

St. Michael's
LUTHERAN CHURCH
Our mission is to celebrate and share God's love in Jesus Christ



*2019 Descriptions of
Committees and Task Groups*

Opportunities for Ministry



Evangelical Lutheran Church in America
God's work. Our hands.



Congregational Meeting



St. Michael's gathered for the Annual Meeting of the Congregation on Sunday, February 10, 2019. Four members of the Congregation were elected to the Congregation Council providing a Congregation Council of eleven members and the Pastor. Two Sr. High youth members of the congregation are also participating on Council. They both have voice at meetings, but there is only one youth vote.

On Tuesday, March 12, 2018 the Congregation Council re-organized and Council members indicated the areas where they would be interested to provide leadership through our Committees and Task Forces to help move forward the mission and ministry of St. Michael's.

This booklet contains the list of Committees and Task Forces and their descriptions. The Congregation Council invites St. Michael's members to review this booklet and identify areas of ministry to share gifts, bring leadership and serve.

St. Michael's is a very blessed Congregation. Prayerfully consider where it is that you would like to get involved and make a difference.



Congregation Committees

The following Congregation Committees are established in St. Michael's Constitution C13:

EXECUTIVE COMMITTEE (C13.01)

The Executive Committee consists of the president, vice-president (Pastor if not elected president), treasurer, and secretary. Two at-large members from the Congregation Council are also serving on the Executive Committee this year. The Executive Committee acts for the Congregation Council between regular Council meetings and helps form the agenda for regular Council meetings.



Congregation Council

The 2019 Executive Committee is President, Lisa Gess; Vice-President, Pastor Mike Gebhart; Treasurer, Joe LaRose; Secretary, Anne Cassidy. The At-large Members are Ken Billet and Kay McConnell.

NOMINATING COMMITTEE

The mission of the Nominating Committee is to seek out voting members of the congregation willing to support the mission of the Congregation through service as Congregation Council voting members, in accordance with chapter 12 of the St. Michael's Constitution.

The duties of the Nominating Committee shall be to seek out well-qualified candidates willing to serve on the Congregation Council and report their list of nominees to the President and Pastor, no later than the regularly scheduled Congregation Council meeting prior to the Annual Meeting on February 9, 2020. The Nominating Committee is: Mary-Kate Collins, Alexis Krul, Joe LaRose, Anne Trasser.

AUDIT COMMITTEE (C13.02)

The mission of the Audit Committee is to insure the accuracy and professional integrity of the financial accounts of St. Michael's Lutheran Church.

The Audit Committee shall perform a review of the financial accounts of the Church at the close of the fiscal year and report their findings at the annual meeting. They shall also informally review the periodic financial reports so as to provide timely comment to the financial officers or to the Congregation Council.

Council Member Ken Billet is helping to guide the work of the Audit Committee.

MUTUAL MINISTRY COMMITTEE (C13.04)

This Committee serves to make space to support the pastor by providing a forum for candid dialogue fostering reflection on the challenges and joys of congregational ministry. As Pastor Gebhart will be retiring at the end of July, this Committee will be inactive until such time as a new pastor is called to serve St. Michael's.

CALL COMMITTEE (C13.05)

The mission of the Call Committee is to identify an individual suitable to take on the roll of this congregation's Pastor.

The Committee shall be responsible for evaluating potential pastoral candidates and recommending a call to a pastor to serve this congregation, in consultation with the bishop and staff of the synod and in accordance with the provisions outlined in Chapter 9 of the Constitution. The Call Committee shall present the recommended candidate to the Congregation Council.

This Committee will be appointed at an appropriate time to move forward the transition to a new pastor.



MEMORIAL FUND COMMITTEE (C13.06)

The Memorial Fund Committee, consisting of 5 voting members of the congregation, shall be appointed by the Congregation Council. Terms of office shall be five years and the terms shall be staggered. At least one member shall be a member of the Congregation Council. Members shall be eligible for reappointment. The Memorial Fund appointees, while accountable to the Congregation Council, will provide for the management of investments held in The Memorial Fund.

The responsibilities of the Memorial Fund Committee are defined in a Continuing Resolution of the Congregation adopted January 29, 2006.

Members of the Committee include Carol Prisco, Joe LaRose and Wayne Gess. There are currently two vacancies.

