



Report to the Congregation

January 28, 2024



OUR SAVIOR'S
LUTHERAN CHURCH
Connecting Faith to Everyday Life.



OUR SAVIOR'S

LUTHERAN CHURCH

Dear Partners in Ministry:

As we gather together as a congregation for our Annual Meeting and reflect on the past year, we recognize that we have been and continue to be in a period of transition. And while this period can seem daunting and uncomfortable at times, it also presents a valuable opportunity to reflect, renew, and reengage.

Over the past year, I have enjoyed the opportunity of getting to know many members more closely and it has profoundly changed the way I view Our Savior's. We truly are a church comprised of amazing individuals who have the common goal of coming together to grow our faith. Perhaps the highlight for me has been watching people step up, time and time again, to give freely their gifts and talents to help keep the church moving forward. And it is through these inter-connected relationships that I see the work of Jesus alive in serving our mission.

The energy is growing and is palpable. And as we gather on another cold wintry day in January, we celebrate the efforts of the many volunteers, past and present, who make Our Savior's the wonderful place that it is.

As we look forward, let us find ways to celebrate the many great ministries happening at Our Savior's while also focusing on opportunities for improvement or new adventures. This will take everyone's active participation and I am excited and energized by the commitment of many members that have stepped up so far. I know, together, we will continue to make great strides in building our ministry.

On behalf of the Governing Board, I want to thank the congregation for your prayers, patience, and grace throughout the past several months and in the months ahead. I also want to give special recognition to several of our staff who work passionately and tirelessly to help keep things moving forward. We are truly blessed to have them as a part of our OSL family.

As we move forward this year, my greatest hope is that Our Savior's continues to evolve as a place of faith where anyone and everyone feels they belong. We are grateful to all of you for your continued support and look forward to continuing to partner with you in the year ahead.

Shawn Pritchett,
Congregational President

AGENDA
Annual Meeting of the Congregation
Our Savior's Lutheran Church of Sioux Falls, South Dakota
28 January 2024 | 12:15 P.M.

- 12:15 1. Welcome & Call to Order
- 12:17 2. Spiritual Direction
- 12:21 3. Adoption of Rules
- 12:24 4. Adoption of Agenda
- 12:25 5. Approval of Minutes
- a. Annual Meeting, 29 January 2023
 - b. Mid-year Congregational Meeting, 20 August 2023
 - c. Special Congregational Meeting, 19 November 2023
- 12:27 6. Ministry Updates
- a. Ministry Celebration – Volunteer and Ministry Team Recognition
 - b. Committee Updates – see handouts
 - i. Policy and Leadership Development
 - ii. Stewardship Development
 - iii. Finance
 - c. Stewardship Calendar Update and Discussion
 - d. Call Process Overview
 - e. Transition Team Update
- 12:47 7. Election of Leaders – see ballot
- a. Governing Board
 - b. Synod Assembly Voting Members
 - c. Resolution of gratitude for outgoing board members
- 12:52 8. New Business
- a. Debt Retirement Campaign Update
 - b. Reflections from Youth Ministry Listening Session
 - c. Library Grant Update
 - d. Augustana Hockey Parking Update
- 1:12 9. Announcements
- 1:15 10. Adjourn

Minutes of Annual Meeting
Our Savior's Lutheran Church
29 January 2023 | 12:30 P.M.

1. Alison called the meeting to order at 12:30 P.M.
 - a. Dennis McFarland served as parliamentarian and Toni LeVasseur recorded the minutes.
2. Shawn Pritchett gave the opening devotion and prayer.
3. Adoption of Rules – **MSC**¹
 - a. Other than Robert's Rules of Order it was proposed to adopt another rule:
 - i. When debating a rule on the floor, speakers will alternate between those speaking for the motion and those speaking against the motion.
 - ii. Debate will be limited to three for and three against.
 - iii. Speaker's comments limited to two minutes.
 - iv. Also we will only use the written ballots on the tables, Green and Red voting cards
4. Adoption of Agenda – **MSC**
5. Approval of Minutes
 - a. 2022 Annual Meeting on 30 January 2022 – **MSC**
 - b. Special Congregational Meeting on 12 June 2022– **MSC**
 - c. Mid-year Congregational Meeting on 31 July 2022 – **MSC**
6. Ministry Updates
 - a. Ministry Celebration
 - i. Bob and Joan Thimjon were honored for their work on the selling of the rental properties.
 - ii. Portions of letters from the people who bought the houses were read to convey their gratitude to Bob and Our Savior's for helping them achieve their goal of home ownership.
 - b. Committee Updates
 - i. Alison encouraged those in attendance to read the committee reports in the meeting booklet and direct any questions they may have to the respective committee chairs.
7. Election of Leaders – **MSC**
 - a. Governing Board – as there were no additional nominations from the floor, a unanimous ballot was cast for the following leaders:
 - i. President – Shawn Pritchett
 - ii. Vice President – Anne Rieck McFarland
 - iii. Secretary – Toni LeVasseur
 - iv. Treasurer – Randy Fink
 - v. At-large – Ryan Oorlog
 - vi. Ex Officio Members
 1. Immediate Past President – Alison Sahly
 2. Senior Pastor – Randy Gehring
 - b. Voting Member, SD Synod Assembly (June 2–3, 2023) – Once nominations ceased, a unanimous ballot was cast for the following leaders:
 - i. George Lee

¹ MSC is shorthand for "moved, seconded, carried."

