

**Calvary Lutheran Church  
Council Meeting Minutes  
October 21st, 2025**

Council Meeting was called to order at 5:03

**Members present;** Sara Odden, Gina Nelson, Jayne Kraemer, Rodney Rice, Cindy Kinzley, Zach Finley, Julie Richter and Troy Kilpatrick. Joey Younie (absent/work conflict).

**Staff present,** Senior Pastor Tim O’Shields, Deacon Tom Martin, and Accounting Manager Tammy Drewitz.

**a. Devotion** – Zach provided Isaiah 6:8 “Whom shall I send, and who will go for us? And I said, “Here am I! Send me”

**b. Prayer** – Pastor Tim began with prayer to lead the meeting.

**c. Quorum** – Established

**d. Approval of September Minutes** – Motion to approve by Gina and 2<sup>nd</sup> by Cindy. Approved unanimously

**e. Agenda** – Approved by Consensus

**New Business**

- a. **Synod Assembly 2027** – Dennis Thompson (guest) – Dennis both a congregational member and a part of Synod leadership updated Council on latest happenings in the Synod. Insurance expenses have been a large challenge at the Synod level and discussion centered on reviewing policies. Tammy indicated we felt in good hands with our current provider and we were also reviewing policies internally. Dennis also requested support from Calvary in hosting the 2027 Convention. This would occur the week after Memorial Day with tentative dates of June 4<sup>th</sup> (Evening Gathering) and Friday and Saturday (June 5<sup>th</sup> and 6<sup>th</sup>) as business meeting times. Our facility is the appropriate size for a meeting of this size. Lastly any constitutional updates from the Synod were to be reviewed by Secretary Troy Kilpatrick with Reverend Vehar at the Synod to ensure Calvary’s continued updating.
- b. **Welcome Pastor Tim** – Pastor Tim spoke enthusiastically about his experiences as he has just begun. Pastor Tim touched on his first 100 days outline and cited the many items that will need attention as we work through

the needs of Calvary, its future church and the spiritual guidance we will all be following.

- c. **Parade of Lights** – Pastor Tim revealed that Calvary is registered to participate in this year’s parade scheduled for Saturday, November 29th. The opportunity for community outreach and becoming better known in Rapid City is considerable. The logistics of designing a trailer/float are still in working stages. Everyone agreed that the significant opportunity this event presents is well worth the effort.

## **Old Business**

- a. **Associate Pastor Discussion** – Deacon Tom’s Retirement is coming in February of 2026. With the timeline in mind and the formation of the Call Committee as an asset to the congregation Pastor Tim had scheduled a meeting with them on October 27<sup>th</sup>. Pastor Tim felt that the documents created during the search for leadership that brought him to Rapid City will also work in assisting in finding the next leader needed. The Call Committee appears to be ready to continue work more details to follow.
- b. **Membership** – Many talking points were outlined in the agenda and many were provided. These included definitions of membership by our Constitution, Membership lists, Baptisms, Confirmations, Gifting, and Pew Books. Additional talking points were added as Deacon Tom brought a handout on Benefits of Being a Member at Calvary Lutheran Church. Pastor Tim related the ELCA Synod’s concerns that have arisen in another congregation relating to false allegations regarding the Synod’s interests in acquiring church facilities from membership/congregations (no such intent exists). Defining membership is important for future conversations and votes concerning the management of Calvary and its ELCA Constitution. This creates an emphasis in making sure we have the most accurate database for membership possible to ensure that future voting processes within the church are done by active church members. Julie Richter shared concerns regarding the current accuracy of record keeping in multiple areas outlined above. Once a break occurred in these conversations a motion to move to Executive Session was made by Rod and 2<sup>nd</sup> by Jayne.

During Executive Session the following Action Items were created.

- a. Research into Best Practices for Membership management within the Synod.
- b. Update and Create a new Congregational Directory. Ideally this would exist online for easy reference and referral.

- c. Council focuses on the management of active members certified for voting.  
Example – Annual Meeting
- d. The creation of an Evangelism/Outreach Team.

The motion to return from Executive Session with these Action Items was made by Jayne and 2<sup>nd</sup> by Gina. Approved Unanimously.

**c. Committee Reports**

**Nominating Committee** – seeking clarification on positions needed to be filled in 2026

**Endowment Committee** – to have discussions surrounding the future of the “Giving Tree” in the lobby.

**Generosity** – Pastor Tim and Troy to meet and start designing the near future and moving forward.

**Finance** – Has begun working on 2026 Budget by looking at 3-year averages. Currently Wednesday night ministry is running in a deficit. Finance to recommend potentially a negative number to sustain the ongoing ministry. They have asked to see if greater revenue opportunities exist with the facility and potential rentals. Recommending that ELCA Stewardship remain sustained at \$20,000 annually. The challenge is that we average \$62,000 a month as expenses over the course of a full year.

**d. Rostered Leaders**

**a. – Deacon Tom** – Tom recapped the experience of the High School Youth Group taking in an evening with Kevin Bacon. Which also happened to be Pastor Tim’s 1<sup>st</sup> official gathering. The average attendance is over 30 on a weekly basis. Tom added that we will soon have acolytes for services (4<sup>th</sup> graders) at future services. Cindy provided some more details on the Congregational Care group that had its 1<sup>st</sup> meeting on October 16<sup>th</sup>. Pastor Tim was also in attendance. The group will be reaching out to individuals who are struggling and home bound to provide support.

**b. – Pastor Tim** – Referring to his 100 Day Plan Documents. Pastor Tim touched on highlights. Tim is quickly taking on Confirmation, Wednesday Night Ministry, connecting with Staff, Committees, and Local Businesses. Some focuses on Call Committee, working with Deacon Tom, Stewardship, Outreach, and Generosity. Reviewing and updating social media approach and looking to add on to the latest channels such as Tik Tok. Possible campaign theme of “Come Home to Calvary”. Will also be putting efforts into establishing a more robust Vacation bible School in 2026 and growing the student population. Lastly

exploring a potential Senior programming effort “Our Time” as a learning and meal opportunity.

**c. Finances – Tammy** – Another month of strong performance for Calvary is in the books. Strong donations assisted the month in breakeven performance. The additional dollars in Income assisted in meeting the demands of many larger Quarterly expenses. Through the end of September, we remain in a positive fiscal position of +\$24,367 over the breakeven mark. An ongoing challenge to the operation is the Wednesday Night Ministry operating below breakeven on a week-to-week basis.

Motion to adjourn was made by Jayne and 2<sup>nd</sup> by Gina. Approved by Consensus.

Next Meeting – November 18<sup>th</sup> at 5:00.