

Property Committee Annual Report For 2017

The Property Committee is responsible for repairs, cleaning and maintenance of the church building and grounds. In addition, this committee works with contracts and agreements related to the property and use of the facilities. Properties provide some oversight over maintenance personnel and participates in the annual budget process.

During this year, the members of the Property Committee include: John Huchko, Bill Montgomery, Greg Sautter, Ron Stuckey, Bob O'Dell, Glenn Jensen, Chuck Trundle, Tom Hake and Merl Wendling. A large number of people volunteered their time during the year for various projects.

During the year, the committee organized these various preventative maintenance or service items:

- Snow plowing the drives and parking lots.
- Yearly test of the fire alarm system and smoke detectors.
- HVAC inspection and repair.
- Lawn care.
- Carpet cleaning.
- Monthly pest control service.
- Ongoing water softener maintenance.
- Input to the 2018 Annual Budget for all utilities and maintenance items.

Here are some of the highlights of the activities performed or coordinated by the committee.

- A demand water heater was installed for the kitchen hot water.
- New entrance and exit signs for Cleveland Road were installed
- Correction of issues found during the Fire Marshal's visits.
- Light fixture maintenance and bulb replacement.
- Replacing HVAC filters throughout the building as needed.
- Testing and repair of emergency lights and exit signs.
- Organized the Fall Cleanup day in May.
- Installed a handrail in the choir riser area.
- Snow removal from the sidewalks.
- Management of the ice buildup on the roof and downspouts.
- Provide tent, tables and chairs set up for various fellowship events.
- Perform plumbing repairs around the building.
- Had the IDEM drinking water inspection.
- Drip irrigation installed in the courtyard.

We would like to thank the numerous volunteers who have helped to keep our church property and building in good shape this past year. It could not be done without your help.

Submitted by Thomas E. Hake, Council Liaison for the Property Committee

Social Ministry Committee Annual Report 2017

Committee Members: Bob Clausen, Diane Cortelyou, Tawah Fenner, Lynn Figg, Jill Harms, Denise Johnson (new December 2017), Linda Lazaridis, Charlotte O'Dell, Vickie Radde, Norene Rhodes (new November 2017), Pat Rogers, Cheryl Stuckey, Andy Trundle

A Backpack and Beyond: This new mission was introduced by Suzanne Wyatt from Clay Church and is a program to help South Bend School Corporation elementary students receive a new backpack, school supplies, winter coat, tennis shoes, winter hat, mittens, socks, books, a haircut, dental exam, and a vision exam (free glasses if needed). The event was held on Saturday, August 5th at the Clay Church Firehouse location. We agreed to a \$3,000 promise for this year and those funds were provided by a \$2,500 church mission grant, a \$250 Thrivent action team grant and the 2nd mile giving from June. We actually contributed \$3,600 for year 2017. Our congregation provided a large number of volunteers for the various stations and a total of 308 local children were served. We will look forward to this mission for 2018 and Lynn Figg, Jill Harms, and Charlotte O'Dell have agreed to once again be our liaisons for this mission.

Angel Tree: Another wonderful year for this Advent Project. The congregation donated and committee members then sorted and delivered 209 gifts to 10 different social service agencies. We received many, many thanks for the kindness and compassion shown.

Annual Rummage Sale for Missions: Now, as part of the church fundraising for missions, the net income for 2017 was just under \$11,000 which went to support projects and the 16 youth and adults traveling to Sunbeam Children's Home west of Kingston, Jamaica. Over 120 volunteers contributed to sorting the rummage rooms and staffing the sale days to make this possible. Contributions of all kinds of items throughout the year filled our sale rooms. Many thanks to Tom Hake, Don Zerfas, Chuck and Andy Trundle for the year-round attention to make this sale possible. In 2018, a portion of the sales will support the youth trip to the National Youth Gathering.

Broadway Mission: Hats and mittens were collected and donated. Jan 2017 over 100 items, December 2017 61 items were collected. Broadway distributes these to anyone who comes in and needs items to keep warm.