- ii. Lynda Lee
 - iii. Judy Ruud
 - iv. Anne Rieck McFarland
 - v. Tom Berkland
 - vi. Deb Ver Steeg
 - vii. Maribeth Anderson
 - c. **MSC** – a resolution expressing gratitude for the faithful service of outgoing board members Dan Van Schepen and Joylynn Buus.
8. New Business
- a. Affirmation of Ever Forward: A Strategy for Mission – **MSC**
 - b. Distribution of house sale proceeds
 - i. It was shared with those in attendance that the congregation’s contractual obligation of placing \$75,000 of the total proceeds from the sale of the house at 2605 S. Prairie Avenue into the church’s seminary scholarship fund had been met.
 - ii. By their recommendation, the Governing Board moved designating the proceeds of the sale of four rental houses for the purpose of paying our regular mortgage principal payments for the period of February 1, 2023 – July 31, 2023. During this time, the Governing Board will develop a five-year capital plan and a 12-month case flow proforma, which will be presented to the congregation at the mid-year meeting in July. – **MSC**
 - c. Adoption of proposed amendments to constitution and bylaws
 - i. Amendments to the constitution originated at Churchwide Assembly of the ELCA and are required by rule. – **MSC**
 - ii. Amendments to the bylaws were minor in nature involving changes in punctuation, formatting, capitalization, and inclusive language. – **MSC**
9. Meeting was adjourned at 1:36 P.M. with the praying of the Lord’s Prayer.

Respectfully submitted,

Toni LeVasseur

OSL Mid-Year Congregational Meeting 20 August 2023

1. Shawn Pritchett, President, welcomed everyone, opened the meeting and established a quorum
2. Anne Rieck McFarland gave the Spiritual Direction
3. The Board made a motion to adopt the FY24 four-month Ministry Plan.
 - a. Dave Person seconded
 - b. There was some discussion in regard to the Ministry Plan and membership
 - c. The four-month Ministry Plan was adopted by consensus
4. Pastor gave a Ministry Spotlight – Nursing group. He talked about volunteers filling that vacancy.
 - a. Caring ministries will hold a Spiritual Care Wellness weekend on the third Sunday of the month – September-May.
5. Table Talk:
 - a. Charlie talked about the Icons in Transformation. He explained a little bit about the display and that volunteers were needed.
 - b. Ryan Oorlog talked about how his family volunteers and encouraged others to become engaged and as active volunteers as well.
 - c. There were five action team sheets of paper for congregation members to sign up to volunteer:
 - i. Benevolences
 - ii. Communication
 - iii. Debt/Finance
 - iv. Member/Outreach
 - v. Food Ministry
6. Meeting was adjourned by saying the Lord's Prayer

Respectfully submitted,
Toni LeVasseur

Special Meeting of the Congregation Minutes
Our Savior's Lutheran Church
19 November 2023

1. Shawn Pritchett, President, called the meeting to order
 - a. Dennis McFarland – Parliamentarian. Toni Levasseur took minutes
2. Spiritual Direction was given by Anne Rieck McFarland
3. Quorum was met, with 118 members signed in.
4. Ministry Updates
 - a. John Quello gave update on the Debt Reduction/Elimination
 - b. Lefse sale - \$1,806 raised.
5. New Business
 - a. Adoption of FY24 (November 2023 – June 2024) Ministry Plan
 - i. Foundation Allocations are proposed
 1. The biggest contribution we are asking for is technology
 2. Not used for operations
 - ii. Motion - Deb Versteeg; 2nd - David Kerksen
 1. Discussion; **Approved**
 - b. Land sale (small strip of land)
 - i. We own 18ft of land on that property.
 1. Air conditioner sits on our land. Home owner wants to purchase it.
 2. South of parking lot there are fences sitting on our property.
 3. Proposed: Allow the governing board to move forward with disposing the 6ft of property that has been fenced in by the owners at the South end of our property and the remaining 12ft of that sliver to the south of that home abutting Prairie Avenue.
 - a. Motion – Maribeth Anderson; 2nd – Sarah Curry
 - b. Discussion – Along that fence is a water line that we pay the bill on. Concern is that we are not giving away utility right away for potential future development of that back property.
 - c. Amend the motion, by consensus, to verify where all those utilities are located and preserve potential utility access if development occurred on the south side of the OSL property.
 - d. Motion to amend – John Quello; 2nd – Maribeth Anderson
 - e. Amendment **approved**.
 - f. Original motion **approved**.
6. Adjourn – Lord's Prayer

Respectfully submitted
Toni LeVasseur, Secretary



OUR SAVIOR'S

LUTHERAN CHURCH

Policy and Leadership Development Committee January 2024 Annual Meeting Update

Policy and Leadership Development Committee Members: Anne Rieck McFarland – Chair, Carrie Aaron, Ryan Oorlog, Pastor Paul Svingen

Committee Responsibilities:

Size: The Policy and Leadership Development Committee shall be composed of three (3) to five (5) members, including one Governing Board member not assigned to any other committee and the senior pastor.

Chair: The chair of the Policy and Leadership Development Committee shall be chosen by the members of the committee at the first meeting of the committee following the annual meeting of the congregation.

Roles:

- Recruit and nominate members to the Governing Board, the Finance Committee, the Policy and Leadership Development Committee, and the Stewardship Development Committee. Nomination for any office may be made by any member of the congregation from the floor at the annual meeting, providing that the nominee has agreed to serve if elected.
- Provide orientation and training to Governing Board and Committee members.
- Oversee the development and annual review of the Personnel Policy and Procedures Manual.
- Recommend policies related to governance (i.e. Covenants, Governing Board Job Description, Conflict of Interest, etc.).
- Conduct an annual review of these bylaws and church constitution.
- Develop and facilitate a process for developing future church leadership.

Authority: All decisions by the Policy and Leadership Development Committee shall be ratified by the Governing Board.

Committee Accomplishments:

The committee continues to follow the Annual Work Plan to guide its activity and ensure their responsibilities are accomplished. This work plan is continually being modified as additional tasks, policies, position statements and documents needing attention are identified.

During the course of the year, it was identified that some additional modifications to our Personnel Manual related to holiday and remote work were needed. It was also identified that an “on-boarding” process needs to be laid out for new hires that includes the review of the Personnel Manual along with other important OSL information. It has also become clear that a communication policy is needed to lay out expectations related to what and how the Governing Board and ministry teams will communicate with the congregation on various happenings in the church and to continually invite conversation and feedback from the congregation. More work will be completed on this as feedback is gathered from the Transition Taskforce. It has also been identified that how the Governing Board, board committees, ministry teams, staff and congregation interface with one another is unclear. This will be another policy or guideline to be developed to clarify roles, responsibilities, lines of authority and communication expectations.

