

**Saint Andrew Lutheran Church  
Annual Report  
For Year Ending December 31, 2013**

**Table of Contents**

Index of Annual Report & 2013 Church Council .....	1
2013 Balance Sheet & Income Statement.....	4-5
Information about Members, Attendance and Pastoral Acts 2013 .....	6-7
Pastors' Reports .....	8-10
Church Council President Report .....	11
Church Council Vice President Report.....	12
Parish Administrator Report.....	13
<b>Ministry Reports</b>	
Christian Education and Youth .....	14
Communications/Development.....	15
Fellowship.....	16
Finance.....	17
Member Outreach .....	18
Memorial Gift.....	19
Personnel .....	20
Property .....	21
Social Ministry.....	22
Worship .....	23
Altar Guild .....	24

**2013 CHURCH COUNCIL**

<b>NAME</b>	<b>OFFICE/MINISTRY LIASON</b>	<b>TERM EXPIRES</b>
Mary Wittich	President	January 2016
Mike Williams	Vice-President	January 2015
Bill Best	Christian Education	January 2016
Mike Williams	Communications	January 2015
Sean McCarthy	Development	January 2016
Lenette Hoover	Fellowship	January 2015
Brandon Murphy	Finance/Stewardship	January 2016
Mary Wittich	Memorial Gift	January 2016
Pam Kyhos	Personnel	January 2014
Randy Trollop	Property	January 2014
Annette Green	Social	January 2014
Dan Malm	Worship	January 2015
Ed Wodalski	Youth	January 2015

# REPORTS

## **Mission Statement**

*The life and ministry of Saint Andrew Lutheran Church shall be open to all who wish to express their faith in God through Jesus Christ by worship, learning, witness, and service. From this gathering of God's people shall come Christian love as members minister to each other, the community, the nation, and the world. With the guidance of the Holy Spirit, the life and mission of this church can be fulfilled by those within it. Therefore, we wish to express our love of Jesus Christ through faithful support of, and active participation in, the mission and ministry of Saint Andrew Lutheran Church.*

## MEMBER STATISTICS - 2013

### History of Baptized and Confirmed Membership 1981-2013

Year	Baptized	Confirmed	Baptized Change	Confirmed Change
1981	351	213		
1982	446	269	+ 95	+ 56
1983	521	297	+ 75	+ 28
1984	588	332	+ 67	+ 35
1985	697	403	+109	+ 71
1986	767	451	+ 70	+ 48
1987	912	525	+145	+ 74
1988	1020	625	+108	+100
1989	1208	703	+188	+ 78
1990	1295	815	+ 87	+112
1991	1351	855	+ 56	+ 40
1992	1403	912	+ 52	+ 57
1993	1440	940	+ 37	+ 28
1994	1605	1013	+165	+ 73
1995	1724	1105	+119	+ 92
1996	1797	1178	+ 73	+ 73
1997	1974	1293	+177	+115
1998	2114	1430	+140	+137
1999	2144	1461	+ 30	+ 31
2000	2239	1534	+ 95	+ 73
2001	2288	1589	+ 49	+55
2002	2402	1651	+114	+ 62
2003	2504	1746	+102	+95
2004	2577	1833	+73	+ 87
2005	2616	1866	+39	+ 33
2006	2711	1894	+95	+ 28
2007	2766	1923	+55	+ 29
2008	2855	1984	+89	+ 61
2009	2939	2074	+84	+ 90
2010	3026	2112	+87	+ 38
2011	3127	2184	+101	+ 72
2012	3176	2205	+ 49	+ 21
2013	3185	2197	+9	-8

Membership Age Grouping										
Age	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
0-5	222	228	255	266	275	294	273	265	241	214
6-10	215	212	222	209	213	219	221	227	246	253
11-15	204	201	197	213	217	221	228	238	232	225
16-20	194	198	216	212	211	211	211	201	212	223
21-25	188	165	172	166	183	189	182	199	206	223
26-30	153	162	174	179	193	215	183	178	176	181
31-35	180	168	193	194	202	207	211	210	227	223
36-40	191	184	204	210	217	204	199	210	212	207
41-45	211	200	206	202	195	206	222	226	222	227
46-50	229	210	203	224	228	223	228	212	222	218
51-55	186	197	202	201	214	223	215	224	229	233
56-60	141	148	169	169	166	178	188	199	206	212
61-65	67	82	88	110	125	143	145	163	169	161
66-70	40	37	44	55	54	71	75	88	106	124
71-75	35	44	41	49	46	46	38	40	52	59
76-80	18	18	24	27	34	41	47	46	43	43
81-100	15	17	23	28	22	35	30	34	38	42

Note: These numbers are approximate as some birth dates have not been reported.

