

Mount Cross Lutheran Church Camarillo
Care Team Meeting Minutes - November 12, 2018

Present: Gayle Johnson, Becky Riley, Susan Prosser, and Allison Johnson, Council Liaison

Absent: Bev Rueckert and Pastor Bessey

The meeting opened with a **devotion and the Light of Christ**

The minutes of October 11, 2018 were reviewed

Recap of Caring Gatherings held on Nov 4th and 5th -- The Sunday lunch gathering had 13 people in attendance and generated healthy discussion, some new ideas and a matching of an identified need to a willing volunteer. The Monday dessert night gathering had 7 persons in attendance and produced a more focused discussion with good information sharing, several new ideas and a possible new projects for the church. Between the two sessions, topics discussed included distributing prayer shawls; Helping Hands volunteer needs; grief support; prayers concerns; flower delivery; and possible Adopt a Grandparent and support for unmarried mother programs. Detailed minutes of these gatherings are pending and will be shared with those present and posted online.

Action Items for Care Team from Care Gatherings –

- Becky to further pursue current worship attendance review by the office for information regarding indications of persons who may need contact of concern
- Gayle to develop list of back-up flower delivery recipients to use when no one has been specified by the person(s) dedicating the flowers. This list to be kept in Church office.
- Communicate with Pastor about need for Prayer Shawl dedication in the near future and discuss method or requesting and distribution
- Work with Valerie Patscheck and Pastor Bessey to coordinate grief support materials.
- Plan future Care Gatherings on a Quarterly basis at request of those attending.

Involvement with Stewardship and Plans for Time and Talent follow-up – Gayle and Susan contacted Craig Blois with the Stewardship Team about providing support with a revised Time and Talent form. They became involved along with three others in developing and implementing the Stewardship Campaign “Preparing the Soil”. Hopefully the Time and Talent forms will be returned with many volunteers for Caring functions.

Budget Request submitted by Oct 31st deadline – Susan submitted a 2019 budget request for the Care Team by the required deadline. We have asked for an amount equal to the balance of funds in the Caring – Other designated fund. This balance was \$758 at the time of the request.

Current Caring Needs

- Care Notes for use with Christmas Cards need to be ordered. Allison will order and Susan will purchase suitable cards to use with them. Mailing to take place early in the Advent Season.
- Response to families with recent deaths were discussed
- There still remain 5 year-round caring card matches to be made. Several Team members present took a match. We hope for more volunteers with new Time and Talent results.
- The need for rides to church and for other purposes was discussed. One new volunteer will be pursued for a specific ride to church. New Time and Talent results will also have additional volunteers in this area.

Next Meeting Date – to be determined. Possible date or dates to be sent to members

MOUNT CROSS LUTHERAN CARE TEAM

Meeting Minutes October 11, 2018

Members present: Gayle Johnson, Susan Prosser, Becky Riley, Bev Rueckert, Pastor Bessey and Allison Johnson, Council Liaison

The meeting opened with the LIGHT OF CHRIST and a devotion presented by Susan

The Team reviewed the notes from the AUGUST 8, 2018 meeting

UPDATES

- Susan reported that the Church Council received and accepted the Caring Task Force PROPOSAL FOR CARING MINISTRY AT MOUNT CROSS and the associated creation of a **Care Team**. The recommendation of a reconfigured **Welcome Team** was also accepted although not currently meeting.
- CARD MINISTRY – Gayle reported that she still needed additional volunteers to complete her card partner matches for the ongoing card ministry. Her hope is that the Time and Talent process will bring new volunteers. Bev, Becky and Susan all volunteered to be matched with a recipient. Gayle will prepare a newsletter article explaining this program and how it differs from the other Card Ministry program maintained so faithfully by the Colby's. Specific discussion of cards for upcoming holidays (Thanksgiving and Christmas) will include all others who are not receiving year round cards or notes. Particular attention will be given to those who have had a death in the family in the past year. Team members will handle this responsibility.
- Our RALLY DAY table was well received but did not produce any volunteers and only one suggestion. The suggestion was that there needs to be attention given to terminal illness support. There was interest in the Care Notes and our candy!
- CARE NOTES – Allison suggested that in conjunction with Christmas greetings one of the Care Notes specific to dealing with holidays or Christmas after a death be included in what is sent to those who are dealing with recent losses. She will check any available supplies in the Church office attic and determine whether we need to purchase any supplies in order to do this.
- COMMUNITY SERVICES LISTING – OFFICE NOTEBOOK AND PAMPHLET – Bev will have time to work on this project in November and will take into account the earlier discussion on how this type of information could be used.
- MOUNT CROSS OFFICE REQUESTS – INFO LISTING – Where? And Who - Prayer requests; Meal support; Rides (church or otherwise); Pastoral visits; etc. Becky suggested that she prepare a brief write up describing how this is done for inclusion in the church newsletter and elsewhere.