The below shows the activity of this committee over the past year.

The committee is seeking at least one additional member at this time. If any congregation member has an interest in learning more, please contact any one of the current members. The committee generally meets one time per month for approximately one hour. There are rare occasions when there are assignments made that require time outside of the committee meeting. We welcome some new membership.

2024 PLDC Annual Work Plan

Tasks	Review Cycle	Month of Activity	Last Date of Completion
Leadership Academy Review (this academy isn't active)	Annual	January	January '22
Propose Slate to Congregation and Governing Board	Annual	January	January '24
Identify Synod Assembly Voting Member Nominations	Annual	January	January '24
Recruit Nominations for Board, Propose Slate for Board and Congregation	Annual	October	January '23
Recruit and Nominate Committee Members to Governing Board	Bi-Annual	May/October	January '23
Governing Board Orientation Process **scheduling in February 2024 w/ new members	Annual	February (orientation)	

Policies	Review Cycle	Review Month	Last Committee Review	Last Board Approval
Use of Facilities Policy	Annual	February	March '23	March '23
Board Media Policy	Annual	March	March '23	March '23
Personnel Policy Manual**	Annual	March	June '23	July '23
** adding remote work policy, updating holiday schedule, including process for annual review of manual with the team				
Senior Pastor Evaluation Policy	Annual	March	March '23	March '23
Board Self-Assessment Policy	Annual	April	April '23	April '23
Prevention of Abuse to Vulnerable Populations	Annual	April	April '23	April '23
Board Policy Development	Annual	July	August '23	August '23
Board Governance Policy	Annual	June	June '23	July '23
AdHoc Task Force Policy	Annual	July	November '23	Dec '23
Membership Policy Manual	Annual	July	March '23	March '23
**Congregation Communication Policy ** in development				
**Governance Structure Guideline for responsibility, authority and communication				

Position Statements	Review Cycle	Review Month	Last Committee Review	Last Board Approval
Position Statement: Governing Board Covenant	Annual	July	March '23	March '23
Position Statement: Property Development, Acquisition, and Liquidation	Annual	July	May '23	May '23
Position Statement: Commitment to Strategic Planning	Annual	July	May '23	May '23

Documents	Review Cycle	Review Month	Last Committee Review	Last Board Approval
Congregational Constitution (requires Congregational Approval)	Annual	June	August '23	January '23
Bylaws (requires Congregational Approval)	Annual	October	November '22	January '23
Memorandum of Understanding w/OSL Foundation and Board	Annual	December	November '23	December '23

****IN DEVELOPMENT**

Last Revised: January '24

Respectfully Submitted: Anne Rieck McFarland, Committee Chair



Stewardship Development Committee Update

January 28, 2024

Members: Dan Drenkow – Chair, Brad Green - Secretary, Anthony Pizer, Alison Sahly, Pastor Paul Svingen

Committee Responsibilities

- Size: The Stewardship Development Committee shall be composed of five (5) to eleven (11) members, including one Governing Board member not assigned to any other committee and the senior pastor. Chair: The chair of the Stewardship Development Committee shall be chosen by the members of the committee at the first meeting of the committee following the annual meeting of the congregation.
- Responsibilities:
 - Develop a culture of stewardship and relationship development that creates an on-going spirit of giving and generosity.
 - Coordinate and conduct the annual stewardship appeal.
 - Provide ongoing stewardship education to the congregation.
 - Centralize all church appeals, financial and in-kind, for awareness and coordination.
- Authority: All decisions by the Stewardship Development Committee shall be ratified by the Governing Board.

Committee Accomplishments

Continued to meet monthly since July 2023.

Held a Thanks a Lotta event for everyone on commitment return Sunday (which was also Mother's Day).

Finalized contacts to pledgers and non pledgers from the May 2023 campaign.

Assisted with information and guidance for the special fall 2023, winter 2024 debt retirement campaign.

Worked with new staff on development committee reports and needs.

Committee Priorities during and after our transition

- Continue to follow our Stewardship Development Calendar as a guide to help us more fully carry out our role of developing a culture of generosity at Our Savior's.
 - Ask the congregation for suggestions on educational events we can sponsor to grow our culture of stewardship awareness.
 - Ensure a quarterly sermon emphasizing our stewardship and our spirit of giving and generosity.
 - Planned stories and videos highlighting “Your Gifts Are Making a Difference”

- We are planning to move our main 2024 stewardship appeal back to the traditional Fall schedule (Thanksgiving time frame) to allow for better tax time planning and year end blessings.
 - This will mean a mini revival campaign this Spring during our recent years after Easter time-frame.
 - The mini revival will include thanking members for their continued support, asking everyone to continue giving at their current levels, and providing a means to increase your generosity for all inclined.
 - We'll coordinate all of this with our special debt retirement campaign.
- Assist in creating NEW video messages during communion for our online audience thanking them and recognizing them as part of the worship and inviting them to become sustaining partners.
- Encourage volunteering on the committee; an enjoyable once a month meeting and opportunity to thank people for sharing their gifts of time, talent, and treasure.
- Entertain new projects including:
 - Training staff and volunteers in the Anchor Storytelling Model for Engagement.
 - Build and develop OSL's Volunteer & Generosity Portraits.
 - Grow financial support from TV, online, and other media audiences.

Overall Rating of New Governance Structure – 9

This committee functioned well throughout the year, even in light of our transition phase. Special campaigns at mid-year, like our Debt Retirement Campaign and our Fall 2022 Revival Campaign continue to nurture and grow an abundance mindset in the congregation. We are excited to learn from the transition task force work and to align our work with OSL's vision for ministry.

