal year. Unless otherwise noted the service will repeat at the 6:30 pm service on Monday or Saturday if applicable for that weekend:

<i>Date</i>	<i>Time</i>	<i>Event</i>
Wednesday, August 27	9 am	Trinity Lutheran School Opening Service
Sunday, September 7	9 am	Christian Education Emphasis
Sunday, October 12	9 am	Centennial Worship (Guest Preacher, Doug Engelbrecht)
Sunday, November 2	4 pm	Joint Reformation Service at Christ, Eagle River
Sunday, November 9	9 am	Centennial Worship (Guest Preacher, Tom Kock)
Thursday, November 20	6:30 pm	Hunter's Service
Wednesday, November 26	6:30 pm	Thanksgiving Eve Worship
Wednesday, December 3, 10 and 17	8:30 am	Advent Chapel
Wednesday, December 24	6:30 pm	Christmas Eve Service of Lessons and Carols
Thursday, December 25	9 am	Christmas Day Festival Worship
Wednesday, December 31	5:30 pm	New Year's Eve Worship
Sunday in January	9 am	Ministerial Education (Guest Preacher, Joel Otto)
Wednesday, February 18	6:30 pm	Ash Wednesday
Wednesdays, Feb 25-March 25	4 or 6:30 pm	Midweek Lent Worship
Sunday, March 29	9 am	Palm Sunday
Thursday, April 2	6:30 pm	Maundy Thursday
Friday, April 3	1 pm	Good Friday Service of the Cross and Seven Words
Friday, April 3	6:30 pm	Good Friday Service of Darkness
Sunday, April 5	6:30 am	Easter Vigil
Sunday, April 5	9 am	Easter Festival Worship
Sunday, May 3	9 am	Confirmation Sunday
Thursday, May 14	6:30 pm	Ascension Day Worship
Sunday in May	9 am	Mission Festival (Guest Preacher, Eugene Kock)
Thursday, May 28	4 pm	Trinity Lutheran School Closing Service
Sunday, August 23	9 am	Centennial Worship (Guest Preacher Mark Schroeder)

Worship Aides: Hymnals, large print hymnals, pew Bibles, service folders, large print service folders and assisted listening devices will be used to aide worshipers. Our sound and video system allows for several inputs. Not only does the system allow for a high quality sound during the service, but also allows us to make video and audio recordings of the service. These recordings will be made available on our website and copies prepared for our shut-ins and others who request a copy. Two pianos and a two rank Rodgers pipe organ will be used to accompany the music of most services. Because our pianos and organs have digital capabilities some music may be accompanied by a MIDI file (a computer file that is able to tell our organ or piano what notes and sounds to play). The quiet room in the new addition will be made available on weekends for parents to use to tend to fussy infants and toddlers. Closed circuit TV in the library and quiet room will allow those who need to step out the sanctuary to see and hear the service. Closed circuit speakers and clear glass windows in the sanctuary will allow those who step out into the fellowship hall to hear and see the service. A carillon system will be used to sound the bells prior to the service and hymn melodies once per evening at 5 o'clock. Various decorations, banners, flower stands and paraments are available for use at the discretion of the music and arts subcommittee. Friendship registers, communion cards and the guest book will help us track attendance, give the worshiper the opportunity to learn the names of those in their pew and gather the information of those visiting worship.



Choirs and Instrumentalists: Trinity will offer its members the opportunity to use their musical abilities in the following ways:

**Worship Attendance:** The Lutheran Church is the singing church. Whether a member is in a choir or not, all are invited to make a joyful noise unto the Lord through the many opportunities to sing during the regularly scheduled services.

**Senior Choir:** Under the direction of Doug Plowman, the Senior Choir is open to any confirmed member of Trinity. In general the choir will rehearse Wednesdays at 6:30 pm and will sing at various services throughout the year. The Senior Choir will not rehearse or sing during the summer although soloists or small groups may be asked to sing during the summer months.

**A Cappella Choir:** Under the direction of Don Helwig, the A Cappella Choir is open to those members who enjoy the challenge of singing unaccompanied four part harmony. In general the choir will rehearse on Wednesdays at 6 pm and will sing at various services throughout the year. The A Cappella Choir will sing during the summer months. The A Cappella choir also participates in the monthly service at Avanti nursing home.