RESOURCE INFORMATION OPTIONS (Both Community and Mount Cross needed) – will be pursued further as we develop our information listings

- WEBSITE TAB – Resources?
- PAMPHLETS – Pews, Kiosk, Office
- REGULAR BULLETIN INFO
- REGULAR NEWSLETTER INFO
- OFFICE WINDOW SIGN – refer to website AND nearest services when office closed

NEED TO ESTABLISH A CARING NETWORK

- SCHEDULE CARING FUNCTIONS GATHERING AND SET AGENDA – the Team set the dates for Sunday Nov 4th at noon with Lunch and Monday Nov 5th at 7 pm with dessert. An article will be prepared for the print newsletter and email invitations will be sent to the specific caring task groups. The gatherings will be open to all who are interested but the topics will focus on coordination amongst the caring groups.
- Care Team goals for Caring gatherings
 - FACILITATE CONVERSATION AND COORDINATION
 - IDENTIFY NEEDS
 - BRAINSTORM SOLUTIONS
 - MAKE CLEAR NO OVERSIGHT
 - COLLECTIVELY DECIDE ON VALUE OF MEETINGS AND FREQUENCY
- IDENTIFY NEEDS AND DEFINE TASK SPECIFIC VOLUNTEERS - Time and Talent or specific recruitment? - Following discussion, the Team preferred using the Stewardship Time and Talent process, at least to begin recruitment. Decided as a group to volunteer to take on the task of updating the T and T forms in readiness for distribution. Susan will contact the Stewardship Chair/Council Liaison with the volunteer offer.

CURRENT NEEDS AND CONCERNS/ PROPOSED RESPONSES – ALL

- Recent need for possible grocery shopping support – Shop Ahoy service discovered – Team members felt that this is important information to make know to members of the congregation. Will make suggestion as 3D presentation and will include in a resource listing available to members and others.
- Non-member Grandmother/grandchildren food/financial support during weekend. Supplies on hand were offered. Could not produce and provide a guide of services provided specific to Camarillo. Meredith and Susan attempted to list a few and printed West County services from the County website. This is a need for Mount Cross, Many Meals and others in Camarillo. Needs to be pursued. Bev will further investigate while working on updating our resource listing and materials.
- NEEDS TO ADDRESS FOR THANKSGIVING OR CHRISTMAS – Team and Pastor will stay aware of any developing needs

OTHER BUSINESS

- BUDGET REQUEST – Susan informed the Team that budget requests for 2019 are due Oct 31st. It was agreed that the Care Team would request an amount equal to the current balance of available designated funds.

REQUESTS/PROPOSALS FROM PASTOR BESSEY - Possible transportation needs to church were discussed for two members and otherwise nothing beyond what has been discussed already. The Johnson family will follow up with one member and Pastor will know more about the other based on medical condition.

NEXT CARING TEAM MEETING – Monday, November 12th at noon

MOUNT CROSS LUTHERAN CARING TEAM

MEETING MINUTES August 8, 2018

Members present: Gayle Johnson, Becky Riley, Bev Rueckert, Susan Prosser, Allison Johnson (Council Liaison), and Pastor Jim Bessey

Meeting opened with the LIGHT OF CHRIST and a DEVOTION from d365

NOTES FROM JULY 9, 2018 MEETING were reviewed

CARD MINISTRY –Gayle provided an update on this project of matching volunteers from the Time and Talent list to a list of persons identified for ongoing card ministry support.

- LIST REVIEW AND UPDATE – Gayle will take on the responsibility of keeping the recipient list updated and current.
- LIST PAIRINGS- letters were sent to 20 potential volunteers with 14 yes responses thus far. 14 matches have been made with an email to the volunteer including the recipient's name, address, birthday and any other dates of significance. 6 more matches needed.
- ROLE OF CARING TEAM - it was agreed that the Caring Team will be responsible for the groups identified as Holiday Cards and any recently added persons with current health issues.
- Allison suggested that we find a way to involve volunteers that are not computer savvy. Discussion was also held about ways to include these members in the prayer chain (otherwise distributed by email). It was agreed that a review of the various methods of requesting prayer should be reviewed and tracked to see if a single list can be produced and shared.