Don't hesitate to reach out to me for a chance to serve on our fun, fulfilling committee. Everyone is welcome and all time and talent is appreciated.

Submitted by Dan Drenkow on behalf of the committee



OUR SAVIOR'S

LUTHERAN CHURCH

Finance Committee Update

January 2024

Members: Kristina Jeremiason, Dean Buckneberg, Brian Sittig, Pastor Paul Svingen, and Randy Fink, Treasurer

Committee Responsibilities*

- Review and monitor monthly financials
- Review and approve annual Reviewed Financials
- Prepare a ministry plan that includes all project expenditures, including capital expenditures.
- Review and monitor debt management strategies and make recommendations for change as needed
- Recommend policies related to purchasing and sound financial practices

*All recommendations or decisions made by the Finance Committee must be approved and ratified by the Governing Board.

YTD Financial Report

- As of July 1st 2023, we have a new accounting firm to prepare our financials. Ledger Accounting is going through that transition phase setting up accounts etc. so as of the writing of this report we have only seen financial information through October.
- We hired a new Business Administrator in July of 2023 and are going through the same transition of getting better organized, setting up spread sheets etc. Our goal is to be current with our financials by February/March 2024.
- Total contributions are on pace with the FY 24 Ministry Plan.
- Personnel expenses are in line with the FY24 Ministry plan. Personnel accounts for approximately 58% of our operating expenses.
- As of December 31st, 2023, our mortgage principal balance with Thrivent had a balance of \$1,205,128. The balance at the end of December 2024 will be \$1,052,615. All payments are current. The interest rate is currently at 2.99% and scheduled to reset in December of 2024.
- As of January 1st, 2024, the monthly mortgage payment of \$15,539 is being made from the mortgage debt reduction funds.
- As of January 19th 2024, we had pledges towards the mortgage debt reduction/elimination campaign of \$1,117,452 and have received \$710,205 of these total pledges.
- Total cash position as of January 19th, 2024, was \$1,558,423. The majority of this came from the sale of rental properties and the mortgage debt reduction/elimination campaign.

Committee Accomplishments

- Reviewed and approved monthly financial statements.
- Reviewed and approved June 2023 annual review from Paceline with no deficiencies noted.
- Due to increased cost, we switched accounting firms from ELO to Ledger Accounting as of July 1st, 2023.
- We have set up a mortgage debt reduction money market account where the monthly payment of \$15,539 is paid from. The interest rate on this account is 4.90%. There is currently approximately \$400,000 in this account.
- We have opened a \$400,000 7-month CD with an interest rate of 5.17%. This includes funds for the debt reduction/elimination and library grant funds.
- We pulled \$75,000 from the general checking account and opened a CD. These funds are designated towards the Seminary Scholarship Fund as agreed from the sale of the rental homes.
- We also have a separate account of approximately \$503,000 earning 4.9% in a money market which is the funds from the sale of the rental properties.
- Grant Funds from OSL Foundation in 2024. These funds total \$142,000 and some of these projects are in the process. Funds will be used for the following:
 - \$10,000 HVAC
 - \$4,000 Breaker Box updates, \$4,000 Key FOB updates
 - \$30,000 Sanctuary Lighting updates
 - \$10,000 Foreign Mission
 - \$10,000 Missionary Support
 - \$60,000 Upgrade computers, software etc.
 - \$9,000 Landscaping and Lawn Care
 - \$5,000 Parish Nursing

Committee Priorities

- Maintain Benevolence at \$200,000 for 2024. Set up monthly payments with Synod. Synod contribution proposed to remain unchanged.
- Monitor monthly financial statements and position to ensure fiscally responsible leadership.
- Improved communication updates to church membership.
- Monitor cash levels.
- Monitor debt retirement and upcoming rate reset.
- Track performance to FY24 Ministry Balanced Budget plan.

Governance Structure

The governance structure provides sufficient financial oversight and review over OSL's operations. With a somewhat uncertain economic climate, the fiscal year ahead may challenge our faith community and community at large. We will continue to work to target resources to priority needs for the congregation. We will always have room for improvement in direct and regular

communication with the congregation from our Committee. I look forward to my and our committee's continued service to the congregation.

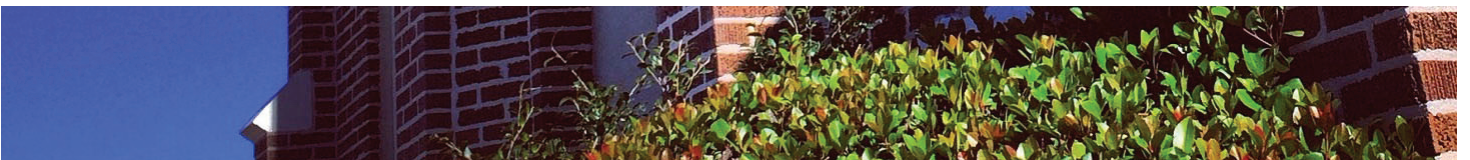
Submitted by Randy Fink; Treasurer, Finance Committee Chair



Call Process



South Dakota Synod
Evangelical Lutheran Church in America
God's work. Our hands.



South Dakota Synod Call Process Staff

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Last Revised: January 2020

OVERVIEW OF STEPS IN SEEKING A NEW PASTOR

- ☐ 1. INFORM THE SYNOD OFFICE OF YOUR ROSTERED MINISTER OPENING
Have time for prayer and reflection as your congregation goes through this transition.
- ☐ 2. ARRANGE FOR PASTORAL ASSISTANCE DURING THE TRANSITION
- ☐ 3. COMPLETE A CONGREGATIONAL ASSESSMENT
Create a call committee.
Complete a Ministry Site Profile (MSP).
- ☐ 4. MINISTRY SITE STUDY
- ☐ 5. CANDIDATE PROCESS
Candidate profiles are sent to the call committee for their review.
Interviews with candidates are scheduled and completed by call committee.
- ☐ 6. RECOMMENDATION
Council takes action on the recommendation of the call committee
- ☐ 7. CONGREGATIONAL MEETING TO VOTE ON THE CANDIDATE
- ☐ 8. CANDIDATE DISCERNS CALL
- ☐ 9. INSTALLATION

1

STEP ONE

INFORM SYNOD OFFICE

When a congregation seeks to call a new rostered minister, the council president informs the Synod Office.