**2013 PASTORAL ACTS**  
New Members & Attendance Breakdown

<b>Pastoral Acts - 2013</b>	
Baptisms	37
(Adult)	0
Weddings	14
Funerals	15
First Communion	24
Confirmations	
Youth	64
Adult	0
<b>New Members Received 2013</b>	

February 17	17
May 19	10
October 20	4
Joined via Confirmation	0

*TOTAL* 31

<b>Average Weekly Worship Attendance</b>	
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(Between 1981 and 2012)

<u>Year</u>	<u>Avg. Att.</u>	<u>Change</u>
1981	165	0
1982	182	+ 17
1983	196	+ 14
1984	214	+ 18
1985	263	+ 49
1986	244	- 19
1987	292	+ 48
1988	303	+ 11
1989	311	+ 8
1990	347	+ 36
1991	338	- 9
1992	345	+ 7
1993	330	- 15
1994	357	+ 27
1995	389	+ 32
1996	420	+ 31
1997	482	+ 62
1998	503	+ 21
1999	523	+ 20
2000	542	+ 19
2001	543	+ 1
2002	559	+16
2003	587	+ 28
2004	552	-35
2005	558	+6
2006	508	-50
2007	593	+85
2008	603	+6
2009	548	-55
2010	525	-23
2011	593	+68
2012	565	-28
2013	550	-15

<b>Service Break-down – 2013</b>	
<i>Average Attendance</i>	
12:15	46
6:15	87
8:00	178
10:30	242

<b>Special Worship Services - 2013</b>	
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Ash Wednesday (12:15)	98
Ash Wednesday (6:15)	291

Midweek Lenten Worship (12:15) (avg.)	81
Midweek Lenten Worship (6:15) (avg.)	205

Maundy Thursday (12:15)	60
Maundy Thursday (6:15)	81

Good Friday (12:15)	242
Good Friday (6:15)	142

Easter Sunday (6:00)	325
Easter Sunday (8:00)	407
Easter Sunday (9:30)	546
Easter Sunday (11:00)	263

Thanksgiving Eve (6:15)	86
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Christmas Eve (4:00)	512
Christmas Eve (6:00)	554
Christmas Eve (8:00)	364
Christmas Eve (10:00)	142
Christmas Day (10:00am)	107

## Lead Pastor

Pastor Craig Swenson

*"I thank my God every time I remember you, constantly praying with joy in every one of my prayers for all of you, because of your sharing in the gospel from the first day until now. I am confident of this, that the one who began a good work among you will bring it to completion by the day of Jesus Christ." –  
Philippians 1:3-6*

As Saint Paul began his letter to the Philippians he first of all described his sincere gratitude for the many ways this faith community shared in the ministry of the gospel, knowing that the good work that was being done was not that of the people, but a direct result of the active presence of the Spirit of God at work among them. While it is tempting to consider the good we do as resulting from our own hard work, scripture reminds us that the good that we do is a reflection of God's goodness.

As I reflect on another year of ministry together, I wish to express thanks to God in Christ Jesus for all the blessings we have been fortunate enough to share. Some of those blessings have been during happy times, some during sad times and some during challenging times, but all in God's time. First of all, let me offer thanks for all who express your faith in Christ as you actively and faithfully share in life and ministry of Saint Andrew. Your support and participation is a reflection of your commitment to the many ways we worship, learn, witness and serve Christ in ministry together. I am thankful for devoted staff members who actively assist all of us in carrying out the work of the church. Not only are they faithful in their tasks but they are faithful in carrying out their work with great love and humility knowing we are better working together than we are independent from one another. We share in each other's lives and build each other up for the sake of the larger reflection of the church.

I am thankful for the many volunteers who serve as council leaders, ministry members, worship leaders, altar guild, funeral guild, choir members, Sunday school teachers, confirmation mentors, office helpers, money counters, lawn care workers, homebound visitors, bread bakers, quilters, VBS helpers, snack providers, fellowship and hospitality stewards. The list is long of the many people who help carry out the work of the church and I am thankful for each and every one of you.

I am thankful for all who attend the many worship services we share over the course of the year--regular weekly worship, funerals, weddings, confirmation and first communion services. (The list of Pastoral Acts is listed in the Parochial Report). It has been a joy to share the proclamation of the Gospel and distribution of the Sacraments with many this past year. I am confident we have all been nourished and encouraged as a result of what God promises to do through these unique experiences.

I am thankful for the work of neighboring congregations, the synod and the larger church, our companion congregation in Zeerust, for our church camps, seminaries and campus ministries. The church of Christ has many expressions and we are all connected through our common identity in Christ and the work we do and can do together. It is a blessing to be part of this great church and the many ways we shape the body of Christ for the sake of witness and service to others. For all you do to make this opportunity of serving among you such a blessing to me and to many, I thank my God!

*Pastor Craig Swenson*

## Associate Pastor

Pastor Jenn Collins

On my desk, in a frame, sits a quote by NT Wright which is a paraphrase of Matthew 10:39, “If you want to find yourself you have to lose yourself. If you want to save your life you have to give it away.”

As I reflect on another year of ministry at Saint Andrew I have found this to be true. The more we give ourselves to one another, the more life we find in the end. That, in a way, is the best kept secret of church or really of any community. The more committed and invested you become in the life of any community, the more attached you feel. That certainly has been true for me in this last year of partnership with you for the sake of sharing God’s good news.

While there are many highlights of this past year, one of note, was a particular day this past summer – when several of our students in confirmation were at Waypost Camp on Mission Lake for a week of camp. One of their cabin counselors (also a member of Saint Andrew) encouraged a few of the young women to think about their experience of Saint Andrew.

What resulted was a gift of eight hand-written letters, written on pink paper. These letters were honest and sincere. The girls challenged our current status quo. They were seeking more excitement and active participation in worship. They were hoping for a place to connect together at church. They thought about the value of having a place to ask questions and people to hear them. They were hopeful and they were doing the work of visioning.