Standing Committees

The following committees are established in St. Michael's Bylaws Article II, Section 3:

CHRISTIAN EDUCATION COMMITTEE

The mission of the Christian Education Committee is to help facilitate discipleship by providing children, youth and adults with opportunities to learn and grow in the love of God made known in Jesus Christ.



The Christian Education Committee is responsible for developing and maintaining programs that teach the Christian faith and life. Such programs include: Sunday Church School, Intergenerational Forums, Confirmation Ministry, First Communion Instruction, Adult Forum, Bible Study and other special activities (i.e., Good Friday Children's Activity).

Members of the Christian Education Committee review and select curriculum, give oversight, plan and implement Christian Education activities.

The Christian Education Committee will make sure all adults participating in leadership roles are aware of St. Michael's SAFETY POLICY FOR CHILDREN & YOUTH MINISTRIES.

The Council representative on the Christian Education Committee is Alexis Krul. Liz DeBacker serves as chairperson.

CHURCH PROPERTY COMMITTEE

The mission of the Property Committee is to manage and maintain all physical assets of the congregation including the church facilities, the parsonage, the parish house and the rental properties, and to make recommendations to the Congregation Council and the Congregation on appropriate courses of action.



The Committee shall make arrangements for the cleaning, maintenance, and repairs to any of the church-owned facilities and shall make recommendations to the Congregation Council on necessary expenditures when prior authorization is necessary. The Committee shall make recommendations to Council for budgets and long-term

Property Committee

capital improvements. The Committee shall periodically report its work to the Congregation Council, and to the Congregation at its annual meeting. Larry Ferguson serves as the chairperson.

INVITATIONAL OUTREACH COMMITTEE

The Invitational Outreach Committee develops resources and implements strategies to invite and welcome new people into the community of Christian faith and life at St. Michael's and to help those who are interested to explore congregational membership.

The Invitational Outreach Committee is responsible for creating invitational and informational materials, giving oversight to advertising and publicity, identifying, tracking and following-up with visitors.



The Invitational Outreach Committee will be responsible for researching and analyzing different methods of reaching out to the un-churched and inviting them to meet Jesus at St. Michael's.

The Council representative on the Invitational Outreach Committee is Mary-Kate Collins.

MEMBERSHIP SUPPORT COMMITTEE



The mission of the Membership Committee is to keep an accurate accounting of the membership rolls of St. Michael's Lutheran Church.

The Membership Committee shall keep track of any changes to the membership roll of the church including new members, transfers, baptisms, confirmations, deaths, or address changes. They shall also keep contact with members who are away at college, and shall coordinate events that support and encourage new members of the congregation. The Membership Committee Chair shall be responsible for determining quorums at annual or special meetings of the Congregation. The Committee shall periodically report its work to the Congregation Council, and to the Congregation at its annual meeting.

The Council representatives on the Membership Support Committee are Martha Burke, Anne Cassidy and Anne Trasser.

FINANCE COMMITTEE



Finance Committee

The mission of the Finance Committee is to assist the Congregation Council and the Financial Officers of the Congregation in reviewing the Congregation's financial resources, policies and risk management programs and to make recommendations for appropriate actions.

The Committee shall be responsible for supporting the Financial Officers in pursuit of their duties helping to insure: prompt and regular payment of mission support and incurred obligations; appropriate maintenance of the Congregation's investments, general fund, rental property, and designated fund accounts; upkeep of the Congregation's insurance program and risk management strategies; and all other financial considerations except those relating to the Memorial Fund as described in St. Michael's Constitution chapter 13.06. The Committee shall assist the Congregation Council in the preparation of a draft budget to be approved by the Congregation Council for recommendation to the Congregation at the Annual Meeting.

The Treasurer and the Financial Secretary are ex-officio members of the Finance Committee

SOCIAL OUTREACH COMMITTEE

The mission of the Social Outreach Committee is to:

- assess and respond to the needs of the deprived, disabled, neglected, and oppressed in our community and the world at large;
- raise social awareness through education, legislative advocacy, and reflection on the Gospel's social teaching;
- offer concrete examples of how to contribute toward eliminating human tragedies such as abuse and hunger;
- enable the congregation to witness their convictions by participating in service activities.



