The Winter 2016 meeting of OAFC took place on January 15-16, 2016 through GoToMeeting. The 1st part of the meeting was called to order at 7:00 p.m on January 15, 2016. The 2nd part of the meeting was called to order at 8:00 a.m. on January 16, 2016.

**Names of Participants –**

(Friday Night session) Pastor Matthew Tassey, Pastor Jeffery Nerht, Rebecca Nehrt, Pastor Jacob Mueller, JR Townsend, Sandra Hernandez, Jennifer Krupp, Nathan Nehrt, Dana Baker, Ethan Boester, Aaron Fosse, Devin Brammeier. Not participating were Pastor Andrew Ratcliffe and Paul Schlake.

(Saturday session) Pastor Matthew Tassey, Pastor Jeffery Nerht, Rebecca Nehrt, Pastor Jacob Mueller, JR Townsend, Sandra Hernandez, Jennifer Krupp, Nathan Nehrt, Dana Baker, Ethan Boester, Aaron Fosse, Devin Brammeier. Not participating were Pastor Andrew Ratcliffe and Paul Schlake.

**Agenda Items**

1. Review/ Approval of Executive Directors Report -(at end of minutes)
2. Review/ Approval of Business Manager’s Report/ Financial Report (at end of Minutes)
3. Old Business
4. 2016 Summer Training Schedule Finalization- Assigning Tasks and Committees
5. Training Host Site – St. John’s Lutheran Church, Seward, Nebraska
6. 3 Team Host Churches - ?????????
7. Keynote Speaker – Jennifer Krupp, Mercy in Ferguson, MO
8. Theme – The One Who Showed Mercy – Luke 10:36-37
9. Dates – July 21 – July 27
10. Arrival of Travel Team – July 22
11. Early Arrivers – With NYG ending a few days before ST began, Pastor Tassey wanted to have a committee available to welcome youth or adults that flew directly from NYG to Seward. Pastor Tassey will plan for early arrivals and if needed, Pastor Nehrt and Rebecca will welcome any early arrivers.
12. Nominating Committee- Jennifer Krupp (Chairman), Devin Braummeier, Aaron Fosse
13. Workshops Committee- JR Townsend, Dana Baker
14. Bible Study Committee – Pastor Jacob Mueller, Ethan Boester
15. Duties List –

a. T-Shirts (Ordering, Distributing) – Pastor Tassey b. Registration (at Training) – Local Youth, TT team & Pastor Tassey b. Registration Forms c. Medical/Model Release Forms d. Payment c. Master of Ceremonies – JR Townsend d. Lead Guitarist – [Aaron Fosse] e. Songs Leader – f. Sales at Training – Sandra Hernandez g. Training Secretary – Sandra Hernandez & Rebecca Nehrt h. Something From the Store – Veronica Tassey i. Thank You Cards (Making, Set Up) – Devin Brammeier & Brittany Jennett j. Voting Coordinator – Jennifer Krupp k. Youth Orientation – JR Townsend & Sandra Hernandez l. Team Leader & Captain/Mom Orientation – Pastor Tassey m. Adult Orientation – Roger Schafer & Pastor Nehrt n. Dress Code Enforcer – Veronica Tassey o. Facility Custodian – OAFC Board p. Videos (NEW – get a short clip of as many participants as possible experience of ST for closing video collage/promotional) – [Kristian Fosse] q. Meals Coordinator (at Training) – Rebecca Nehrt r. Nurse/Mom – Sandra Hernandez s. Conference Site Committee ◊ Pastor Tassey & Pastor Ratcliffe t. Other – i. Folks to recruit 1. Sandy Martin 2. Jamie Louderback 3. Ellen Griffin f. Team Leaders – Recommendations i. \_ Coatseses – Bill Coats "said he was cool with it" ii. \_ Pastor Kirby iii. \_ Aaron Delong iv. \_ & Sandra Hernandez v. \_ Ben DeBrick g. Technology (projectors, videos, etc…) – Kristian Fosse h. Set-Up for Teams and Registration – Nebraska & Nehrt Group