Center for the Homeless: We continue to provide the volunteer sign-up sheets for CTK members to serve the evening meal at the shelter on the 4th Saturday and Sunday of each month. In March the youth did a Lock-In mission trip to the Center for 2 hours of serving food and sorting clothes.

Crop Walk: To raise awareness, Gene Case did a temple talk at all services on Sunday, September 10. The actual Crop Walk was held on Sunday, September 24, and even though it was an especially warm day, CTK was able to provide \$1,205 for local food banks per Gene.

Dismas House: Our committee continues to work with Bill Montgomery to be sure a meal is provided by our congregation on the last Tuesday of each month. We also continue to purchase \$100 Kroger gift cards per month to help with their meal budget.

Global Mission Project: Our congregation was able to provide scholarships for 60 Phebe School students in Liberia, Africa by raising \$9,200. This included the cost of one year tuition (\$100), cost of 2 uniforms (\$25), cost of shoes (\$15) and the cost of books (\$10) for each student. There were \$1,335 extra funds available due to the reduced cost for the younger students. It was decided to provide an additional \$100 to two administrators recommended by Tawah Fenner and then any extra funds will be on hold at this time. Many congregation members chose to continue sponsoring the same student this year. The

congregation was also invited to write a personal Christmas card and note to their student and Jill Harms mailed them all together in a mass mailing.

God's Work Our Hands: Volunteers helped with sorting flowers; working Habitat; provided lunch for all volunteers at CTK and at Habitat Build; donated mum flowers to Healthwin and planted them there; youth played Bingo and provided prizes at Healthwin.

Habitat for Humanity: With Linda Lazaridis as our Habitat coordinator, Ctk provided workers and lunch for a house build on Saturday, September 9 and did some major landscaping work. Monies for Habitat for Humanity were raised with 2nd mile giving, a Tastefully Simple fundraiser, and a gift-in-kind and a total of \$1,314.09 was donated to this cause.

Jamaica Mission team: The 2017 rummage sale (April 28 & 29) grossed about \$13,000. Sixteen people went on the mission trip from July 6-14 to the Sunbeam Children's Home and included several church youth and parents. They were able to provide evening devotions to the boys, repair window screens, build shelves in the pantry and store room, and oversee games and crafts while there and offered 1/2 hour devotions of songs, skits or puppets and prayer each evening.

Little Flower Food Pantry: The committee coordinates delivery of the food that has been donated by the congregation to the pantry on the Monday after the 1st Sunday of the month. We held a Soup-er-Bowl Sunday fundraiser on February 5 and \$461.58 was donated to the Food Pantry.

Lutheran Volunteer Corp: Bob Clausen coordinated a Creole dinner at the church on Saturday, October 14 and \$755 was donated to this ministry.

Madison School: Jill Harms stated there are several volunteer opportunities including mentoring, organizing, and building small items for this elementary school. One current undertaking is providing 3 seat cushions for entryway benches and Amy Doenges has graciously agreed to purchase the foam and sew the seat cushions at a minimal cost. We have an annual budget of \$250 for Madison school and will look into other possibilities to help.

Madison Food 4 Kids Fund Packs: With the continuing generosity of the congregation, we met our goal of providing food packs for 70 Madison School students for the months of January through May and then again September through December (cost is \$140 per student). The goal was reached by 2nd mile giving, Sunday School donations, congregation giving, and the mum sale proceeds (Pat Rogers organized the fall mum sale).

Women's Care Center Crib Club: Ctk continues to help Sandy Whiteman, Charlotte O'Dell, and Margie Yarger who volunteer for the Crib Club at the Mishawaka WCC by encouraging donations of money and baby items with the presence of a bassinet in the narthex in May and October.

Another great year, thanks to the generosity of Ctk members with their time, talents, and financial support.

