

Mount Cross Lutheran Church

**Stewardship Team Minutes September 17, 2020**

Present: Barbara Cranfill, Luanne Crockett, Susan Prosser, and Pastor Julie

Devotion and Light of Christ – devotion from Live in Grace Walk in Love by Bob Goff

**2021 Stewardship Campaign Dates** – The proposed dates of Sunday Oct. 18 to Sunday Nov 22 were agreed upon as the Stewardship “season” this year.

**2021 Stewardship Theme** – 2021 Theme will be: **Our Church in Changing Times- Ready to Go Where God Leads** and the Bible verse will be from **Esther 4:14** *Perhaps you were born for a time such as this.* It will be important to remember the three-fold focus of time, talent, and treasure. Susan will ask Carina for design help with font(s) and graphics (changing color leaves) for theme logo to be used in some version throughout materials and publications.

**2020 Stewardship Tasks and Assignments**

Coordination

- Provide Joan Brundage with Stewardship Campaign schedule so she will know when giving envelopes will need to be delivered - **SUSAN**
- Labels for all who will receive a stewardship packet – Joan’s givers and additions from the 2020 Church Directory - interact with Joan and Carol to get them produced- create a merged list - **BARBARA**
- After responses – will need names of respondents to both Pledging and Time and Talent at conclusion for thank you notes – coordinate with Joan and Jaimie Marroquin - **TBD**

Stewardship Forms/Package Production and Distribution

- Write and produce the cover letter – interface with Carol to produce the final version – **PASTOR JULIE**
- Decide on any other inserts – will we include a giving chart? - provide the one to Carol for printing on the back of the letter? or Will we include FAQ’s again this year and put a giving chart on the back of that? - **TBD**
- Design the 2021 pledge card – paper version and online version if we can arrange to have response go only to Joan B with no compromise of confidentiality – **SUSAN** create paper version with help and ask **JAIMIE** if she can help with online version
- Design 2021 Time and Talent form – Maybe less detailed this year with the volunteer coordinator doing Signups for specific needs? Include space for respondents to provide a personal COVID period faith experience. – Coordinate paper form production with Carol - Also possible option for online form with responses going to Volunteer Coordinator– **SUSAN** to have first paper version by next meeting and ask **JAIMIE** if she can help create an online version.
- Anticipate paper and mailing envelope needs and give Carol advance notice for ordering – **TBD** after mailing list is completed – can create a materials list and then add numbers
- Schedule packet folding and stuffing with Team and other volunteers as needed - **TBD**
- Packet distribution at Drive-through communion – October 18<sup>th</sup>– **SUSAN OR BARBARA**

- Seal envelopes and add postage for mailing if not picked up by Oct 22<sup>nd</sup> for mailing that day – **TEAM** (check with Carol to see if that date works well with the office. Could be earlier in the week if need be)

#### Communications

- Write Stewardship submittals for print and email versions of church publications – **TEAM – Susan to have first sample for next meeting – about programs and/or people**
- Oversee video productions for stewardship testimonies with volunteer Jody Devere and/or Joe Zimmerly, staff. Select and arrange for the members to present and brief them on the purpose. Pose the questions you would like them to answer. May do some like a short interview using more than one person responding. – **Discuss at the next meeting – need to identify desired people and contact them**
- Write and submit prayer Stewardship prayer petitions, prayer for the first Sunday and special dedication for Commitment Sunday at conclusion. - **LUANNE**

#### Giving Envelopes – December distribution to those requesting – **TBD in November**

- Label giving envelope boxes for those who have requested boxes on their pledge form – will require a list from Joan
- Have extra blank boxes and the remaining labels available for those who may not have requested but decide they want them
- Distribute from church office or after worship or both
- Mail the boxes not claimed at end of December

#### Thank you notes to all who respond with Pledge and/or Time and Talent form

- Hand write and mail notes in January – **All Team members**
- Decide on note cards, post cards, or other medium to be used this year
- Submit to office for posting and mailing out on the same day

**NEXT TEAM MEETING SEPTEMBER 24<sup>th</sup>, 2020 AT 3 pm**