I was blessed by their candor and grace and it was a gift to watch them connect with one another at camp. I hope that as they grow and are confirmed, that they always feel comfortable sharing their thoughts and feelings in this place. I also think they set a beautiful example of what community and commitment to one another can look like through a sharing of concerns, hopes and visions.

I think of the many families who have shared in various stages of life this year – a summer filled with baptisms meant that we heard week after week that we belong to Christ. An autumn of weddings was filled with the hope and joy of people longing for God’s closeness as they made commitments to one another. And at the end of life, many of you gathered around families who were facing grief – and your presence was of comfort to them.

I am inspired by the parents that weekly bring their children to confirmation and church school and by the mentors and teachers who give so much and teach them so well. I am inspired by the giving tree that gathered mittens and hats below its boughs to keep children warm in the cold. I was swept away by the music of the Cantata this spring – How Great our Joy! And it has been a daily blessing to work alongside such faithful staff –stewards and caretakers of this place and the ministry to which God has entrusted each and every one of us.

My prayer for the year to come is a continued sense of being inspired and grateful for all that we do together. As we give to one another, we will be mutually enriched. Thank God for Christ’s church!

*God has done great things! Joel 2:21*

*Pastor Jenn Collins*

## Visitation Pastor

Pastor Jeff Martinson

*....and the peace of God which passes all understanding will keep you hearts and minds in Christ Jesus.  
(Philippians 4:7)*

As the Visitation Pastor at Saint Andrew Lutheran Church, I am grateful to be a part of a great ministry team and the body of Christ in this wonderful faith family. The past year has given me more opportunities to know you and your families and to be with you in times of illness or need, transition or other. You have graciously accepted me in your homes and other places of residence; nursing homes, assisted living, rehab and hospice facilities. It has been my privilege to represent the congregation's commitment to caring for the members and friends, and giving witness to the congregation's love for God and one another. I work closely with both pastors and keep in touch with a Visitation team (members who visit some of our shut-ins). I hope to renew this ministry in 2014.

Including phone calls to set up visits, visits and phone calls simply to follow up and check how things are going, I average about 25 contacts each week. The visits almost always include prayer and blessing, sharing and conversation as possible and often the sacrament of Holy Communion, when appropriate and, again, possible.

Although not a typical visit, I've had very special visits with members who suffer some degree of dementia and reside in these particular units for their care and well-being.

In my weekly or bi-weekly visit to her, I find this one time delightful lady, now frail and this day curled up under blankets in her lowered bed. She is facing the wall and sobbing; I perceive that she is calling for her mother. I call her name and touch her gently and she makes a comment as such, "Oh, you came." I need to sit on the mat by the bed to be nearer and able to hear and speak to her comfortably. I am sure she doesn't recognize me as the visitation pastor, and it's not important, as I attempt to listen to her and connect with her where she's at. In time I do remind her of her faith and faithfulness (her regular worship), and her being a child of God; God's love for her and forgiveness, too. I remind her, also, of her work which she did well; and her family and her large furry white cat, which sprawled out on the coffee table when we had communion once. I feel something does click as she may be reviewing these good things; she expresses a bit of a smile and a tiny chuckle. Before I leave I offer prayer; the Lord's Prayer, which she prays with me, and a blessing. I do make communion available; sometimes I'll ask her and other times I will say her name and "I would like to have Communion with you now", as we have been transported to a holy place of grace. When she thinks to say 'thank you', the blessing I feel is indescribable, and I am again thankful to be the visitation pastor at Saint Andrew.

*Pastor Jeff Martinson*

## President

With the guidance of the Holy Spirit, the life and mission of this church can be fulfilled by those within it.

*– from Mission Statement*

Saint Andrew is fortunate to have the pastors and staff which support us in this mission. The pastors lead us in worship and guide us along the way. The staff is an integral part in the workings of Saint Andrew.

Volunteerism is a very important part of our congregation. From the council to the ministries and task forces, our members have so many areas in which to volunteer. This year we were able to organize a funeral ministry of three teams with 15 or more members on each team. They will be available to serve luncheons when needed. A task force worked to form an endowment fund. The by-laws have been written and will be presented at the annual meeting for a vote. This will enable the congregation to help fulfill the mission of Saint Andrew.

My one wish is that we would be able to get many more members involved in volunteering. There are so many opportunities that do not involve long-term commitments. So, please consider volunteering for ushering, greeting, choir, bells, hosting fellowship, making soup, teaching church school, nursery and outside lawn care and plantings. These are just a few areas in need of volunteers. Consider picking one that interests you.

As the council worked on the 2014 budget, the anticipated pledges did not meet the projected expenses. After much discussion, a reduced budget was approved by the council to be presented at the annual meeting. It was also decided to ask the congregation for an additional dollar each week. This will help us meet the expenses for the year.

As my year as president comes to a close, I would like to thank the council for their service and care for the members of Saint Andrew. Without our pastors and staff, we would not be a functioning congregation. But, most of all, thank you to all of you. Saint Andrew is a wonderful place to be and we are all so fortunate to be a part of it.

*Mary Wittich  
Council President*



## **Vice President**

*As each has received a gift, use it to serve one another, as good stewards of God's varied grace.  
(1 Peter 4:10)*

We are blessed to have an army of volunteers at Saint Andrew to carry out God's mission. We frequently hear the saying "many hands make light work". This is certainly true in this congregation. The giving of time and talents for the sake of the church is inspiring.