Submitted by Cheryl Stuckey and Andrea Trundle (Committee chair for Council)

Committee members: Dave Doenges, Brian Exner, Tom Jordan (Pastor Steve and Pastor Jane)

2017

1. Created second Stewardship educational video highlighting General Fund Budget.
 - a. Identified need to update 1st video with new pastors and staff.
2. Participated in Growing Steward Lay Leaders Retreat held at CtK on March 25th led by Pastor Jerry O'Neal, Indiana Kentucky Synod ELCA Interim Director of Stewardship. Several churches from Northern Indiana were present.
 - a. Educational resources at ELCA website.
 - i. Poster/flyer with information on stewardship.
 - ii. Bible study ideas.

2018

1. Proposed goals
 - a. Add Stewardship committee members.
 - b. Educational resources for congregation.
 - i. Update educational videos. Possibly add 3rd video.
 - ii. Flyers/posters
 - iii. Bible Study
 - c. Time and Talent database update. New software?
 - d. Pledge drive concepts for 2019 budget planning.
2. Challenges
 - a. Adding committee members.
 - b. No mortgage and INTO campaign closing out.
 - c. New fed tax changes regarding charitable giving.

Respectfully submitted,

Tom Jordan

Committee Chair

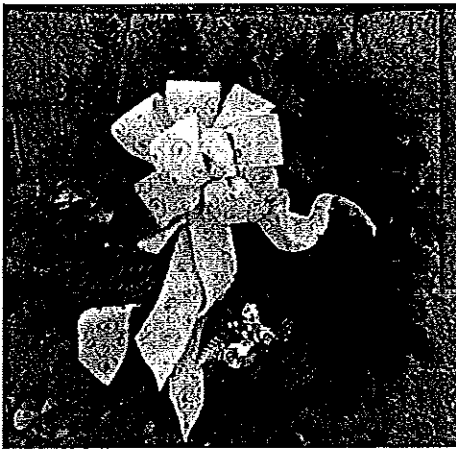
Trinity Memorial Garden Columbarium of Christ the King Lutheran Church

January, 2018

Dear Christ the King Lutheran Church Congregation,

The Trinity Memorial Garden Columbarium of Christ the King Lutheran Church was established to fulfill a desire to provide a reverent place of repose and memorialization in the tradition of churchyard burial. As a ministry of Christ the King Lutheran Church, it is intended as a place of interment within niches or an ash garden for cremated remains.

We currently have twenty-three niches reserved. We have had two interments this year ... Susan Norborg and David Nicholson. No one outside of Christ the King congregation has made inquiry after we opened it up to the congregations within the North Central Conference of the ELCA of the I-K synod. There are 79 niches that are available.



This year wreaths were placed in the columbarium for the Christmas season. The round green wreath ... symbolized the eternal life and our Lord the Creator and Sustainer of life. The white bow symbolized purity and righteousness. The pine cones are seed pods and remind us that God's plan provides for the continuation and propagation of life.

Thanks are given to the congregation for its support of our ministries.

Special thanks to Reverend Loren Van Oort for being on the board and for his wisdom and guidance.

If you have been thinking about obtaining a niche or have questions contact anyone on the committee – Tricia Burns, Michele Jensen, Ed Stood, or Glenn Jensen (272-8891).

Blessings,

Glenn Jensen

Glenn Jensen

Trust Fund Committee Annual Report 2017

January 2018

The Trust Fund Committee is responsible for managing the assets held in the Trust Fund. The purpose of the Trust Fund is to enhance the work of the church by funding new opportunities for ministry and stewardship that are additional to and apart from the general operating budget of the congregation. The Trust Fund consists of two separate funds: an Endowment Fund and a Memorial Fund.

At this time, the committee is focused on growing the Endowment Fund by responsibly investing the donations received and reinvesting the earnings from those investments. Income from the Endowment Fund will be available in future years to fund new projects and ministries. The Endowment Fund started the year at \$60,042.01 and it closed the year at \$72,324.13 (including unrealized gains) for an 8.8% increase (excluding \$7,000 in transfers from the Columbarium Fund). Investment earnings were the primary driver for the fund growth in 2017.

The committee directs assets from the Memorial Fund to be used in memory of loved ones for enhancing our worship and supporting projects within our church. Funds were disbursed to cover expenses for the choir loft handrail and the office computer server in 2017.