1. Registration for adults raised to $25.00/ youth - $65.00
2. Sexual Misconduct Policy – Committee formed – Pastor Tassey, Pastor Nehrt and Rebecca Nehrt –
3. At the 2015 Winter Meeting, a letter from the insurance company said that if our organization did not have a sexual misconduct policy in place, they might not renew our insurance policy.
4. 2017 Summer Training Planning
   * + - 1. Theme and Verse – “Absolutely Certain” – Romans 8:1, Hebrews 11, 1 John 5:13f; Theme could even include “RU? Absolutely Certain”
         2. Logo – Absolutely Certain inside Luther’s Rose
         3. Locations- Ft. Wayne, St. Louis (preference In St. Louis)
         4. Dates – Mid June, check with Travel Team
         5. Schedule – Do not shorten – Consider tour of seminary, Reformation history at Synod office, or Synodical history at Frono and Altenberg, Missouri
         6. Publicity- $1000

9 months before - Postcard to congregations within 45 miles of site ($150.00)

7-8 months before – Phone calls to Pastors of host churches

Send Host packets to Host churches

Attend District Pastors’ Conference – Distribute ST Brochures (trifold - $200)

3 months before – send pre-printed bulletin inserts to host churches to encourage housing and participation($140.00)

1 month before – send bulletin inserts to area churches promoting Summer Training - $400

* + - * 1. Registration

Adult registration - $25.00

Youth registration - $65.00

1. New Business
2. 2016 Budget – Total - $28, 523.00
3. Summer Training Budget – Total - $6000.00

Ex. Director’s Publicity - $2000 cap

Attend District conference where ST will take place - $1000

Publicity Mailings - $1000 (explained above)

Workshops Remuneration (Presenters) - $0

Training Site Honorarium - $250.00

Training Supplies - $200.00

Group Totes Resupply - $50.00

Meals - $1100.00

Technology- need for Video Recorder/ Camera?- $0

Youth and Adult Training Manuals - $300

T-shirts - $1000

Keynote Speaker Remuneration –

a. Honorarium - $50 - 150

b. Mileage - $250 ($.54/mile)

c. Hotel - $100/ night

d. Speaker total Cap - $500.00

Travel Reimbursement – for adults transporting youth **at** training - $250.00

1. Local Group Publicity for Conferences – Total $2000.00
2. $250.00 per group (travel and registration)(based on 8 groups)
3. OAFC will reimburse one conference per year
4. Ex. Director’s Salary - $13,440.00
5. Synodical Publicity/ Conferences - $2000.00
6. Quarterly Meeting Cost- $100.00
7. Travel Team
8. Crier Distribution
9. Synodical Promotion - $1000.00
10. Insurance Business/ Auto (for trailer) - $2100.00
11. Automobile Upkeep (Insurance through Mt. Calvary)- $600.00
12. Bank Service Charge (Vanco) - $10.00
13. Office Supplies - $500.00
14. Professional Fees (tax consultant) - $10.00
15. OAFC website - $469.00
16. Crier /emails - $294.00
17. Leader’s Manual Evaluation- Differences between website and leader’s manual. – We didn’t have time for discussion.

Actions or Tasks

1. 2016 ST Schedule approved by board
2. Committees and Jobs for ST 2016 were assigned
3. Board voted that door offerings given by host congregations at Summer Training will be used to pay for summer training expenses. This concern was brought up Pastor Tassey because summer training registration fees do not pay for the total costs of summer training.
4. Add the RSO label to promotional postcards
5. Evaluation of the Crier was brought up. Is it effective for its cost? Do people read it? Suggestions for improvements? Board decided to leave the publication of the Crier as is and Ex. Director is to continue writing it and mailing it.
6. The travel team will be going to New Orleans for NYG. OAFC will cover housing for the travel team while they are in New Orleans.
7. GoToMeeting will allow organizations to schedule a meeting (activating a monthly fee) and then cancel when meeting is over, and the organization is only charged for days their service was used. This amounts to the same cost as TBG conferencing that was previously used. With the advantage of seeing the agenda and also video capabilities, a motion was made to use GoTo Meeting at around $20.00 per meeting instead of TBG conferencing.
8. Adult registration for summer training 2016 raised to $25.00.