As the church grows, so grows the need for these talents to serve each other and the community. Please consider how you might share your talents for the mission of Saint Andrew.

The Endowment Fund Bylaws, which will be voted on at the Annual meeting, provide another opportunity for the members of the congregation to contribute to the ongoing mission of Saint Andrew of doing God's work. In time, this fund will help us reach out to more people in need, provide more education for our children and allow us to be more benevolent in the community.

I am thankful for all the help and support I have received from the pastors, staff, council and members of the congregation. The experience has been very fulfilling.

*Mike Williams  
Council Vice President*

## Parish Administrator

**Always Being Made New – 25 Years Together in Christ, celebrating 25 years of the ELCA!** A year ago we saw this message on the cover of the Saint Andrew Annual Report for 2012, including pictures of people we do not know but with the familiar ELCA logo and statement that we do easily recognize **“God’s work. Our hands.”**

In 2013, the congregation of Saint Andrew also had many moments and opportunities of **“Always Being Made New”**.

- The year began with members braving the beautiful & blustery elements of Wisconsin’s winter season to travel to the church and have their photo taken for the new Saint Andrew Photo Directory. With additional time shared by several talented members to capture & assemble group and casual photos, this valuable resource was created for all to enjoy.
- Along with the 30<sup>th</sup> Anniversary celebration of worship and ministry at Saint Andrew a few years ago, came the realization that the congregation is also aging. In 2013 a new Funeral Guild was developed to group volunteers into teams, ready to assist families by preparing meals or refreshments and offer sincerest hospitality in these very difficult moments.
- In the renewal of spring, the Saint Andrew church facility received a generous gift of time and talents by a member and his employees to spend a week tearing out, redesigning and planting the new building landscape for the bell tower and front entrance areas of the building.
- Summer brought new excitement when the Christian Education Ministry at Saint Andrew partnered with talented young adult counselors from Crossway’s Camping Ministries to offer VBS Day Camp to our younger members for a week in July!
- For the past five years the Property Ministry at Saint Andrew has been raising funds outside of normal budgeted maintenance and repair expenses to begin the process of replacing several parking lot areas. With fall and winter on the horizon, the south main parking area was torn out and new asphalt applied.
- In December the Property Ministry utilized the Focus On Energy program incentives to reduce costs for replacing many areas with new lighting in the Saint Andrew facility. Two goals were achieved; to be good stewards of financial gifts and to conserve energy.
- In November and December the Giving Tree offered members of Saint Andrew the opportunity to provide area school children with the warmth of 77 new hats, 60 pairs of mittens and 5 scarves, several of which were hand crafted by sharing time and talents.
- At today’s meeting, members will hear information about the Endowment Fund, developed by a task group working with the Finance Ministry, which is a new opportunity for members to create a legacy and share financial gifts to Saint Andrew.
- In 2013 local budgeted benevolence dollars were shared with Crossways Camping Ministries, The Neighbors Place, The Warming Center, Randlin Homes, SALC Scout Troops, Wausau Area Pushback Against Drugs, Zeerust Building Program and Wausau Christian Services (providing Bibles for inmates).

When we move about our day to day lives we do not always know someone’s name, but we actually do know who they are .....***our Sisters and Brothers in Christ!*** *Thank you* for the many things you do by sharing your time, talent and financial gifts ***“to express our love of Jesus Christ through faithful support of, and active participation in, the mission and ministry of Saint Andrew Lutheran Church.”*** - from *Mission Statement*

Blessings,  
Shelby Gjertson  
Parish Administrator

## Christian Education and Youth Ministry

**Chairperson:** Sara Goetsch

**Council Liaison:** Bill Best and Ed Wodalski

**Members:** Sara Goetsch, Sheila Hagen, Duane Mueller, Heidi Wiesman, Sandi Rusch, Liz Sautebin, Sheri Vandehey, Katie Gilles and Jennifer Hinker

I have been blessed as Coordinator of Christian Education to be involved with amazing people and programs here at Saint Andrew. I am grateful for the opportunity to work closely with staff, volunteers, and youth to help make the following programs and activities possible:

- ◆ Organizing Sunday School for Pre-K-6th Grade
- ◆ Organizing Thursday Kids Camp for Pre-K through 5th Grade students
- ◆ Sunday School Opening Music-Twice a Month
- ◆ Planning and Implementing Confirmation Classes for 7th-8th Grade
- ◆ Assisting the Pastors with worship
- ◆ 3rd-5th Grade Winter Retreat
- ◆ Technical aspects of Christmas Program

I am looking forward to:

- ◆ 6th Grade Baptism Retreat
- ◆ 180 GO! High School Service Ministry
- ◆ February Synod Junior High Youth Gathering
- ◆ Shrove Tuesday Pancake Supper
- ◆ Assisting with Lent Soup and Sandwich Fellowship
- ◆ Easter Breakfast
- ◆ Confirmation Camp in June
- ◆ Vacation Bible School

I also look forward to continuing to work as a team with all of you to successfully provide education opportunities for all to participate in. Thank you for your part in God's work that we are doing together.