**Children's Choir:** Under the direction of Sarah Nottling, the children's choir is made of the students of Trinity Lutheran School. They rehearse during the school day and sing at various times during the school year. Children who do not attend Trinity Lutheran School, who would like to participate in a choir, should speak to Pastor Hoogervorst about finding an opportunity to sing.

**Instrumentalists:** Members of our congregation (adults and youth) who have reached a moderate level of proficiency in playing a musical instrument are encouraged to speak to Pastor Hoogervorst about using their talent in public worship.

Worship Support and Guidelines: Guidelines and procedures for ushering, greeting, assisting with communion, recording, setting up and caring for communion ware, decorating, presiding for worship and all other activities dealing with worship will be developed and overseen by one of the worship subcommittees listed above.

Other Worship Plans for 14/15: Monies will be budgeted for a major cleaning and repair of our organ's pipes. The worship executive committee will also look into the possibility of providing some kind of additional worship opportunities during Advent.

**Proposed Worship Budget for 14/15** \$14,475  
(Word and Sacrament, \$4,825; Worship Support, \$9,650)

## CHURCH EDUCATION

### Mission of Church Education

The purpose of this area of ministry is to assist all who come into contact with our congregation with their study of God's Word so they may grow in their knowledge of God's plan of salvation through Jesus Christ.

### Leadership Structure and Subcommittees

Coordinator: Pastor James Hoogervorst

#### Adult Education

Adult Education Committee: The adult education will oversee the subcommittees listed below under adult education. Plans by the subcommittees given below should be approved by this committee. This committee will oversee and coordinate the following classes: Sunday Bible Class, Thursday Lunch Break Bible Class, Women's Bible Class, the Fall Retreat and Summer Bible Blitz. This group will be in charge of scheduling classes and recommending guest presenters.

Library Committee: This committee will be in charge of overseeing the church library, developing policies for its use and approving and cataloging the books that are made available through our library.

Fall Retreat Committee: This committee will make plans for Trinity's annual fall retreat and book fair.

#### Youth Education

Children's Sunday School: Pastor Hoogervorst will train members of the congregation to teach Sunday school during the school year.

Youth Group: Matt Kock and Sue Ziebart will lead teens in monthly opportunities to study God's Word and enjoy fellowship activities.

Youth Confirmation Class: Pastor Hoogervorst will teach confirmation class to Trinity's Lutheran School 5-8<sup>th</sup> graders and Trinity's public school students who are in 6-8<sup>th</sup> grade.

### Church Education Plans

Below is a general overview of the classes planned for the 14/15 school year. Topics are yet to be determined. Specific schedules will be given out during each class. Below is a general schedule.

What: Sunday Bible Class  
Who: Adults, teens and students in 5-8<sup>th</sup> grade.  
Where: Church Fellowship Hall  
When: Sundays at 10:20 am starting Sunday, September 7 through Memorial Day Weekend 2015  
Instructor: Pastor Hoogervorst

What: Children's Sunday School  
Who: Children in grades PreK-3 through 4<sup>th</sup>  
Where: School Classrooms  
When: Sunday at 10:20 am starting Sunday, September 7 through Memorial Day 2015  
Instructors: TBA

What: Lunch Break Bible Class  
Who: Confirmed members and their guests (children may attend with parents)  
Where: Church Fellowship Hall  
When: Thursdays at 12:15 pm (this class is offered year round)  
Instructor: Pastor Hoogervorst

What: Women's Bible Class  
Who: Confirmed women and their guests (children may attend with parents)  
Where: Church Library  
When: Mondays at 9:30 am starting Monday, September 15 through Memorial Day 2015  
Instructor: Sally Kunkel

What: Youth Confirmation Class (Lutheran Elementary School)  
Who: Children in Grades 5-8  
Where: Upper Grade Classroom  
When: Mondays and Thursdays during the school year at 8:30 am  
Instructors: Pastor Hoogervorst

What: Youth Confirmation Class (Public School Students)  
Who: Children in Grades 6-8  
Where: Church Fellowship Hall  
When: Wednesdays from 4-5:30 pm (Wednesday from 5-6 pm during Lent)  
Instructors: Pastor Hoogervorst

What: Finding Faith  
Who: Adults who are seeking confirmation instruction or a review of confirmation instruction.  
Where: Church Fellowship Hall  
When: Three to four weekends during the year (September, January, May and possibly August)  
Instructor: Pastor Hoogervorst

What: Fall Retreat  
Who: Confirmed members and their guests (children may attend with parents)  
Where: Church Fellowship Hall  
When: Saturday, November 8 from 8:30 am-3 pm  
Instructor: Prof Tom Kock, Guest Presenter

What: Summer Bible Blitz  
Who: Adults and Families  
Where: Church Fellowship Hall  
When: One week during the summer TBA  
Instructor: Pastor Robert Fleischmann (Summer 2014) Pastor Mike Helwig (Summer 2015)

After School Program: In this fiscal year a committee will be formed to begin looking into offering a monthly after school program.