The main points –

1. Pastor Tassey feels that the ST schedule needs to be readjusted because the attendance is down from 300 in the past, to one that best fits 60 – 100 people. Adjustments to the schedule included going to the team host churches all day on Sunday and doing a mass canvass for Training Church on Saturday. On Sunday, an after lunch presentation and training was added after the potluck because the happening at the host churches is not always well attended.

Future Decisions

1. Publicity – Idea to use KFUO either day sponsor or church organization of the week. Pastor Tassey will look into this.
2. Lutheran Hour Ministries – send the Crier to them. Attend the 100th anniversary, October 20-23
3. Leader’s Manual Discussion

Next Meeting – April 16, 2017 at 7:00 p.m.

Executive Director's Report – needs to be copied and pasted if there is one, it could have been incorporated in the discussion of summer training.

Business Manager and Financial Report – 2015

1. Monthly – Thank you notes for donations, pay bills and Pastor Tassey’s salary.
2. Jan – July –kept accounting for International Travel Team.
3. Yearly – Taxes filed(990); Background checks
4. Looking to 2016 – Try to downsize the inventory; it would be nice to only have to house resources and items that are currently used (suggestions?)
5. Bank balances

|  |  |
| --- | --- |
| Balance (Bradford) as of 12/21/15 | $32,784.24 |
| Balance (LCEF) as of 9/30/15 | $36,289.19 |

End of the Year Inventory – (only items that can be sold)

2014 Songbooks – 1800 songbooks ($9420.00)

ABOA – 300 (spiral and purple) ($1510.00)

AOH tracts – 30,600 tracts ($963.90)

Small Good News Cards – 1000

Large Good News Cards – 500

Old witnessing shirts – 2015 Summer Training – 9 to sell

2004 Songbooks – 110 ($110.00)

Black Scorebooks (not 2014) – 420 books ($6300.00)

Inventory (non-saleable items)

Red songbooks

White scorebooks

Commissioning pins (probably 40 – 50 pounds of them) (4 boxes)

2016 Budget

Salary - $12,960.00

Board Meeting - $1300.00

Summer Training - $1900.00

Automobile Upkeep - $800.00

Bank Service Charge - $10.00

Publicity – Conferences - $3000.00

Insurance (Liability/ Property/ Car) - $4000.00

Office Supplies - $500.00

Professional Fees - $10.00

Website - $469.00

Constant Contact (email/ Crier) - $294.00

Total = $25,243.00

2015 Weekends (including 2 Summer Training Sites not Travel Teams)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Date** | **Group** | **Church** | **City** | **State** | **Lead Dir** | **Calls** |
| 1/10/2015 | North Texas | Faith Lutheran | Graham | TX | Mark Clemens | 43 |
| 2/7/2015 | Southern IL | Area Churches | Aviston | IL | Sandy Martin | 27 |
| 2/21/2015 | North Texas | St. Paul | Vernon | TX | Mark Clemens | 45 |
| 2/28/2015 | Texas | Crown of Life | San Antonio | TX | Bill Coats | 51 |
| 3/28/2015 | North Texas | St. Luke | Olney | TX | Mark Clemens | 14 |
| 4/24/2015 | Illinois | Immanuel | Okawville | IL | Mike Brammeier | 58 |
| 6/20/2015 | ST Team 1 | Bethany Lutheran | Overland Park | KS | Roger Schafer | 61 |
| 6/20/2015 | ST Team 2 | Peace Lutheran | Kansas City | KS | Jennifer Krupp | 67 |
| 8/28/2015 | Oklahoma | Trinity | Broken Arrow | OK | Rev. Larson | 52 |
| 9/11/2015 | Iowa | Zion Lutheran | East Moline | IL | Beth Fosse | 94 |
| 9/19/2015 | Texas | Our Redeemer | Wichita Falls | TX | Mark Clemens | 77 |
| 10/7/2015 | Southern IL | Scott County Lutheran Mission | Scottsburg | IL | Mike Brammeier | 61 |
| 10/17/2015 | TEXAS | Mt. Olive Lutheran Church |  |  | Jeanne Coats | 16 |
|  | MO | Bethlehem Lutheran Church | Warrensburg | MO | Jacob Mueller |  |