In one peace,

*Matt Seegert*

*Coordinator of Christian Education*

## Communications/Development Ministry

**Chairperson:** Mike Williams

**Council Liaison:** Sean McCarthy

**Members:** Russell Van Skike

The Ministry focuses on creating communication strategies for ministry activities. Specifically, the ministry assists in the development of conventions and standards for all published materials, email, social media, and other internet communication tools, photo displays and screen shows, maintains the website and coordinates the use of the email version of the Network.

### **Goals achieved in 2013:**

- 1) Completed Safe Place Policy. These guidelines are now in place and were instituted in time for the summer VBS and fall Sunday school programs.
- 2) We worked with Finance Ministry in the development of the Endowment Program Bylaws.
- 3) We initiated conversation among all ministries to define all the tasks that are done by the members of the individual ministries. We continue to use this information to develop our ministries and Council structure to allow our members to be as effective and productive as possible.

### **Goals and visions for 2014:**

- 1) Recruit volunteers to assist in weekly communications updates for the website, Network and Narthex digital message board.
- 2) Assist other ministries with communication needs.
- 3) Continue development and communication of Saint Andrew policies throughout the ministries, council and congregation.

Respectfully submitted,

*Mike Williams*

*Chairperson*

## Fellowship Ministry

**Chairperson:** Amy Frolik

**Council Liaison:** Lenette Hoover

**Members:** Bonita Alafouz (Secretary), Ann McDonald, Dave Mueller, Jamie Mangels, Vicki Mrotek, Karen Swenson, Todd Punke and Lucy Harvey (OWLS Group Coordinator)

The Fellowship Ministry supports the Mission of Saint Andrew by planning and coordinating activities and events for all members to provide opportunities for participation in the community life of the church. We host weekly Sunday fellowship, the annual Church Picnic, Pretzel Sunday and Palm Sunday; support the OWLS' monthly group activities; and plan and organize special family outings, community service projects and seasonal events.

This year we have built the ministry by another person and have continued weekly and annual events. A few new ones were added as well, such as serving cupcakes at 10 am in honor of Pentecost Sunday, honoring new members, the last day of Sunday School, Sundae Sunday and a Potluck Bingo event.

**Weekly:**

Fellowship on Sundays - Coordinate and schedule volunteers for coffee service and cookie baking.

**Monthly:**

OWLS activities (Older Wiser Lutherans). The social events include potlucks, speakers and field trips.

**2013 Special Events:**

◆ Pretzel Sunday (1st Sunday in Lent)	February 17
◆ Assisted in the Soup Kitchen	February 19
◆ Hot Cross Buns (Palm Sunday)	March 24
◆ Special Fellowship with Cupcakes	May 19
◆ SALC Golf Outing	July 13
◆ Sundae Sunday	July 21
◆ Church Picnic (Rally Sunday)	September 11
◆ God's Work Our hands Blanket Project	September 11 & on-going
◆ Potluck and Bingo	October 20
◆ Gingerbread Village/Cookie Exchange	December 8

**Support:** SALC Dart Ball and Softball Teams - assisted with dues.

Following each Sunday morning worship service, we offer coffee, juice, milk and cookies for fellowship between services, so are responsible for coordinating volunteers to host the early and late services and to bake cookies. There has seemed to be a larger crowd gathering during fellowship time. The annual church picnic is one of the major events the ministry is responsible for. We coordinated it with Rally Sunday in September to help increase awareness and attendance. We had a bouncy house this year that was well received by the kids.

This year we tried three new events; cupcake Sunday, an ice cream social in July and bingo/potluck in October. We had the December gingerbread event which attracted over 50 people and the village was enjoyed at Mount View Nursing Home.

In 2014, the Fellowship Ministry looks forward to continuing our weekly and annual events as well as trying new ones. Our goals are to recruit more volunteers to help with activities and serve on the ministry; provide activities and events that are enjoyed; and to increase fellowship within the congregation.

We appreciate all the wonderful volunteers that made the activities in 2013 so enjoyable.

Respectfully submitted,  
*Amy Frolik*  
Chairperson

## Finance Ministry

**Chairperson:** Bill Radloff

**Council Liaison:** Brandon Murphy

**Treasurer:** Kerry Fehrman

**Members:** Sheldon Geiger, Betty Dotseth, Wayne Johnson, Donovan Brekke, Brandon Murphy, Mike Howlett and Nate Weller

### Endowment Program

In April, I approached our ministry to get their thoughts on starting an Endowment Program at Saint Andrew. They said “go for it”. In May I attended the church council meeting and got their approval to start work on an Endowment Program. When I asked them where this program would fit in our church structure, they said it belongs under the Finance/Stewardship area. After receiving names, the Endowment Steering Committee was made up of: Ray Skare, John Brauer, Marv Meier, Tom Brunner, Dick Jarvis, Jim Tipple, Nate Weller and myself. We met every other week all summer long and put together a set of bylaws that made sense to us and we were all happy with. After presenting them to the Finance/Stewardship Ministry for their approval, the bylaws were approved by the Church Council. The job of the Endowment Steering Committee was now done. Finance then approved an ongoing Endowment Committee which was approved by the Church Council. Those members are: Ray Skare – Chairperson, Julie Brekke – Secretary, Todd Punke, Marv Meier, Pam Schulz and Josh Wiesman. This new Endowment Program will be presented to the congregation at its 2014 annual meeting. In February, after a special introduction, the program will begin.