The Memorial Fund closed the year at \$6,240.62. Trust Fund assets also include a balance due of \$42,000 from the Columbarium Fund loan. The Columbarium Fund makes quarterly payments (when the fund has a balance greater than \$3,000) back to the Endowment Fund.

The committee members are Jeff Eleff, Tom Jordan, Tom Yarger, Matt Dowd and Amy Dowd. The committee would like to thank John Huchko for keeping the financial records for the two funds and the congregation for its support of our ministries.

Respectfully submitted,
Jeff Eleff

Worship Committee Report For 2017

The Worship Committee's responsibilities include reviewing and assisting in the planning of the worship experience according to the seasons of the church year. We are to provide regular feedback to the staff regarding the worship life of the congregation, and assist the staff in implementation. We are to engage in learning about the liturgy and worship from the Lutheran perspective, foster education and training for worship leaders, and exercise oversight for the work of the acolytes, altar guild, liturgical arts team, and usher corps.

The committee members included: Pastor Caroline, Pastor Brad, Hillary Doerries, Marilyn Bussewitz, Bob Irish, Lin Irish, Jan Irvine, Camille Kureth and Rita Kurtz.

During the year, the Worship Committee:

- Maintained changing the sanctuary colors to follow the ELCA church year, including ironing the paraments and keeping the banners clean and up to date.
- Maintained supplies for communion and candles.
- Helped with decorations for special events: the Chrismon tree for Christmas, trees in the sanctuary for Christmas, displaying of the Stations of the Cross paintings for Lent and flowers for Christmas and Easter.
- Helped organize and plan the Reformation 500 celebration with extra activities and special worship services.
- Updated the worship committee budget to reflect current and possible future expenses.

We thank Vicki Mohajeri for coordinating the ushers and Ginny Gorman and Jan Irvine for organizing the altar guild. We thank Allen Boehnlein for the hanging of the tall paraments and Jan Irvine for ironing them all. Thank you Sharon Esmont for bread baking, Margie Yarger for new communion napkins, and Linda Lazaridis for extra altar guild duties. Thank you to Bill & Pam Montgomery for our new Chrismon tree. Thank you to Karen Maier for helping Hillary organize the paper music. We especially need to thank all the many, many volunteers who helped with our worship services either directly or behind the scenes.

This summer, Matt Douhan helped organize the youth as assistant ministers under the guidance of Geoff Layman, Liz Bell, and Matt. What a wonderful addition to our worship services!

Hillary was again assisted by Elliott Smith, a Notre Dame doctoral student intern. He helped run the Children's Choir and participated in the other CtK musical groups.

If you would like to have a voice in the worship services, please contact one of the committee members. We would appreciate any input and would encourage you to join us.

Respectively submitted,
Rita Kurtz
Worship Committee Chair

Youth Faith Formation Committee 2017 Annual Report

This has been an exciting year of growth and renewal in the Youth Faith Formation (YFF) program at CtK. We have added several new committee members and they have brought a great deal of new passion and energy to the YFF program. All of our committee members, new and continuing alike, deserve a lot of credit for their hard work and commitment to the youth at CtK. However, particularly deserving of thanks are Matt Douhan and Faith Jordan for the incredible leadership they have provided. Geoff Layman serves as the official chairperson and council liaison for YFF, but, in reality, Faith and Matt played just as big a role in leading and guiding our youth ministry in 2017.

2017 was a year of rebirth for our youth ministry. We provided more opportunities for faith development, spiritual growth, fellowship, fun, and serving the community, and more CtK youth took advantage of those opportunities. With no high school seniors among the most active members of the CtK “Youth Crew” and several current 5th graders ready to join us as 6th graders in the fall, 2018 promises to be a year of even more exciting growth for youth faith formation!

Committee members: Aimee Bjornstad, Carmen Burlingame, Matt Douhan, Chad Harms, Faith Jordan (staff since September 2017), Cicely Kohlmeier, Carrie Kosac, Geoff Layman (chairperson), Chad Roggow (new in 2018), Craig Swendsen (staff, departed in August 2017) and Josh Weinhold (new in 2018).