CARE NOTES PAMPHLET MINISTRY UPDATE – Allison provided an update.

- SAMPLES – Allison brought 30 samples of different Care Notes pamphlets purchased since our last meeting. Those who had yet to see them took time to examine a sample or more. There was agreement on the quality of the pamphlets and the material contained from our cursory review. Pastor shared that he has used these in the past and particularly values the ones dealing with bereavement and illness.
- PROPOSED CURRENT BEST USE(S) – with Rally Day set for September 9th the Team felt this might offer a first opportunity to get a reaction from the congregation if some pamphlets were included in the Caring display. Pastor shared that his experience has been that the interest in these resources is strong at first and then dwindles if we were thinking about a permanent display rack in the church which is expensive. Bev reported that she believed that some of these same pamphlets had been used by Stephen Ministry. Pastor and Bev will look for any remaining pamphlets in storage in the Church Office. It was agreed that the first best use will be as support to Pastoral care. Further consideration will be given to the topic.
- DISCRETIONARY FUNDS “CARING OTHER” - \$758 balance – Susan reported that there is this designated fund with no current budgeted use. It might be a good resource for acquiring further pamphlets if that decision is made. We would have to request a Budget Amendment from the Church Council.

MOUNT CROSS AUTO-REFERRAL CARING SERVICES – Becky will have a report at our next meeting.

OUTSIDE RESOURCES DIRECTORY AND PAMPHLET – Bev will work on finding and updating previous resources used by Stephen Ministry.

CURRENT NEEDS AND CONCERNS/ PROPOSED RESPONSES – the Team discussed several recent care needs known within the congregation. Pastor will do some follow-up.

REQUESTS/PROPOSALS FROM PASTOR BESSEY – Pastor felt that discussion had already covered everything he might bring up.

PROPOSAL FOR CARING MINISTRY TO CHURCH COUNCIL AUGUST 21ST – a vote will be taken on our submitted proposal by the Council on August 21st. Susan Prosser and Allison Johnson will be in attendance. Other Team members were encouraged to attend if possible.

RALLY DAY SEPT 9TH – Susan Prosser alerted the group that Rally Day was fast approaching. Pastor reported that he was unaware of any planning that had taken place for this event. We should probably not plan for a full-on regular Rally Day unless otherwise notified.

- COORDINATION WITH CARING GROUPS? Susan suggested that the Team might want to contact all caring functions and groups to see if they would like to join displays in a “caring corner”. The team can also offer to help promote groups who are not able to have a presence at Rally Day.
- ANY FORM OF BROCHURE OR MATERIALS - the Care Note pamphlets will make a good display and further consideration will be needed regarding any other materials.
- VOLUNTEER RECRUITING – Susan to review current volunteers prior to the date. May need to emphasize those willing to offer rides and other volunteer opportunities not represented by another group.
- Specific plans for Rally Day will be on hold until we receive notification from the Church Council or Church Office.

TIME AND TALENT FORMS – Susan will review Time and Talent form and see if any additional tasks or groups might need to be added or if any older listings are no longer pertinent.

FUTURE MEETING WITH ALL CARING GROUPS – the Team agreed to aim for a September meeting of representatives of all current caring groups. Susan Prosser will work to coordinate and notify. The purpose of the gathering would be to:

- FACILITATE CONVERSATION AND COORDINATION
- IDENTIFY NEEDS
- BRAINSTORM SOLUTIONS
- MAKE CLEAR NO OVERSIGHT AUTHORITY has been assigned to the Caring Team
- COLLECTIVELY DECIDE ON VALUE OF MEETINGS AND FREQUENCY

NEXT CARING TEAM MEETING - the Team agreed that we should hold a **September meeting**. Date to be determined once members schedules have been checked.

CARING TASK FORCE

Minutes for Meeting of July 9, 2018

Members present – Gayle Johnson, Becky Riley, Susan Prosser and Allison Johnson, Council Liaison

Absent – Beverly Rueckert, Pastor Jim

LIGHT OF CHRIST AND DEVOTION – Susan shared a devotion and music from d365

CARD MINISTRY – It was reported that since the last meeting Easter cards and “start of summer” cards were mailed to the ongoing Card Ministry list. The summer cards were not sent to the group designated to receive only major holiday cards. Sheri worked with the team to design bright colored post cards that were used for the most recent mailing. Special thanks to her for all the help. We received very positive responses after both mailings.