The Social Outreach Committee seeks to discern, acknowledge and promote ways the congregation can follow Christ's call to reach out with open hands to all, and to provide opportunities for action. The Social Outreach Committee will help to evaluate and promote requests from outside agencies inviting the congregation's

participation in activities consistent with the vision of Christian service and advocacy; research and promote ways that talents can be used to serve particular projects; plan, coordinate, focus, logistically manage and maintain peace and justice initiatives in the life of the congregation; and advocate that, where possible, Social Outreach projects and programs provide or promote a nurturing environment and an inclusive, intergenerational community spirit.

Council representatives on the Social Outreach Committee are Anne Cassidy and Kay McConnell. Ruth Morgenroth is the chairperson.

STEWARDSHIP COMMITTEE

The mission of the Stewardship Committee is to evoke and promote the faithful expression of Christian generosity in our daily lives, through the sharing of financial resources, time and talent. The Committee shall help interpret the mission of the Congregation sustained by the sharing of these gifts.

The Committee shall educate the Congregation on its role in and partnerships with local, national and world-wide ministries and the importance of generously supporting those ministries. The Committee shall teach the Christian use of money. The Committee shall develop and implement annual giving programs to help lead the Congregation to higher levels of proportionate financial giving and encourage the sharing of the Congregation's time and talents in the support of the Lord's work.

The Committee shall periodically report its work to the Congregation Council, and to the Congregation at its annual meeting.

The Treasurer and the Financial Secretary are ex-officio members of the Stewardship Committee.



WORSHIP AND MUSIC COMMITTEE

Whereas gathering around God's Word and the Sacraments is the central act of our life together in our Christian community, and that we are nourished in God's love as we offer our thanks and praise and are strengthened for our mission in the world when we gather in community, the mission of the Worship and Music committee is to assist the Congregation Council in seeing that the services of God's house are conducted regularly, competently, and in accordance with the accepted elements of rite in the Lutheran tradition.



The Committee shall work with the Pastor(s) to develop recommendations for the Congregation Council concerning types of services to be offered, service times and policies related to matters of worship.

The Committee shall oversee, train, and schedule all worship assistants including ushers, acolytes, crucifers, torch bearers, lectors, communion assistants, and lay ministers. In consultation with the Pastor(s) and the Director of Music, the Committee shall be responsible for overseeing the care and maintenance of all materials used in the worship service including hymnals and devotional materials, paraments, vestments, musical instruments, music, candles, and communion materials. An Altar Guild may be used to assist with the functioning of this committee.

The Committee shall periodically report its work to the Congregation Council, and to the Congregation at its annual meeting. The Director of Music is an ex-officio member of the Committee.

YOUTH COMMITTEE



Youth Ministry is ministry by, with and for youth in the life of St. Michael's Lutheran Church. It has a goal of nurturing relationships, strengthening discipleship and cultivating service. The Youth Ministry Committee will provide guidance and oversight to this work and will provide a safe framework for young people to explore their faith, build community, share their gifts in the life of the congregation and serve others in meaningful ways.

The Youth Ministry Committee will identify responsible, caring adults to supervise youth activities. It will make sure all adults participating in leadership roles are aware of St. Michael's SAFETY POLICY FOR CHILDREN & YOUTH MINISTRIES.

The Youth Ministry Committee will facilitate opportunities for St. Michael's youth to participate in Synod, Regional and Churchwide activities and events of Youth Ministry.

PARISH FELLOWSHIP COMMITTEE

The mission of the Parish Fellowship Committee is to create opportunities outside of worship to maintain and strengthen fellowship among members of the Congregation and others looking to share in such activities.

The Committee shall be responsible for providing outlets for social time such as coffee hours, meals, events, and special receptions. The Committee shall also be responsible for stocking and maintaining the main kitchen and lounge kitchenette. The Committee shall periodically report its work to the Congregation Council, and to the Congregation at its annual meeting.



Parish Fellowship

Council representatives to the Parish Fellowship Committee are Lisa Gess and Anne Trasser.