**Executive Director's Report Winter 2016**

Summer Training 2016 Preparation

• Organization Activities

o Sending out Invitations/Supplications for Summer Training participation

 Postcards made and sent to churches within 45 miles from Training Site on December 1

 I have 3 base congregations in the works already – St. John's Seward, St. Paul's Malcolm, and Good Shepherd Milford (where Ben Debrick is). Still working to get a few more engaged and set up speakers/workshops and meals

o Confirmed Jennifer Krupp as Keynote Speaker

• Theme – "The One Who Showed Mercy" from Luke 10:37 The Good Samaritan

Conferences/Public Relations

• Public Relations Materials – I've found that we really lack good materials for succinctly explaining and sharing OAFC.

o Mark Triplett showed me one of the early fliers for OAFC and it was very similar to what I had been working on but it was a four-fold with the inclusion of the benefits of OAFC to the Church and to Youth and personal reflections of OAFC. So I reorganized what I had and created this updated version of that flier.

o I've been working on weekend posters – finding that balance between interesting and too-busy with our local Nebraska weekends

• Conferences

o Nebraska Fall District Pastors' Conference – October 19-20

 Summer Training signup and planning

• Got Food Poisoning – still set up the booth, but was unable to man it.

o LCMS Rural and Small Town Ministry Conference – Kansas City, MO, Nov 5-7

 Exhibit or Attend Local Weekend Conflict, unable to attend

o Will need to determine which Conferences I'm going to in 2016 – I have tried to take the approach of attending 1 LCMS networking, 1 youth networking, 1 Concordia System networking, and 1 of the pastors' conferences where Summer Training is to be held

 ALMA – Jan 28-29 in St. Louis, MO ($110 + housing, travel)

 CTSFW Symposia – Jan 19-22 in Fort Wayne, IN ($160 + housing, travel)

 LCMS Youth Symposia – Jan 14-16 in St. Charles, MO ($185 + housing, travel)

 National Youth Gathering – July 16-20 in New Orleans, LA ($500 + housing @ $129/night + tax, travel)

 Higher Things – ($350 + housing, travel/conference)

• June 28-July 1 in Nashville, TN

• July 5-8 in Cedar Falls, IA

• July 26-29 in Fort Collins, CO

 Beautiful Feet –



 CSL Symposia –

 National Rural and Small Town Ministry – early Nov.

• Sent letters to Synod president Matthew Harrison and new Nebraska District president Richard Snow encouraging their support and participation w/ OAFC in light of the recent Lay Ministry Report.

• Attended OAFC Founder and first Executive Director Rev. Fred Darkow's funeral – 12/18/15 at Redeemer LC in Arkansas City, KS

• Grants

o 9/9 Submitted an LCMS Stand With Your Community grant request for 2016 Summer Training and for printing 500 updated editions of the Another Book of Acts ($4,000)