Publications: Trinity will purchase 20 copies of the WELS news magazine *Forward in Christ* for our shut-in members. Other members of Trinity will be encouraged to purchase their own subscription to *Forward in Christ*. Trinity will make several copies of the quarterly devotional book entitled *Meditations* available to our members for a cost of \$4 per copy.

**Proposed Church Education Budget for 14/15** \$6,295  
(Adult Education, \$4005; Youth Education; \$2290)

## INREACH

### **Mission of Inreach**

The purpose of this area of ministry is to foster close ties of Christian fellowship, support and love among our members as our congregation is built up in the knowledge of God's love for us through Jesus Christ.

### **Leadership Structure and Subcommittees**

Coordinators: Jim Pietila and John Giese

Inreach Executive Committee: The inreach executive committee will be made up of the chairs of the following subcommittees listed below. Jim Pietila and John Giese will co-chair the executive committee. This committee will be in charge of finalizing all inreach plans and recommending an annual inreach budget and ministry plan to the church council and/or congregation.

Board of Elders: This board of spiritually minded men will be primarily concerned with ministering to our straying or delinquent members. This board will also work with Trinity's pastors to evaluate the spiritual health of the congregation and advise the pastors in difficult cases of casuistry.

Fellowship Committee: This committee will be in charge of planning and organizing all of Trinity's fellowship activities and dinners (new member welcome dinners and assimilation, church picnic, soup suppers, Easter breakfast, treats and coffee after Bible class). Other areas of ministry may call on the fellowship committee to help them with the meal planning or fellowship aspects of their events. (i.e. Trinity school asks the inreach committee to plan a picnic lunch for the closing day of school.) In addition to planning events, this committee will help oversee the plans of the Young Adults Group. Trinity's fellowship committee will oversee sending a welcome packet and setting up visits to our new members.

Care Committee: This committee will be in charge of planning and organizing all of Trinity's care activities and groups (care giver help, ride coordinating, bingo at Avanti nursing home, and support to the grieving.)

Ladies' Guild: The Ladies Guild will continue to meet as an auxiliary group to the overall ministry of Trinity Lutheran Church and the Wisconsin Evangelical Lutheran Synod. They will help plan activities for the women of the congregation and congregation as a whole. The WELS Women's Ministry, Advent by Candlelight, Quilters and Lutheran Woman Mission Society will be represented through the Ladies' Guild. The Ladies' Guild will coordinate their plans through the inreach executive committee.

Secretarial: The church secretary, church council secretary along with the pastor and volunteers will continue to oversee the congregational records and membership information (meeting minutes, reports, directory, member and prospective member records, etc.).

## **Inreach Plans**

Inreach Calendar: Below is a list of the inreach events scheduled for 2014/15. The events listed below, while they have an emphasis on fostering Christian friendships and communications within the congregation, are also good opportunities for outreach. Members can feel free to invite friends or relatives to these events, especially those who do not have a church home. Details about each event and ways members can plan or help will be communicated to the congregation several weeks before the scheduled event.

<i>Date</i>	<i>Time</i>	<i>Event</i>
Saturday, October 11	6:30 pm	Anniversary Opening Celebration
Sunday, October 26	10:30 am	New Member Welcome Brunch
Sunday, November 30	Afternoon	Advent by Candlelight
Sunday in January	Noon	Anniversary Dinner
Sunday, January 25	10:30 am	New Member Welcome Brunch
Wednesdays, Feb 18-March 25	5 pm	Lent Soup Suppers
Sunday, April 5	8:00 am	Easter Breakfast
Sunday, April 26	10:30 am	New Member Welcome Brunch
Sunday in May	Noon	Anniversary Dinner
Sunday, July 26	10:30 am	New Member Welcome Brunch
Sunday, August 23	TBA	Church Picnic

Below is the general schedule for each group functioning under inreach:

Quilters: every Wednesday from 9 am to 3 pm  
Young Adult's Group: once per quarter  
Ladies' Guild: second Thursday of every month at 1:30 pm  
Bingo at Avanti Nursing Home: first Tuesday of every month  
Board of Elders: first Tuesday of every month at 10 am

Counseling: Trinity's pastors will be available to give counseling from God's Word to members of the congregation, prospective members and members of the community. Counseling will be available especially in the areas of grief counseling, marriage counseling, pre-marriage counseling, family counseling and in times of illness or distress. Members of the congregation are encouraged to call the pastor for a visit before surgery or during a hospitalization. Trinity will also make online counseling available to our members through Wisconsin Lutheran Child and Family Service

Visits: From time to time Trinity's pastors or members of the board of elders will make visits to members of the congregation to present a goal or project of the congregation or to give members an opportunity, on an individual basis, to express concerns. From time to time they will find it necessary to make a visit to a member for the purpose of encouraging better use of Word and Sacraments and/or Biblical church discipline.

**Proposed Church Inreach Budget for 14/15** \$6,504  
(Care Activities, \$1800; Fellowship Activities, \$4,560; Records, \$144)

## OUTREACH

### Mission of Outreach

The purpose of this area of ministry is to seek out those in our community who do not know Jesus Christ as their savior from sin, death and the devil and share with them the life saving and life changing Gospel of Jesus Christ. The other purpose of this area of ministry is to find and implement ways of supporting the worldwide ministry of the Gospel through the ministry of Wisconsin Evangelical Lutheran Synod.

### Leadership Structure and Subcommittees

Coordinator: Gregg Leidel

Outreach Executive Committee: This subcommittee will be made up of the chairs of the following subcommittees. Gregg Leidel will co-chair the executive committee. This committee will be in charge of finalizing all outreach plans and recommending an annual outreach budget and ministry plan to the church council and/or congregation.

Outreach Activities Committee: This subcommittee will be in charge of planning all of Trinity's outreach activities (4<sup>th</sup> of July Parade, Campfire Devotions, Christmas Tree Lighting Ceremony, Easter for Kids and Vacation Bible School).

Visiting Teams Committee: This committee will be made up of members who are trained to make outreach visits or phone calls to new movers to the community, visitors to the church, non-member parents whose children attend Trinity and others interested in the ministry of the congregation. Making use of new movers lists, the church guest book and information gathered from those attending church and school events, these members will learn how to make follow up visits and cold calls with the goal of helping these prospective members engage in the gospel through Trinity's ministry.

Publicity Committee: This committee will be made up of the pastor, church secretary, school principal and/or faculty member, webmaster and others gifted with skills in graphic arts and communications. This committee will serve not only the outreach needs of the congregation, but all communications of the congregation to the community and our members. All communication on behalf of any entity within the congregation will go through this committee. Our goal is to ensure our communications are professional, consistent and coordinated. In general this committee will be in charge of overseeing advertisement for all events, the church website, the church newsletter, in house advertising such as church bulletin boards, service folder announcements, displays and information tables, all brochures and other advertising material for the church, school and groups. The publicity committee will manage Trinity's prospective member and member database and a media outlet database.

## Outreach Plans

Outreach Calendar: Below is a list of the outreach events scheduled for the 14/15 fiscal year. The events listed below, while they have an emphasis on outreach, are also good opportunities for inreach. Details about each event and ways members can plan or help will be communicated to the congregation several weeks and even months before the scheduled event.

<i>Date</i>	<i>Time</i>	<i>Event</i>
Saturday, June 14	10 am to noon	Outreach Recruitment Day with Lunch
Friday, July 4	TBA	4 <sup>th</sup> of July Parade
July 14-17	TBA	Vacation Bible School
Wednesdays July 9-30	6:30 pm	Campfire Devotions
Date in October	TBA	Blood Drive
Friday, December 12	5:00 pm	Christmas Tree Lighting Ceremony (Family Event)
Saturday, March 28	10 am to noon	Easter for Kids
Date in April	TBA	Blood Drive
Date in June of 2015	10 am to Noon	Outreach Recruitment Day

Promoting the world wide mission of the church: Trinity will cooperate with our Wisconsin Evangelical Lutheran Synod and parasynodical groups to promote and support the world wide preaching of the gospel. We will make use of promotional materials like the WELS Connection news video and other posters and displays from groups within our church body to make our members aware of work they can support with their prayers and offerings outside of the local work of our congregation. We will pray this kind of promotion will also help our members recognize the importance of our church mission offering given to our Wisconsin Evangelical Lutheran Synod.