Education: Christian education for youth is offered on Sunday mornings and Wednesday evenings. We have been blessed to have a very successful Youth Sunday School class team-taught by Carmen Burlingame, Matt Douhan, and Faith Jordan. Carmen, Matt and Faith took over the youth class in the fall of 2016 and have brought new life to it, helping to generate more attendance and, more importantly, making the class quite meaningful for the youth participating. Here is how they describe the class and their experience in teaching it: “2017 has been a successful year within the youth education program and we have been emphasizing “Build on this rock”— Matt 16:18. We have seen an attendance increase this fall—ministering to 15 different CtK youth members with an active Sunday morning core of 10. We saw 8 or more students attend 9 out of 14 Sundays (with a high of 10 on 2 occasions). Additionally, several students have brought friends. After the spring “Lock-In to Service” event – we had a large group spend the night, attend 8:15 worship and stay for Sunday School, including three guests. The Youth Crew continued to meet weekly through June and then met multiple times during the summer – using that time as an opportunity to work on skits for VBS. Special discussion series included studying Luther’s Small Catechism as part of our Lenten Journey and a focus on Martin Luther in October. Both series followed a churchwide emphasis on the 500th anniversary of the Reformation. We continue to use the “Taking Faith Home” handouts with success and follow the pastors’ sermons for discussion topics.”

The Wednesday evening education is for 6th through 8th graders in the Confirmation program. Craig Swendsen led this program from January through March, with 17 students participating. Pastor Todd Lotridge of Holy Trinity led the program along with Pastor Caroline from September through December, also with 17 students. There were 4 students who were confirmed in November. In addition, 5 students attended Confirmation camp this summer at Lutherwald and had a great time.

Youth Events: The committee plans and carries out a variety of monthly events for the youth. These events include fellowship, group-building activities, community outreach, and devotion. We planned more youth events in 2017 than in 2016, and the youth responded by significantly increasing their participation in the events.

Some of the monthly YFF events this year were a July beach trip to Warren Dunes (with 12 youth and 6 adults participating), our “Flour Bouts” game and cookout in June (20 youth, 13 adults), our annual Youth Flower Sale and follow-up ice cream outing (11 youth, 7 adults), a campout on the church campus in September (16 youth, 14 adults), an outing to the “Harms Haunted House” in October (8 youth, 8 adults.....special thanks to the Harms family for this frightfully good time), and a youth Christmas party complete with a “White Elephant” gift exchange and ice cream sundae bar in December (16 youth attended). A particularly well-attended and enriching event was the “Adolescents, Artists, and Assembly” games night in November. We invited all youth and their families (the adolescents), all participants in CtK music ministries and their families (the artists), and all council members and their families (the assembly) for a night of cross-generational fun and games, with a catered meal from Papa Vino’s. The event attracted a total of 43 people and a very good time was had by all.

Servant Events: In addition to our regular monthly events, YFF also was engaged in a number of “servant events” that involved service to the community or the congregation. These included:

- September Campout and Bench Build: Part of our time during the campout at CtK was devoted to building benches for congregation members to use around the fire pit area on the hill behind the church. Chuck Trundle very generously built a prototype bench for us and provided us with detailed plans. The youth and adult volunteers managed to build three more benches during the campout despite having to cut the build short due to the setting sun. We still have the materials for two more benches and will build those in the near future.
- Lock-In to Service Day: On March 25, we held our “Lock-In to Service Day,” which involved the youth participating in three community service projects, followed by a lock-in at the church. The community service events were helping with bingo at Healthwin, cleaning and clothes sorting at the South Bend Center for the Homeless and sorting a large number of Legos for an upcoming Lego competition at Madison Primary Center. There were 13 youth and 10 adults involved in these service projects. The lock-in portion of the proceedings included dinner, a devotional, a lot of fun games and very little sleep. The group had breakfast and attended worship together on the morning of March 26. Special thanks to the moms who volunteered to come in early and make breakfast that morning!
- Vacation Bible School: The youth performed skits at the beginning of each day of VBS and stuck around to help kids with crafts and games and to help prepare snacks for kids.
- Backpacks and Beyond: Under the leadership of Jill Harms, CtK, along with several other area congregations and local businesses, was involved with the “Backpacks and Beyond” event held at the Clay Church Firehouse on August 5. The event allowed school children from needy families to receive school supplies, clothes, eye and dental exams, and other services, all for free. A large number of CtK youth helped with the event.
- Trunk or Treat: This was our sixth year for this outreach event, with the CFF committee doing most of the legwork, with help from YFF. Trunk or Treat was a roaring success again this year despite a steady rainfall forcing us to move our “trunks” inside the church. There were 23 CtK youth who were involved in some way with Trunk or Treat.
- Parents’ Day Out: Once again, faith formation at CtK sponsored a “Parents’ Day Out” event. This event allows parents to do last-minute Christmas shopping, while children learn about the true meaning of Christmas, and compose prayers and design bulletin covers for the 4:00 service on Christmas Eve. There were 14 CtK youth who helped with Parents’ Day Out.
- Youth Assisting Ministers: During the summer, we began a program of “Youth Assisting Ministers” in which one or two youth served as an assisting minister alongside the adult assisting minister for that day. Youth helped with reading the Psalm and saying the prayers of intercession. Six different youth served as youth assisting ministers.

T-Shirt Sale: As a fundraiser for our youth trip to the ELCA National Youth Gathering in Houston in 2018 (see below), YFF sponsored a CtK t-shirt sale. Matt Douhan designed a very appealing CtK logo and did all the legwork necessary for the production of t-shirts featuring this logo, followed by sweatshirts and other winter wear with the logo. The sale has not produced a huge amount of revenue for the youth gathering trip (although we now have begun to move into the black on the sale and will raise a decent amount of money for the trip). However, it has helped to create a stronger sense of community and “church pride” in the congregation as large numbers of congregants can be seen sporting shirts in different shades of blue with the “cool” new CtK logo. So far, 123 items have been sold to members of over 40 different CtK households. We plan to continue the sale into the spring, with more t-shirts and with polo shirts bearing the church logo. So, we hope our “spirit wear” sale continues to raise money for our youth trip and continues to strengthen the sense of “CtK spirit” in the congregation.

Summer Impact Trips: Every year our youth are offered the opportunity to go on a meaningful, faith building, and mission-oriented trip. In 2017, the youth joined the Jamaica Mission Team on their annual trip to the Sunbeam Children’s Home in Jamaica. Four youth were included in the Jamaica mission trip in the summer of 2017.

Our youth mission trip for 2018 will be to the ELCA National Youth Gathering in Houston, TX. At this point, eight youth and four adults are scheduled to make the trip, and we continue to try to recruit more youth to accompany us. Fundraisers for the trip include the spirit wear sale, a “Who-Done-It Mystery Dinner” that we will hold in March, the CtK Rummage Sale (in which youth gathering participants and other CtK youth will be involved), Second Mile Giving in March, and our annual youth flower sale in May.

The Youth Speak: During the Youth Sunday School class on Jan. 14, we asked the youth to tell us what their favorite events of 2017 were and why. The kids named a wide range of events, which suggests that most of our events were meaningful to our youth. The beach trip seemed to be the most popular event due to the opportunity for fun and fellowship on a trip away from South Bend. Flour bouts and our September camp out also were very popular. Perhaps our favorite comment was offered by Sydney Douhan, who said that her favorite event was Backpacks and Beyond because of the opportunity to interact with young children from needy families. Sydney loved seeing the excitement that getting to pick out their own school supplies brought to the children and the joy it provided for their parents.

Thanks!: Finally, the YFF committee would like to thank the congregation for all its help and all its support of CtK youth. Helping our youth to grow in faith is one of the most important things we do as a congregation, and we appreciate how committed the congregation is to this. As exciting as 2017 was for youth ministry at CtK, we anticipate that 2018 will be an even more exciting year for the spiritual growth and faith development of our congregation’s youth.

Respectfully submitted by: Geoff Layman, YFF committee chair