Consult your congregation's constitution and by-laws for your call process guidelines. Updates may be necessary.

Seek prayer and reflection as your congregation goes through the transition of calling a new rostered minister.

2

STEP TWO

ARRANGE FOR PASTORAL ASSISTANCE DURING THE TRANSITION

The council president contacts the synod office to arrange Pulpit Supply and/or Interim ministry, depending on what is appropriate for your congregation.

In addition, a list of names for pulpit supply is available at <http://sdsynod.org/how-to/call-process/> under Call Process Resources.

3

STEP THREE

CONGREGATIONAL ASSESSMENT

Your congregation will form a Call Committee according to your constitution to work directly with the Synod. Your Call Committee should reflect the demographics of your congregation.

Complete your congregation's Ministry Site Profile (MSP). This document is the primary tool used to describe your congregation, its mission and ministry needs. This document will introduce your congregation to the candidate. In order to present your congregation in the best light it is important to take plenty of time and prayer as you work on this document.

The MSP can be found online at: www.elca.org/call-process.

A helpful tool for the congregation's MSP is the Vitality Survey found at: www.congregationalvitalitysurvey.com.

4

STEP FOUR

MINISTRY SITE STUDY

A ministry site study is scheduled with a member of the Synod Staff and may also include your Conference Dean and/or Conference Lay Person.

At the Ministry Site Study, Synod Staff explains the call process, answers questions, and reviews the MSP with the congregation. For the sake of transparency and keeping people informed, it is important that the whole congregation be invited to attend; leadership, including the Call Committee and Council, should make it a priority to be present.

5

STEP FIVE

CANDIDATES

The Call Committee receives Rostered Minister Profiles (RMPs) from the Synod. These candidate profile(s) are sent from the Synod office to the Call Committee chairperson after the ministry site study has been completed.

Call Committee then receives and reviews RMPs.

After the Call Committee reviews potential candidate(s), the Call Committee chairperson arranges a time for the candidate(s) to be interviewed by the committee. Interviews can take place in-person, via phone, or video call (ex. Skype, FaceTime or GoToMeeting).

During the candidate process, it is the duty of the Call Committee chairperson to communicate clearly and promptly with the candidate(s) of the timeline and progress made by the committee.

[Resources](#)

[Interview](#)

[Questions](#)

[Costs](#)

[Where do candidates come from?](#)

6

STEP SIX

RECOMMENDATION PROCESS

With candidate's approval, the Call Committee recommends candidate to council.

The council may choose to move forward or not with a candidate.

If church council approves candidate, then church council

- Chooses to bring candidate back for conversation with council and/or meet and greet with congregation.
- Negotiates compensation, housing, etc. (see synod compensation guidelines)
- Drafts Letter of Call along with the Definition of Compensation, Benefits and Responsibilities.
- Motions for a congregational meeting for a vote to call the candidate.

If church council rejects candidate or candidate removes their name from the process, return to Step 5.

7

STEP SEVEN

CONGREGATIONAL MEETING

- The Candidate's profile is presented to the congregation.
- The congregation votes by ballot to call a candidate. Two-thirds majority is required.
- The Call Committee chair informs the candidate of the congregation's decision.
- If the congregation votes to extend a call, sign the Letter of Call and send the Letter of Call along with the Definition of Compensation, Benefits, and Responsibilities to the synod office for the Bishop's signature.

If the congregational vote does not meet the two-thirds majority, return to step 5.

8

STEP EIGHT

CANDIDATE DISCERNS CALL

- A congregation will typically hear from the called candidate within 30 days of the candidate's receipt of the Letter of Call. The candidate may request a meeting with the church council for purposes of further information and clarification on the Letter of Call, moving arrangements, and start date.
- If the response is "yes", then proceed with plans for the candidate's moving, start date, and installation.
- If the response is "no", begin again with Step 5.

9

STEP NINE

INSTALLATION

- The installation is arranged by the council president and new pastor in consultation with the synod office.
- The bishop, associate to the bishop, or conference dean participates in the Service of Installation.
- Welcome your new minister and family.

FREQUENTLY ASKED QUESTIONS AND RESOURCES

The Call Committee

- Refer to your congregational constitution for your particular rules on forming your Call Committee.
- Name a chairperson or a contact person and provide the synod office with their contact information.
- Members should pledge themselves to conduct their work within the following ethical guidelines:
 - Discussions held within the committee, stay with the committee. Names of potential candidates will not be given to members of the congregation until the name is presented for a congregation wide interview or a meeting is held to vote on extending a call.
 - The committee will exercise due diligence in contacting the references provided by the pastor.
 - The committee will contact references after a face-to-face interview has occurred.
 - The committee will insure the congregation pays the expenses of candidates it invites for interviews.
 - The committee chair will keep the candidate informed of all decisions made by the committee, or congregation concerning the candidate.
- The Call Committee members are encouraged to form the Mutual Ministry Committee for the first year of the new pastor's call.

What happens at the Ministry Site Study?

After the Ministry Site Profile (MSP) is complete, a date and place is determined to hold the ministry site study.

The agenda for the one hour meeting will consist of the bishop, or one of the associates from the synod office, meeting with everyone. The MSP will be discussed and conversation about the call process will take place. The synod representative will lead the meeting.

Where do the names of pastor/rostered ministers originate?