The need for ongoing card list review and updates were discussed and it was agreed that it would be important to stay current by watching prayer concerns and lists and working with the church office. We will also maintain the categories of the list that keep some on an ongoing list and others on a more short term or situational list. The holiday only group was not discussed as to pairing. One name was submitted as requesting removal from the permanent list.

Gayle shared that she is ready to send a letter to all the Time and Talent respondents for Card Ministry introducing the idea of being paired with one or two card recipients for a year. We have a tremendous list of people who have volunteered in this area without being utilized. It may also be a good idea to designate several people to be the respondents to the changing short term list.

REQUEST FOR ENDOWMENT FUNDS – PASTOR’S DISCRETIONARY FUND SUPPLEMENT – Susan reported that a request for \$3,000 was submitted to create an increased Pastor’s Discretionary Fund with funds that could be utilized to provide financial assistance when a caring need within the congregation so dictated. The consideration of needs and distribution of funds would remain strictly with the pastor. Our request was not specifically granted but the Discretionary Fund for 2018 has been granted a total of \$3,000 which is an amount greater than customary.

CARE NOTES PAMPHLET MINISTRY – Allison reported on her research regarding the Care Notes discussed at the last meeting. It turns out that the pamphlets cost \$0.71 each and the rack for display is around \$900. The group decided that the pamphlets still sound worth examining even if just as resources for the pastor. Becky provided \$21 to purchase sample copies of a variety of topics for the group to review. If the materials do prove to have value for use in the Caring Ministry at Mount Cross, the group will develop a funding request for Make Bake Celebrate funds. Those wishing to further examine the options can go to carenotes.com.

OUTSIDE RESOURCES DIRECTORY AND PAMPHLET – Bev had agreed to work on updating this resource for use by the pastor, office and others. It was stressed that we should also look at the pamphlet Service and Missions uses to make certain the information is current.

OUTLINE OF MOUNT CROSS AUTO-REFERRAL CARING SERVICES – Becky agreed to take on the task of working with the office to outline what Caring services and functions operate automatically with referral from the church office.

PROPOSAL FOR CARING MINISTRY TO CHURCH COUNCIL – the most updated version of the Caring Ministry Proposal was reviewed and discussed. It was agreed that it should be submitted for consideration at the July Church Council meeting based on recent questions about the group and our status. Group members available will attend the Council meeting.

NEXT MEETING DATE WILL BE SET AFTER EVERYONES UPCOMING TRAVEL PLANS ARE SHARED.

CARING TASK FORCE MEETING MINUTES
March 23, 2018

In attendance: Gayle Johnson, Susan Prosser, Bev Rueckert and Allison Johnson (Church Council Rep).
Pastor Bessey was able to attend a portion of the meeting.

Meeting opened with the Light of Christ and a Lenten devotion from d365.

Discussion of ROOM AT THE TABLE CHRISTMAS AND EASTER – determined that based on response to first two attempts that at Thanksgiving approach would differ. We will seek hosts through a similar recruitment and use referrals for identifying potential guests. Potential Easter referrals were discussed.

It was reported that the Task Force has met with Pastor with a proposal for a Caring Team. Pastor has suggested that presentation be delayed until the MET has surveyed the congregation and community to judge the responsiveness of the proposal. Our proposal may need some tweaking or may be ready for immediate presentation. In the meantime there are items that should be addressed. They were discussed as action items during the meeting.

EASTER CARDS – working with Pastor John before he left the Task Force has an expanded list of members who are home bound, limited in their ability to fully participate in church activities, or have prolonged need for caring contacts. It was agreed that Bev and Susan would send Easter cards to this list on behalf of the congregation. Gayle will then work on pairing those who have listed CARD MINISTRY as an interest on their Time and Talent forms with several people from the list for a continuing connection. We will need some sort of introductory correspondence to these volunteers.

COMMUNITY RESOURCES – following discussion of a recent member family need that could well be supported by a community resource, it was determined that the church needs an up dated list of community resources with good descriptions of what each offers. Bev has offered to do this. Once accomplished determining how to assure that these resources are made know to those in need will be discussed.