### **Proposed Outreach Budget for 14/15** \$4,070

(Outreach Activities, \$2,045; Publicity/Communications, \$1,665; Visiting Teams, \$360)

*Please note: Trinity's church mission offering to the Wisconsin Evangelical Lutheran Synod is budgeted under the stewardship area of ministry.*

## STEWARDSHIP

### **Mission of Stewardship:**

This area of ministry seeks to assist Trinity Lutheran Church and School in encouraging, promoting and facilitating faithful stewardship of time, talent and treasure among the leadership and membership of the congregation.

### **Leadership Structure and Subcommittees**

Coordinators: Doug Plowman and Don Helwig

Church Council: It is the role of the church council to execute the ministry plans and goals of the congregation. The church council will be in charge of overseeing all areas of Trinity's ministry. They will recommend a ministry plan and budget for the voters every fiscal year. They can recommend changes or adjustments to the ministry plan during the course of the year. They will work to communicate and coordinate the congregation's plans. The church council will be elected every January. It will select from its members a president, vice-president (who will also serve as the school board chairman) secretary, treasurer, financial secretary, three school board members and a coordinator for each area of ministry (inreach, outreach, church education, worship, stewardship, property management and worker care).

Income Management Committee: The financial secretary will chair this committee, made up also of the church secretary, pastor and office volunteers. Its role will be to record our congregation's income in an accurate and trustworthy manner.

Expense Management Committee: The treasurer will chair this committee, made up also of the church secretary, pastor and office volunteers. Its role will be to ensure all expenses are paid in an accurate and timely manner. This committee will be in charge of making all financial reports to the council and congregation.

Budget and Ministry Planning Committee: Made up of the church president, vice-president, financial secretary, treasurer and stewardship coordinators, this committee will work with every area of ministry to put together a recommended ministry plan and budget for the congregation.

Endowment Committee: Appointed by the church council and ratified by the congregation this committee will oversee Trinity's endowment funds. They will look for ways to promote these funds and will see to the proper distribution of these funds.



## Stewardship Plans

Offering Management: Trinity will, with the help of our God, receive, budget, spend and manage all offerings in an orderly and wise manner. To accomplish these goals the following will be done.

- Offering envelopes will be distributed to the head of each household and to the confirmed children in the household. Members should give their offering in these envelopes to preserve confidentiality and to provide the financial secretary with an efficient way of recording offerings.
- Offering summaries will be provided for each envelope number once every quarter. The Financial Secretary will keep track of each member's offerings using our financial computer software.
- The treasurer will pay all bills of the congregation in a timely manner again making use of the financial computer software.
- The treasurer will report quarterly to the congregation our monthly offerings and how those offerings are keeping up with our expenses. He will also report on how our expenses are tracking with our budget. He will report monthly to the church council.
- At the April congregational meeting the church council will present a recommended budget to the congregation for the next fiscal year. This budget will be based on the Ministry Plan that will also be submitted at the April congregational meeting. Members should study the budget before the June voter's meeting. Comments and concerns about the budget should be given to the church council prior to the June voter's meeting. The church council will seek approval for the budget and ministry plan at the June voter's meeting.

Communications: Trinity's church council and other committees will work diligently with our publicity committee to communicate the plans of the congregation employing the following methods:

- Weekly service folder announcements
- Weekly announcements after church
- Weekly updates to church website
- Email announcements (as needed)
- Church mailbox notices and flyers (as needed)
- Bulletin boards and displays (as needed)
- Personal visits and phone calls (as needed)
- Three congregational meetings (October 26, 2014, January 25, 2015, April 26, 2015)
- A bimonthly church newsletter
- Annual ministry plan and budget

Insurances: Through the church council this area of ministry will make sure the congregation is carrying an adequate amount of property, liability and worker's compensation insurance.

Church Mission Offering: The church mission offering is the main vehicle Trinity will use to support the world wide ministry of the gospel through our Wisconsin Evangelical Lutheran Synod. This area of ministry will be charged with helping the congregation determine what amount the congregation will designate as their church mission offering. This ministry plan calls for a church mission offering that is 10% of gifts given to Trinity's general fund.

Administrative Costs: This area of ministry will also oversee the following costs associated with the church/school office (copy machine maintenance and supplies, supplying the office and technology upgrades).