1. Bishops, synod offices, and synod ministries
2. Pastor seeking a call
3. Your congregation
4. Other references

SAMPLE VOUCHER

Call Committee Interview Expense Voucher

Name of pastor: _____

Mailing address: _____

Date of interview: _____

Place of interview: _____

Car round trip _____ miles @ IRS guidelines/mile _____ \$

Lodging expenses \$ _____

Meals \$ _____

Total expenses to be reimbursed from the congregation
to the pastor \$ _____

SAMPLE INTERVIEW QUESTIONS

This list of possible questions is not comprehensive, but merely suggests issues you might want to raise with the candidate in areas connected with parish life. Select 8-10 questions that will shape the primary part of the interview.

Preaching/Worship Leadership

1. Describe how you go about preparing for the worship service on Sunday morning.
2. Think back in your ministry and tell me about the most difficult sermon you ever preached.
3. Share some of your thoughts about the worship life of a congregation.

Social Ministry

1. Tell me how you evaluate community needs and community strengths.
2. Describe how you have contributed to the quality of life in your community.
3. Describe how you go about motivating members of your congregation to respond to community needs.

Administration

1. Describe the steps you take normally when working with groups to achieve consensus or cohesiveness.
2. How would you describe your style of leadership in overseeing the work of the congregation?
3. Tell me about a period in your life when you had to manage multiple demands in your work and how you determined priorities.

Teaching

1. How do you evaluate the faith development of others?
2. Describe your approach to helping adults to grow in their faith.
3. Describe your approach to teaching children and young people about the Christian faith.

Stewardship

1. Describe how you have helped others grow in their personal stewardship.
2. In what ways have you helped members understand the management of their money and their responsibilities as Christian stewards?
3. Describe the development of your personal sense of Christian stewardship.

SAMPLE INTERVIEW QUESTIONS CONTINUED

Evangelism/Mission

1. Describe ways in which you typically become acquainted and associate with unchurched people in your community.
2. What kind of guidance and training do you provide members of your congregation for reaching unchurched persons in the community?
3. Describe how you have achieved a multicultural approach to your ministry.

Interpersonal Climate

1. What steps do you take in helping others feel secure, trusted, and open with you?
2. When pressure mounts, how do you maintain your cool in ministry?
3. Describe an experience where conflict arose between you and another person and how resolution was finally achieved.

Ministry in Crisis

1. Describe your style of ministry to persons in crisis.
2. Describe how you have used the establishment of boundaries to strengthen your ministry.
3. How do you assess your own professional limitations when ministering to persons in crisis?

Interpret Theology

1. Describe ways in which you communicate the faith.
2. Describe your skills as teacher and preacher.
3. What resources do you use to remain theologically and Biblically fresh and current?

Innovation/Creativity

1. Describe your approach to introducing new ideas in the congregation.
2. Describe your current vision for ministry and how you would help others in the congregation to capture that vision.
3. Think back in your ministry and describe a situation that was stagnant or failing and describe how you stepped in to revitalize it.

Participant in the Larger Church

1. Describe how you have guided your congregation into understanding their relationship to the greater church.
2. Describe your participation in the work of the church beyond the congregation, including ecumenical relationships, church agencies, and institutions.

SAMPLE INTERVIEW QUESTIONS CONTINUED

3. Describe what your congregation believes to be their role as a congregation of the ELCA.

Personal Growth

1. Describe some of your most important accomplishments and how you went about reaching those goals.

2. How do you work at making yourself more effective in your work?

3. Briefly describe ways in which you care for yourself physically, emotionally, socially, and spiritually.

Call to Ministry

1. Briefly describe the events which led you to prepare for the ministry.

2. Describe the process of deliberation which helps you determine God's call.

3. In what ways has your call to ministry changed over the years?

Questions Candidates May Ask

An effective interview is a two-way street, with the candidate also bringing questions and concerns. Allow time and opportunity for the candidate to ask questions and be prepared to address them.

1. What is the focus of your congregation? Describe your mission.

2. What is the role of staff and what is the role of the laity in your congregation?

3. How many people are involved in leadership roles? How are lay people involved in worship?

4. In your opinion, how are decisions made in your congregation?

5. What long- and short-term goals has the congregation adopted? When was the last time an in-depth self-study was conducted?

6. What is the congregation's commitment to support of and partnership with the synod and the ELCA?

7. How does the congregation respond to change and how are changes made?

8. What part should family members of staff play in the congregation?

9. What would you display on a highway billboard regarding your congregation?

10. Why did the previous pastor leave?

11. Is there any history that I should know in the congregation, good or bad?

2023 By the Numbers

Celebrate Worship

617 musician hours (Sunday)
273 musician hours (rehearsals)
450 Celebrate Worship
Coordinator hours (162 on Sundays)

OSL Library

4,763 patrons
6,868 check-outs
33 volunteers
10,000 book titles

Baptisms - 17
Weddings - 5
Funerals - 20
Deaths - 36
(16 funerals off-site
or no OSL involvement)

Youth & Family
Sunday School/
Faith Formation - 92
HS Youth Group - 12
MS Youth Group - 32
Confirmation - 32

continued...

2023 By the Numbers

(continued)

Ministries - 40

ACE Academy

Altar Guild

Bereavement

Bells of Our Savior's

Card Recycling

Caring Friends

Celebrate Band

Children's Ministry

Communion Servers

Confirmation

Conversations with God

Creation Care Ministry Team

Debt Reduction

Faith Community Nursing

Food Ministry

Funerals Food Ministry

Gathering Place Decorations

Good Grief Group

Greeters Team

Healing Garden

Icons in Transformation

Joyful Noize Children's Choir

Knitting Group

Library

Media Tech

Money Counters

OSL Choir

Pickleball

Property Ministry

Piece by Peace Quilting Group

Social Justice Issues

Sound Tech

Stephen Ministry Team

TV Production

Ushers

Walking Wednesday

Woodshop

Worship Décor

Worship Scripture Readers

Youth Ministry (MS/HS)