### Audit Committee

In June we discussed a need for a formal Audit Committee and received council’s approval to put one in place. The new Audit Committee members are: Melissa Beese – Chairperson, Steve Lammers, Joy VandenHeuvel and Jessica Tipple. The plan is to have this group and an outside Audit firm, alternate years of auditing the financial records of Saint Andrew. The audit process for 2013 will take place in the summer of 2014. The Audit Report will be presented to the congregation.

### Stewardship

The Every Member Response (EMR) to our stewardship programs for the past two years has been disappointing, with only 30% and 37% of our giving units (families) responding. A response like this makes it difficult to put together a budget for the next year to plan for ministry programs, care for our church facility and support the staff. Needless to say, our major emphasis for 2014 will be on increasing stewardship awareness.

### Budgeting Process

Preparing the budget for 2014 also became a challenge. With a low stewardship response for 2014, and the fact that the actual donations to Saint Andrew have fallen in each of the last three years, we had to say that the 2014 budgeted expenses had to be less than those in 2013. In order to do this, there was no budgeted salary increases, the building mortgage was extended out 2+ more years in order to reduce the monthly payment of principle & interest from \$14,000 to \$12,500 per month, and we are asking every giving unit to try and give an extra \$1.00 per week more than 2013. We also drained our Contingency Fund of \$34,000 to cover our 2013 loss of \$40,000, still leaving us a balance of \$5,500 to make up. Hopefully we can all rise to the challenge so we can make our 2014 budget.

In closing, I would like to offer a special THANK YOU to all those named above, those who serve on the Finance/Stewardship Ministry, Pastor Craig and those who help count money every week. It takes a large effort from many dedicated people to make Saint Andrew operate.

Yours in Christ,  
*Bill Radloff*  
Chairperson

## Member Outreach Ministry

**Chairperson:** Annette Green

**Council Liaison:** Annette Green

**Members:** Babs Hintz, Lucy Lahr and Billie Schmidt, Debbie Bradshaw & Annette Green

This Ministry is currently inactive due to only four members. Each member still takes care of his or her duties as before.

The goal of the Member Outreach Ministry is to help each member of the church to feel a part of the SALC family. As members of a family, we need to support and acknowledge each other in time of need and blessings, welcome each other and perform the necessary jobs to keep the family functioning.

We have a Greeter program with many church members who volunteer to greet our members and visitors as they arrive for worship.

We have a Care Note program which provides reading material that offers solace and reflection with regard to personal situations.

An Outreach Ministry member makes phone calls and sends cards, made by church school children, to members telling them that they are thought of and are in our prayers. This member also does the calling when food is needed for funerals and other events.

Member Outreach has two quilting groups: the second Tuesday of the month quilts are made for the community and the third Tuesday of the month quilts are made for Lutheran World Relief (LWR).

Prayer shawls are also made for anyone that needs extra comfort. All members are welcome to join these groups.

Member Outreach helps with New Member Orientations, welcoming new members into the church family. Under the leadership of the Visitation Pastor, a visitation program was formed where members of the congregation are trained to bring communion, conversation and comfort to those who are homebound.

In 2013, the new Picture Directory was completed.

Member Outreach is looking for new members to join this ministry so we can work together for the good of God.

Respectfully submitted,  
*Annette Green*  
*Chairperson*

## Memorial Gift Ministry

**Chairperson:** Marilyn Olson

**Council Liaison:** Mary Wittich

**Staff Advisors:** Pastor Craig Swenson, Pastor Jenn and Shelby Gjertson

**Ministry Members:** Mavis Bloom, Ron Goetzke, Annette Green, Eric Jacobson, Dick Jarvis, Roger King, Mary Kregel, Donna Peth, Mary Weiland and Julie Weller.

The overall role of the Memorial Gift Ministry is to monitor the Memorial Gift Guidelines, maintain a list of needed “gifts” and disburse monetary gifts in a timely manner. If the gift is designated to a certain area, we will make sure it is used for that purpose. If the gift is undesignated, we will discuss what Saint Andrew’s needs are at the time.

The following memorials have been used to purchase the new white altar paraments (\$3,151.80):

- Flory
- Kittson
- Kruzan
- Miller
- Patefield
- Paduan
- Paul
- Peth
- Quiett
- Schoeder
- Wick
- Winter

These paraments will be used for Easter, Christmas, All Saints Sunday, Christ the King Sunday, Holy Trinity and Transfiguration Sunday. Saint Andrew thanks these families for their generosity.

The landscaping in front of the church was completed this summer contributing \$1383.30 to help offset material costs.

Eric Jacobson, who works for Thrivent Financial, held two workshops concerning Financial Planning at the OWLS’ group.

We continue to give the Property Ministry 10% of all undesignated funds to be used for resurfacing the parking lot. This is a six-year commitment which began in June of 2009 and will continue through June of 2015. At this time, \$723.20 has been designated for this purpose.

In 2013, we began printing the names of people giving memorials (but not the amount) in the Network on a monthly basis.

If you are interested in gifting a memorial to Saint Andrew in honor of a special loved one, please contact Pastor Craig, Pastor Jenn or our Parish Administrator, Shelby Gjertson.

Respectfully submitted,  
*Marilyn Olson*  
Chairperson



## Personnel Ministry

**Chairperson:** Julie Brekke

**Council Liaison:** Pam Kyhos

**Staff Advisor:** Pastor Craig

**Members:** Wayne Johnson, Rick Radloff, Penny Nowak, Pam Clark, Laura Johnson, Lynn Holt, Phil Bickley and Don Skare

What is the purpose of the Ministry?