**Funds:** Through the church council this area of ministry will recommend to the congregation what special funds will be established and promoted within the congregation and how they will be managed. For the 14/15 fiscal year members may give to the following funds. Those wishing to give memorials or other special gifts may wish to consider one of the following funds:

--Trinity's General Fund—Gifts given in Trinity's offering envelopes and/or offering plate, unless otherwise noted, will be considered a gift to Trinity Church and School's general operating budget. Ten percent of these gifts will be given as Trinity's church mission offering to the Wisconsin Evangelical Lutheran Synod.

--Trinity School's Restricted Fund—Gifts given to Trinity School's restricted fund will be used only for school needs.

--Building by God's Grace Fund—Gifts given to this fund will be used to pay off the principal of monies borrowed for the current expansion of our facility. Interest on this debt will be budgeted into Trinity's annual operating expenses. The fund will remain open to collect funds for unbudgeted capital improvement projects as approved and prioritized by the congregation.

--Centennial Fund—This fund will receive monies to offset some of the costs associated with this year's celebration of Trinity's 100 year anniversary. After expenses for centennial events have been paid, any remaining dollars in this fund will be given as a gift to our Wisconsin Evangelical Lutheran Synod. This fund will be opened only during fiscal year 14/15.

--Endowment Fund (General)—Gifts given to the endowment fund give members the opportunity to give an ongoing gift. Monies given to the endowment are kept in interest bearing accounts. The interest and 10 percent of the principal are distributed annually to ministries within and outside our congregation.

--Student Tuition Assistance Fund—Managed by the endowment committee, monies given to this fund will be distributed as financial aid assistance to our members who are attending any WELS Lutheran high schools, colleges or seminary.

**Proposed Stewardship Budget for 14/15** \$69,444

(Administrative, \$4,544; BBGG Interest Payment, \$7000; Expense/Income Management, \$2,700; Insurances, \$10,200; Church Mission Offering; \$45,000)

## WORKER CARE

### Mission of Worker Care:

The purpose of this area of ministry is to coordinate staffing related items such as salary, benefits, continuing education, personnel management and annual reviews.

### Leadership Structure and Subcommittees

Coordinators: John Bennett and Jake Strasburg

*Committees and subcommittees of this group are still under development.*

### Worker Care Plans

Trinity will compensate our called workers and staff in the following ways:

#### Pastoral:

Our full-time pastor will receive a salary in keeping with the Wisconsin Evangelical Lutheran Synod's code for called workers. This code compensates a called worker based on his or her years of experience and amount of responsibility. Trinity will also provide the following benefits that are also recommended by the Synod code: a parsonage, health insurance (Trinity will pay 90% of the premiums of a high deductible-HSA qualifying plan), since he has a family he will receive \$1500 toward a Health Savings Account (HSA) and mileage. Trinity will make contributions toward his Synod pension plan and manage a 403B retirement account. Contributions to the 403B are voluntary.

Our part-time visitation pastor will receive a salary that compensates him for 20-25 visits a month. He will receive an honorarium for presiding and preaching for services. He will also be compensated for his mileage.

#### Faculty:

Our full-time faculty will receive a salary in keeping with the Wisconsin Evangelical Lutheran Synod's code for called workers. This code compensates a called worker based on his or her years of experience and amount of responsibility. Trinity will also provide the following benefits that are also recommended by the Synod code: a housing allowance, utility allowance, health insurance (Trinity will pay 90% of the premiums of a high deductible-HSA qualifying plan), our single called workers will receive \$1000 a year toward a Health Savings Account (HSA) and our called workers with families will receive \$1500 toward a HSA. Trinity will make contributions toward a Synod pension plan and manage a 403B retirement account. Contributions to the 403B are voluntary.

Our part-time faculty will receive a salary in keeping with the Wisconsin Evangelical Lutheran Synod's code for called workers. Any part-time faculty that is called for more than 20 hours per week will also receive contributions to the Synod pension plan. Part-time called workers may contribute to Trinity's 403B retirement plan and a company sponsored Flexible Savings Account (FSA).

#### Support Staff:

Trinity will compensate a part-time janitor and secretary at an hourly rate as determined by the congregation through the budgeting process. Support staff will be eligible to participate in Trinity's 403B retirement plan and make voluntary contributions to a Flexible Savings Account (FSA) managed by Trinity.