Committees

Finance

Policy Development

Stewardship

Coming Soon

Communication

Membership

Storytelling

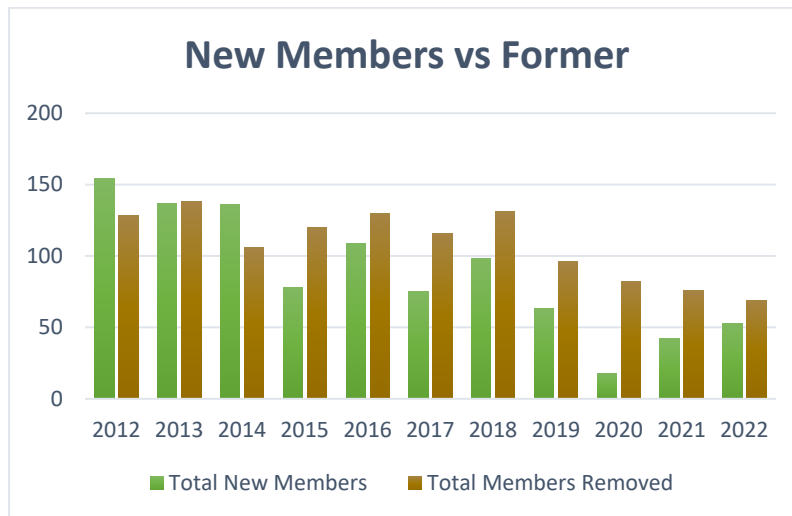
Attendance Comparison: 2022 vs. 2023

	2022				2023			
	Saturday	Festive	Celebrate	Total	Saturday	Festive	Celebrate	Total
<u>QUARTER 1 (January - March)</u>								
Regular Service Attendance	455	1,469	2,562	4,486	591	1,285	3,574	5,450
Regular Services	12	24	24	60	13	12	24	49
Average per Service	38	61	107	75	45	107	149	111
<u>QUARTER 2 (April - June)</u>								
Regular Service Attendance	624	1,677	3,247	5,548	564	1,548	4,173	6,285
Regular Services	12	19	24	55	12	14	26	52
Average per Service	52	88	135	101	47	111	161	121
<u>QUARTER 3 (July - September)</u>								
Regular Service Attendance	633	1,228	3,041	4,902	548	1,288	2,723	4,559
Regular Services	13	13	26	52	12	13	21	46
Average per Service	49	94	117	94	46	99	130	99
<u>QUARTER 4 (October - December)</u>								
Regular Service Attendance	605	1,467	4,011	6,083	545	1,988	3,064	5,597
Regular Services	13	12	25	50	13	13	14	40
Average per Service	47	122	160	122	42	153	219	140
Lent Services (including Maudy Thursday and Good Friday)		1,572		1,572		1,210		1,210
Services		15		15		13		13
Average per Service		105		105		93		93
Advent Services			271	271	Not Tracked			
Services			6	6				
Average per Service			45	45				
Christmas Eve Services		568	594	1,162		500	525	1,025
Services		2	2	4		2	2	4
Average per Service		284	297	291		250	263	256
Christmas			107				30	30
Services			1	1			1	1
				0				
<u>ANNUAL TOTAL</u>								
Total Attendance Combined	2,317	7,981	13,562	23,753	2,248	7,819	14,089	24,156
Number of Services Combined	50	70	102	222	50	54	88	192
Average per Service	46	114	133	107	45	145	160	126

MEMBERSHIP

Membership Numbers as Reported to and Recorded by the SD Synod (2012 through 2022)

	YEAR										
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Beginning Membership Number	3829	3855	3655	3685	3643	3622	3581	3548	3515	3451	3417
New Baptisms	62	54	49	59	57	35	42	35	14	23	25
New by Affirmation of Faith	28	25	30	1	4	6	21	8		5	13
Transfer In	64	58	57	18	48	34	35	20	4	14	15
Total New Members	154	137	136	78	109	75	98	63	18	42	53
Deaths	46	45	47	44	44	47	52	41	46	40	35
From other reasons and statistical adjustment		199									3
Transfers Out	82	93	59	76	86	69	79	55	36	36	34
Total Members Removed	128	337	106	120	130	116	131	96	82	76	72
Change in Membership	26	(200)	30	(42)	(21)	(41)	(33)	(33)	(64)	(34)	(19)
Ending Membership Number	3855	3655	3685	3643	3622	3581	3548	3515	3451	3417	3398



2022 Members Reported to Synod vs. Internal Data

As of 9/7/23 - Internal Database

Membership reported to Renee

Current Member / Active Status 2855

Current Member / Inactive Status 160

Inactive Member / Active Status 30

Inactive Member / Inactive Status 172

3217

Membership as of 12/31/22 3398

(As Reported to Synod)

MEMBERSHIP

Transfers Out From Our Savior's Jan 2021

Families	Individuals	Transferred To
5	18	Gloria Dei
8	15	First Lutheran
3	6	East Side Lutheran
1	5	Living Word Free
2	5	Memorial Lutheran
1	5	West Nidaros
2	4	Spirit of Joy
2	4	Westside Lutheran
1	3	Peace Lutheran
1	2	Grace Lutheran
26	67	Sioux Falls Transfer Total
20	40	Outside Sioux Falls
4	11	unknown
50	118	Total Transfers Out

New Membership (Individuals) since January 2021

By Type	Individuals
By Transfer In	63
By Baptism	58
Total New	121

Number of Baptized Youth Confirmed

Year	Num.
2012	24
2013	40
2014	38
2015	33
2016	39
2017	28
2018	29
2019	27
2020	25
2021	23
2022	12