Duties and Responsibilities of the Personnel Ministry

- Develop appropriate personnel policies and procedures
- Re-assess the role and format of the performance review process
- Review all Ministry and staff job descriptions for accuracy
- Explore the use of lay professionals to fill identified voids
- Review Ministry Guidelines to comply with the mission of Saint Andrew
- Identify requirements for staff positions
- Identify personnel issues that may require review
- Review and update personnel policies

What goals did the Ministry achieve over the past year?

- Conducted semi-annual salary/benefit reviews with all Saint Andrew non-clergy staff
- Revised and updated the Saint Andrew Non-Clergy Employee Handbook
- Reviewed all Saint Andrew personnel folders
- Completed audit of all I-9 Forms
- Participated in significant discussions regarding implications to Saint Andrew of new Federal mandated employee health insurance
- Determined and recommended 2014 salaries for all Saint Andrew staff, clergy and non-clergy

What are the goals and visions for next year?

- Finalize the Saint Andrew Non-Clergy Personnel Policies Handbook
- Finalize a revised job description for the Sexton position
- Twice during 2014, individually met with Saint Andrew non-clergy staff to provide support, answer questions and address concerns
- Identify candidates to fill the Youth Coordinator position, when Matt leaves in June to attend Wartburg Seminary

Respectfully submitted,

*Julie Brekke*

*Chairperson*

## Property Ministry

**Chairperson:** James Kraeger

**Council Liaison:** Randy Trollop

**Members:** Al Brace, Dave Paisar, Steve Mangels (part of year), Shelby Gjertson, John Brauer, Jerri Brunner, Bill McCabe, Brian Marquart and Rodger Josiger

### Projects completed 2013

1. Replaced south main lot asphalt and repaired the west lot.
2. Fixed cooling system-classrooms 127, 130 and 133. They have not cooled for several years. Inspected heating and cooling systems and scheduled regular annual maintenance.
3. Spring clean-up of grounds, general yard clean-up and trimming of all the apple trees.
4. Firewall door inspection as required by state regulation.
5. Removed old monitors and TVs from storage; delivered to Best Buy.
6. Fixed lawn sprinkler system, landscaped and seeded.
7. Complete inventory of inside building including offices and kitchen.
8. Fall clean-up of grounds and trimming of large pine trees.
9. Sold room dividers and purchased doors for the Activity Room storage area.
10. Sold lawn tractor.
11. Replaced light bulbs in the sanctuary.
12. Priced siding for outside of church for future maintenance.
13. Began formulating 2-5 year expenses that will need to be budgeted.

Respectfully submitted,

*Jim Kraeger*

*Chairperson*

## Social Ministry

**Chairperson:** Adam Wurz

**Council Liaison:** Annette Green

**Members:** Maureen Anklam, Marge Bohlman, Ron Mathsen, Billie Schmidt, Alice Van Skike, Jeanne Willems and Kathy Wurz. After many years of great service, we said good bye to Jill Meyer as a voting member, but not as a volunteer.

**Ministry Mission:** Programs and activities have been developed and expanded by Social Ministry to minister to the needs of the members of Saint Andrew and to the needs of our neighbors beyond the doors of Saint Andrew.

**Goals achieved by the Ministry in 2013:** Again in 2013 the goals of our ministry were met with the support of many volunteers and with the generosity of the parishioners of Saint Andrew! Our main goal was to provide many opportunities for individuals to become involved. Over this past year we offered these opportunities for participation:

- Super Bowl Snack Sale – Many prepared snacks to support our annual sale.
- Lenten Soup and Sandwich – Many volunteers, both adults and youth, helped to make these dinners a success.
- Tuesday Morning Quilters for LWR – Donated 54 quilts to Lutheran World Relief.
- Tuesday Morning Quilters – Donated quilts to Hospice and the Women's Community Shelter.
- Our Congregation – Purchased school supplies from our tag board to fill 42 back packs that were shipped along with the quilts.
- Fair Trade Coffee and Chocolate Sales – Year long participation from our congregation supported small farmers worldwide.
- Cradle of Love Baskets – Accepted food donations from the congregation.
- Youth Scavenger hunt – The youth group was involved in collecting food items for our pantry.
- Holiday Food Baskets – We prepared 81 food baskets for those in need, giving many the opportunity to help with the preparation or to make a donation of food or money
- Emergency Baskets – We filled 40 emergency food baskets throughout the year.
- Empty Bowl Fundraiser – Donated 10 gallons of soup for the Neighbors' Place fall fundraising event.
- Community Dinner – We planned, prepared and served 6 Sunday Community dinners and 1 Tuesday Community dinner, serving over 700 plates.
- Community Donation – This past year we were able to make monetary donations to Open Doors, the new Warming House, and the Philippines Hurricane Relief fund. We also purchased items for the Wausau West High School Pantry.

### **Goals and Vision for 2014:**

- Continue to meet the needs of our congregation through our mission – Matthew 25:35
- Continue to find ways we can partner with the faith based non-profit organizations in our community.
- Continue to find ways to improve participation from the list of volunteers for our ministry activities.
- Continue to improve our communication about our mission and what services we can provide to better serve the needs of families who are in need of our help.