#### Organists:

Our organists will be compensated per service at a rate determined by the congregation through the budgeting process. Trinity's organists are eligible to participate in Trinity's 403B retirement plan.

Continuing Education: In an effort to encourage ongoing professional growth among our called workers Trinity will provide reimbursement for our workers to participate in the following opportunities for continuing education.

Pastoral: Monthly circuit meetings, annual district conference or convention, quarterly pastoral conferences and an annual stipend for post-graduate credits.

Faculty: Two teachers' conferences, one pastor/ teacher conference and an annual stipend for post graduate credits.

**Proposed Worker Care for 14/15** \$338,803  
(Compensation and Benefits, \$331,803; Continuing Education \$6,650)

## PROPERTY MANAGEMENT

### Mission of Property Management:

The purpose of this area of ministry is to maintain our property and buildings in such a way that gives a welcoming and respectable impression to our members, guests and community and gives glory to God.

### Leadership Structure and Subcommittees

Coordinators: Frank Coffen

Building and Grounds: This committee will be charged with overseeing the general repair and upkeep of our property and its buildings. They will recommend a budget to the church council every year for capital improvements, maintenance and repairs and utilities.

Facility Committee: Formed to oversee and coordinate the plans of our current building project—the congregation may wish to recommend this committee stay active to evaluate and help coordinate any other major capital improvements to our facility.

### Property Management Plans

Upkeep and repair: Trinity will rely on a part-time janitor and volunteers coordinated by the Building and Grounds committee to clean and maintain our property. Contractors will be hired when the scope of the work is outside what is reasonable for our volunteers. The building and grounds committee will schedule a spring and fall work day to give our members the opportunity to complete a major cleaning of our property and buildings.

Capital Improvements: Trinity's building and grounds committee has identified the following projects that will need to be completed in the near future. Monies budgeted for capital improvements will be used to complete some of the projects on this list:

- New church garage roof
- New parsonage garage roof
- Replace sidewalk to the connecting hallway entrance
- Replace school windows
- Repair connecting hallway insulation
- Remodel existing church bathrooms and kitchen

### **Proposed Property Management Budget for 14/15** \$48,050.00

(Capital Improvements \$8,000; Maintenance and Repairs, \$12,100; Utilities \$22,490; Parsonage \$5,460)

**Trinity Lutheran Church and School Approved 14/15 Budget Summary**

	<b>14/15 Budget</b>		
<b>Church Education</b>			
Adult Education	\$	3,087.00	
Youth Education	\$	2,555.00	
	\$	<b>6,295.00</b>	<b>pp 10-11</b>
<b>Inreach</b>			
Care Activities	\$	1,800.00	
Fellowship Activities	\$	4,560.00	
Records	\$	144.00	
	\$	<b>6,504.00</b>	<b>pp 12-13</b>
<b>Trinity School</b>			
Auxiliary	\$	2,612.00	
Extra-Curricular	\$	2,135.00	
Field Trips	\$	1,137.00	
Class Work	\$	18,074.00	
	\$	<b>23,958.00</b>	<b>pp 5-6</b>
<b>Outreach</b>			
Outreach Activities	\$	2,045.00	
Publicity	\$	1,665.00	
Visiting Teams	\$	360.00	
	\$	<b>4,070.00</b>	<b>pp 14-15</b>
<b>Property Management</b>			
Capital Improvements	\$	8,000.00	
Maintenance and Repair	\$	12,100.00	
Utilities	\$	22,490.00	
Parsonage	\$	5,460.00	
	\$	<b>48,050.00</b>	<b>p 21</b>
<b>Stewardship</b>			
BBGG Interest Payment	\$	7,000.00	
Income Management	\$	900.00	
Expense Management	\$	1,800.00	
Insurances	\$	10,200.00	
Church Mission Offering	\$	45,000.00	
Administration	\$	4,544.00	
	\$	<b>69,444.00</b>	<b>pp 16-18</b>
<b>Worker Care</b>			
Compensation and Benefits	\$	331,803.00	
Continuing Education	\$	6,650.00	
	\$	<b>338,453.00</b>	<b>pp 19-20</b>
<b>Worship</b>			
Word and Sacrament	\$	4,825.00	
Worship Support	\$	9,650.00	
	\$	<b>14,475.00</b>	<b>pp 7-9</b>
<b>Total</b>	\$	<b>511,249.00</b>	