Membership Participation in Sunday School, Bible Studies, Confirmation

Year	Num.
2017	300
2018	230
2019	329
2020	226
2021	198
2022	182

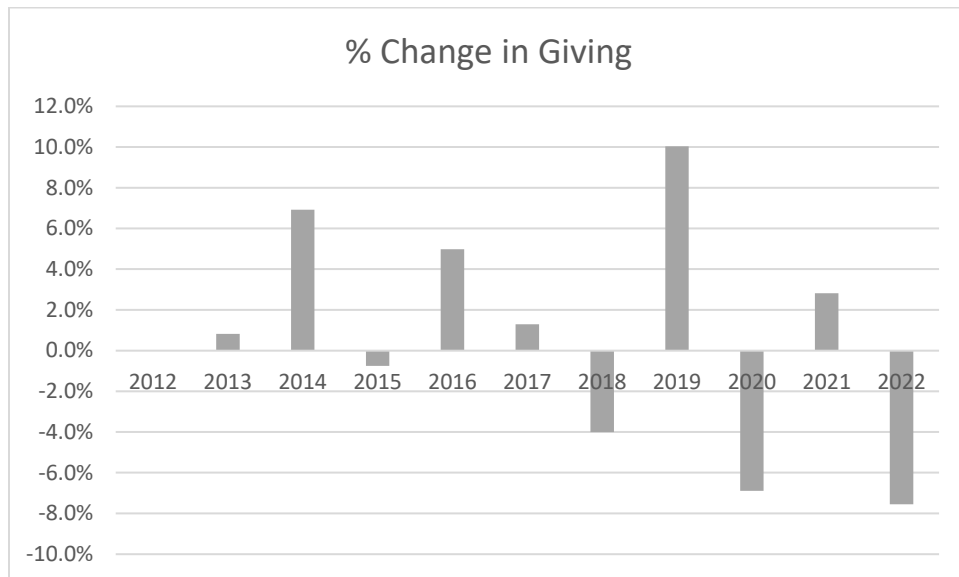
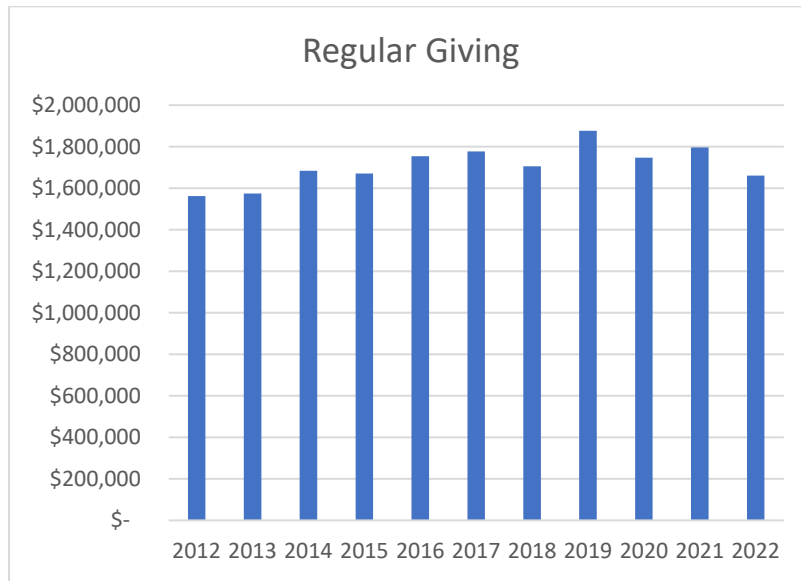
Participation in Vacation Bible School

Year	Num.
2017	115
2018	125
2019	150
2020	0
2021	131
2022	62

GIVING

Total Regular Giving Revenue Report

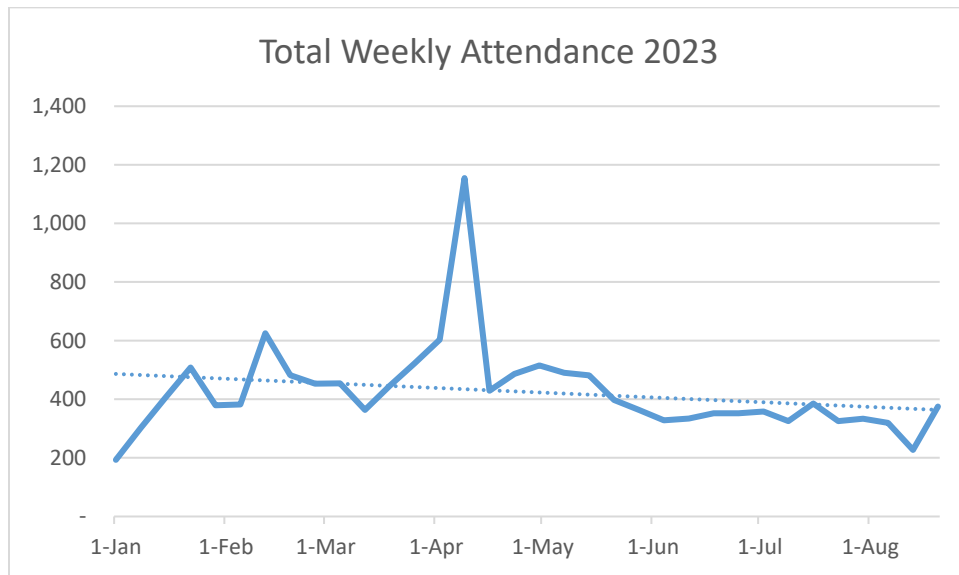
	YEAR										
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Regular Giving	\$1,561,922	\$1,574,718	\$1,683,647	\$1,671,012	\$1,754,195	\$1,776,765	\$1,705,590	\$1,876,709	\$1,747,342	\$1,796,584	\$1,660,929
% Change in Giving		0.8%	6.9%	-0.8%	5.0%	1.3%	-4.0%	10.0%	-6.9%	2.8%	-7.6%



ATTENDANCE

Average Weekly Worship Attendance as reported to the SD Synod

	YEAR										
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
In Person	1022	999	1065	982	894	817	796	749	270	302	412
Online									1598	1026	734



2023 Monthly Average Attendance by Service

Date	Saturday	Celebrate 1	Celebrate 2	Festive
January	41	246	89	358
February	47	324	115	486
March	50	299	98	447
April	51	424	173	638
May	45	287	101	433
June	45	227	70	341
July	46	221	78	345
August	47	188	108	307



OUR SAVIOR'S

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