Respectfully submitted,

*Adam Wurz*

*Chairperson*

## Worship Ministry

**Chairperson:** Cheryl Allen

**Council Liaison:** Daniel Malm

**Members:** Al Freiberg (Coordinator of Music), Barb Breese, Pauline Hartman, Christy Keele (Children 0-8 Chairperson), Shelby Niskanen (Altar Guild Chairperson 2013) and Henry Jennejohn

The Worship Ministry is the umbrella ministry for the entire worship life at the church of Saint Andrew. The members oversee:

- Altar Guild
- Communion Servers and Plate Holders
- Lay Readers
- Music, including
  - Accompanists
  - Bell Choir
  - Chancel Choir
  - Children's Choir
  - Special services and musicians
- Nursery – 0-4 years
- Children's Worship age 4-2nd Grade
- Ushers

Accomplishments in 2013 include:

- Providing the on-going support of worship services held four times a week, every week, with special services at Easter and Christmas. It wouldn't be possible without all our volunteer ushers, lay readers, communion servers, bread bakers, altar dressers, nursery staffers, choir members, and the list goes on. Thank You!
- Presenting a Cantata in May, Songs of the Church, created by Al Freiberg, with 80 voices, the bell choir, and a 25 member orchestra.
- Preparing regular Children's Choir offerings throughout the year. The participation has allowed the choir to be a reliable worship option. The Worship ministry would like to thank the parents for bringing their children to rehearsals.
- Evaluating and implementing a Children's Worship during the 10:30 service in the Chapel. Christy Keele and Leanne Meyer evaluated and selected a program that would best meet the needs of children ages 4 through 2nd Grade for a worship experience at their level. The worship service option was run on a trial basis from October through December and will be reviewed to see if it should continue in 2014.
- Working with education, reviving the acolyte program. Thank you to Tammy Radloff, Pastor Craig, Pastor Jenn and Al for overseeing training and scheduling the altar servers, as well as the parents who support the program.

In 2014, we will continue exploring how to best meet the needs of young families in worship, as well as providing meaningful volunteer opportunities for all worship participants. The Worship Ministry would like to thank Shelby Niskanen for her work as Altar Guild Chairperson this year. Shelby is returning to volunteering as a member of an altar guild team. The Altar Guild Chairperson is still open as this is written. Our overall goal, as always, is to support the mission statement: To provide the best possible environment for worship at the church of Saint Andrew that will help every member "express their faith in God through Jesus Christ." – *from Mission Statement*

Respectfully submitted,  
Cheryl Allen  
Chairperson

## Altar Guild

**Chairperson:** Shelby Niskanen

**Members:** Mary Weiland, Donna Peth, Joleen Meier, Ann McDonald, Sheila McCarthy, Carmen Siegel, Darlene Caillouette, Joyce Schoepke, Sue McFaul, Jodi Gargulak, Mavis Bloom, Mary Wittich, Pam Levra, Stephanie Wage, Patti Marceille, Julie Weller, Laura Seanor, Rebecca Sonnentag, Linda Peterson, Stephanie Dewitz, Rosalie Doering, Debra Fredrickson, Robin Hager, Joy Holubets, Laurie Peterson, Coreen and Curtis Richardt, Gale Wolff

**Staff Liason:** Al Frieberg

**Council Liason:** Daniel Malm

The ministry of the Altar Guild at Saint Andrew is a team effort. The Chairperson prepares the weekly schedules, prepares the agenda for team meetings held twice a year, writes up minutes and sends them to team members, purchases wine and hosts, prepares a calendar for the parament color changes, attends Worship Ministry meetings and coordinates with team leaders and the staff to execute the weekly and seasonal activities of the church year.

Team members prepare communion bread, set up and remove communion and credence cloths after all four services and change the paraments on the altar according to the church calendar. Thank you to the team members and bread makers for their dedicated time and service. Special thanks to Laura Seanor for her continued preparation and scheduling of the gluten-free bread baking and to Mary Wittich and Mary Weiland for laundering the linens.

Altar Guild members contribute to the life of the church in other ways. This includes serving, dessert making, and clean up for the Lenten Soup and Sandwich meals. Several women gather to decorate the sanctuary altar and chapel for Christmas and Easter and still others strip the altar on Maundy Thursday. Thank you to Lenette Hoover and her family who set up and served at the 6:00 am 2013 Easter sunrise service on Rib Mountain.

The office staff is also a part of the Altar Guild team. Thanks to Joy Mitchell for organizing and executing the poinsettia and spring flower order from Blossoms and Bows and Shannon Vujnovich for her guidance and assistance with set up throughout the year. Thank you to our Sexton, Jared Gjertson for seeing to the Baptismal details, filling candles and resetting communion on Sunday mornings. Thank you to Shelby Gjertson for coordinating altar guild activities until a new chairperson is found.

New white paraments were purchased from undesignated memorial funds and an alb was purchased from the parament fund for the Coordinator of Christian Education, Matthew Seegert who assists with worship and will be attending Wartburg Seminary in the fall.

With the conclusion of 2013, I will step down as Altar Guild chairperson but remain as a team member. We are always looking for new women and men to serve as team members and bakers. Please contact Shelby Gjertson, Parish Administrator, if you have questions or want to join us as we work quietly in the sanctuary.

Respectfully submitted,  
*Shelby Niskanen*  
*Chairperson*