CARENOTES MINISTRY – Allison informed us of this program used by many churches which is a booklet display covering a broad range of concerns – grief, illness, life transitions, family or personal issues, mental health as examples. Booklets are provided on a subscription basis and the subjects rotate. The intent is to supplement other caring support. Allison will explore the costs and possibilities for Mount Cross and report.

LISTING AND DESCRIPTION OF AUTOMATIC REFERRAL CARING SERVICES – Gayle agreed to work with Sheri in the office to identify which caring services are automatically referred based on office notification. A description of these services will be compiled and they can be discussed at a future meeting to determine if there are others that can be added to this list or if there is a need to examine any that are currently on this list.

MEETING - the group set a goal of meeting once a month as we continue in Task Force status. Becky Riley has indicated intent to join the group so future notices will be sent to her as well.

Submitted on behalf of the Task Force, Susan Prosser

Caring Task Force Report to Church Council September 2017

Following the annual Church Leadership meeting in February, the three of us have met to discuss concerns regarding the Caring area of Ministry at Mount Cross. This area of ministry has been listed as the #1 area of need for attention at the 2017 and 2016 Church Leadership gatherings. At the 2017 Church Council organization meeting, it concerned us that apparently no Council member volunteered to interface with the Caring Area or to provide leadership to respond to the concerns of leaders gathered earlier in the day.

Since we come to this topic in no official capacity we are offering ourselves as ad hoc organizers for a Caring Task Force. Current efforts must be supported and made known. Needs should be identified and addressed. What comes of this effort will grow from the input and participation of those currently involved; those with needs; and others with a calling to service in this area.

We believe that first step needs to be a proper inventory of all the good things that are currently being done and want to hold a **Caring Summit** (of a sort) where committees and individuals involved can share the details of what they do. Once these things are inventoried this information can be shared more broadly. Sharing this information with one another may also help identify similarities and overlaps that might exist in current efforts. A look at membership and volunteer lists will help reveal useful information.

Equally important is the identification of the needs and gaps that exist in our response to needs. People currently involved in caring efforts are perhaps among the best to help with this process. You may very well have been asked about other services that the church may or may not offer. Or in helping in one way you yourself may have thought of other services that the Church should consider. Those of you on the front lines are people who should be heard from on this topic. Other sources for need identification are the church office and notes from the leadership gatherings. Certainly the congregation can be asked to weigh in as well – perhaps on Rally Day.

The areas considered as part of Caring include:

- From Council Members Handbook
 1. Attendance records
 2. Stephen Ministry
 3. Sunshine Ministry
 4. Support to families with special needs
 5. Prayer Ministry
 6. Communion to home bound or hospitalized
 7. Meals for

new moms, those just home from the hospital, etc. 8. Card ministry 9. Telecare ministry 10. Rides to church 11. Child care 12. Home care for the elderly or those convalescing 13. Phone Prayer Chain 14. E-mail Prayer Chain 15. Deliver Sunday Flowers to homebound or hospitalized 16. Helping Hands - serve at funerals & receptions 17. Good Grief Group 18. Prayer Shawl Ministry

- From the Budget Process
 - Helping Hands
 - Pastors Discretionary Fund
 - Stephen Ministry
 - Card Ministry

- From Time and Talent Form
 - Stephen Ministry
 - Prayer chain
 - Provide a ride to church
 - Provide emergency meals
 - New mom meals
 - Provide emergency child care
 - Food serving – funeral receptions
 - Send cards
 - Prayer shawl ministry

We know there are other caring efforts within the congregation that are offered on either an organized or individual basis. Those should be identified as well if for no other reason so that there can be inventoried and a discussion held as to whether there is a greater need.

The Time and Talent process produced one additional volunteer for the Task Force who will be incorporated in our efforts.

The initial effort to meet the goals of inventory and identification will be a CONVERSATION ABOUT CARING to be held in September with persons already involved or interested in the Caring Ministries at Mount Cross.

Respectfully submitted,
Gayle Johnson, Susan Prosser, Beverly Rueckert

5/8/15

Caring Committee Report:

- Linda Frantz and Marion Cole have contacted the contact persons for each of the active Caring Committees.
- We have one request from the prayer shawl ministry for more communication from Pastor John.
- They give a shawl to bereaved persons, but would like to give shawls to other people that are going through a difficult time.

Notes by: Marion Cole