Budget Planning

Summer Training 2015 Inflow and Expense Graph

Summer Training INFLOWS

2015 Summer Training

2015 Summer Training:Happening 207.21

2015 S T:Opening Service Offering 82.00

2015 Summer Training:Registration Fee 2,028.15

2015 Summer Training:Sales 53.00

2015 S T:Weekend Door Offerings 3,400.92

TOTAL 2015 Summer Training 5,771.28

2015 TT

2015 TT:Offerings 1,324.68

2015 TT:Start-up Money 270.00

2015 TT:t-shirts 202.00

TOTAL 2015 TT 1,796.68

TOTAL ST INFLOWS 7,567.96

Summer Training OUTFLOWS

2015 Summer Training Expense

2015 Summer Training Expense:Food 1,092.06

2015 Summer Training Expense:T-shirts 1,012.00

2015 Summer Training Expense:Travel 235.48

2015 S T Expense:TT Start-up money 270.00

TOTAL 2015 S T Expense 2,609.54

Publicity

Publicity:Conferences 2,443.21

TOTAL Publicity 2,443.21

TOTAL ST OUTFLOWS 5,052.75

2016 Proposed Summer Training Schedule Schedule –

**Thursday**, July 21st -Activities for early arrivers

**Friday**, July 22nd 2-4p Registration 4p Opening Worship Sanctuary 5:30p Dinner Cafeteria Serve: Clean Up: Thank You Song: 6:30p Orientation Youth Orientation Sanctuary Team Leader Orientation Room Adult Orientation Room 7:30p Team Time Team Rooms Introductions, Assign Weekend Responsibilities 8p Evening Wrap-Up Sanctuary 8:15p Depart with Hosts

**Saturday**, July 23rd 8:30a Gathering Team Rooms 9a Small Group Bible Study Team Rooms 10a Canvassing Training Sanctuary 11a Mass Canvass Seward Community 12p Lunch (Voting) Cafeteria Moved to Saturday Dinner Serve: Clean Up: Thank You Song: 1p All Group Recap Sanctuary 2p Mass Canvass Seward Community 3:30p Tally Team Rooms Nursing Home Planning by those finished with tallying 4:30p Nursing Home Seward Community 5:30p Dinner Cafeteria Serve: Clean Up: Thank You Song: 6:30p

**Sunday** Prep Team Rooms 8p Evening Wrap-Up Sanctuary 8:15p Depart with Hosts Sunday, July 24th Worship & Bible Studies All Day at Host Churches Lunch After Lunch Presentation & Training The purpose of this time is to introduce the church members to OAFC and encourage them to join your team for the afternoon canvassing. Invitation to Afternoon Canvass: 3p Canvassing for Host Churches 5p Recap of Canvassing 5:30p Dinner 6:30p Happening 8:15p Depart with Hosts

**Monday**, July 25th 8:30a Gathering Sanctuary 8:45a Leader Meeting Room 9:15a Small Group Bible Study Team Rooms 10:30a Keynote Presentation Sanctuary 12p Lunch Cafeteria Serve: Clean Up: Thank You Song: 1p Workshops 1 2p Workshops 2 3p Workshops 3 4p Team Time Team Rooms 5p Dinner Cafeteria Serve: Clean Up: Thank You Song: 6p Fellowship & Fun Night 8p Evening Wrap-Up Sanctuary 8:15p Depart with Hosts

**Tuesday**, July 26th 8:30a Gathering Sanctuary 8:45a Leader Meeting Room 9:15a Small Group Bible Study Team Rooms 10:30a Team Time Team Rooms 12p Lunch Cafeteria Serve: Clean Up: Thank You Song: 1p Team Time Team Rooms 1:30p Puppet & Drama Showcase Sanctuary 3p Annual Meeting Sanctuary 4:30p Last Team Time Team Rooms 5:30p Dinner Cafeteria Serve: Clean Up: Thank You Song: 6:30p Closing Happening Sanctuary An OAFC Happening is 90 minutes about showcasing what OAFC is as a ministry of proclaiming the Gospel BY ACTUALLY PROCLAIMING THE GOSPEL. Teams will follow one after the other. 8:15p Depart with Hosts

**Wednesday**, July 27th 8:30a Closing Devotions Sanctuary