Special Committees, Task Forces and Other Groups

St. Michael's Bylaws allow the Congregation Council to establish additional Standing Committees, Special Committees, Task Groups and Other Groups. The following are such entities:

ENVIRONMENTAL STEWARDSHIP COMMITTEE

The Environmental Stewardship Committee will assist the congregation to become aware of its environmental stewardship responsibilities; to grow in appreciation of our environment and natural resources; and, armed with environmental knowledge and appreciation to work actively to prevent environmental degradation, improve our environment and encourage others, including federal, state and local governments and the public to conduct and

support activities that promote the environment. To these ends The Environmental Stewardship committee will work to educate, equip and advocate.

Environmental Stewardship



The Environmental Stewardship Committee will organize, sponsor and coordinate programs and events to:

- Enhance the SMLC congregation's connection to nature.
- Increase SMLC congregation's contribution to conserving natural resources.
- Expand SMLC congregation's effectiveness in promoting environmental issues.

Lew Gormen is the chairperson.

GARDEN COMMITTEE



The Garden Committee will design, maintain and give oversight to the garden areas surrounding the Church facility. The gardens shall serve as an expression of thanksgiving to God for the gift of the beauty revealed in plants of various kinds. Secondly, the gardens are intended to improve the Church facilities "curb appeal" fostering a welcoming environment to our members and visitors.

PERSONNEL COMMITTEE

The Personnel Committee is responsible for assisting the Congregation Council in identifying suitable candidates for employment at St. Michael's and providing a structured point of contact for St. Michael's employees.

The Personnel Committee shall serve as a resource for the Congregation Council in developing job descriptions, terms of employment, personnel policies and providing a review process for performance evaluation and professional development of employees. The Personnel Committee shall have at least



PERSONNEL COMMITTEE

one member of the Congregation Council in attendance at all of its meetings. Members of the Personnel Committee should have a background and work experience in supervising employees.

Council representatives on the Personnel Committee are Anne Cassidy, Mary-Kate Collins and Lisa Gess.

102 CHAPEL AVENUE TASK FORCE

The purpose of this Task Force is to determine an appropriate outreach purpose for St. Michael's Parish House at 102 Chapel Avenue. An opportunity has emerged that would offer this home as a resource for the Interfaith Homeless Outreach Council's (IHOC) Transitional Housing program. Meetings have been held with IHOC and Cherry Hill Township. A Town Hall Meeting of the Congregation in June 2017 endorsed detailing a plan for Congregational review and decisions making. This opportunity is awaiting implementation of Cherry Hill Township's new master plan which will change the zoning of the 102 Chapel house from institutional to residential. This Task Group will resume its work once this zoning change allows us to use the house as a residential home.



Transitional Housing



Congregation Council

2019 Congregation Council

Term Concluding Annual Meeting 2020

Mary-Kate Collins, Alexis Krul, Joe LaRose, Anne Trasser

Term Concluding Annual Meeting 2021

Ken Billet, Anne Cassidy, Lisa Gess, Gloria Love

Term Concluding Annual Meeting 2022

Martha Burke, Geoffrey Castle, Kay McConnell

Youth Representative:

Sydney Misunas and Matthew Anderson (both voice, only one vote)

President: Lisa Gess

Vice President: Pastor Mike Gebhart (by Constitution)

Secretary: Anne Cassidy

Treasurer: Joe LaRose

Financial Secretary: Tom Gano*

Executive Committee: President, Vice-President, Treasurer, Secretary,
and At-large Members (3) - Ken Billet, Key McConnell

Assistant Treasurers: Joan Pearl*

Assistant Financial Secretary: Jill Zak*

*denotes non-Council members

Council Committee Assignments

Audit Committee	Ken Billet
Call Committee	TBD
Christian Education/Youth	Alexis Krul
Church Property	Larry Ferguson*, Lisa Gess
Environmental Stewardship	Lew Gorman*
Finance	Joe LaRose
Garden Committee	TBD
Invitational Outreach	Mary-Kate Collins
Membership Support	Martha Burke, Anne Cassidy, Anne Trasser
Memorial Fund	Joe LaRose, Carol Prisco*, Wayne Gess* (two positions open)
Mutual Ministry	TBD
Nominating Committee	Mary-Kate Collins, Alexis Krul Joe LaRose, Anne Trasser
Parish Fellowship	Lisa Gess, Anne Trasser
Personnel	Anne Cassidy, Mary-Kate Collins, Lisa Gess
Social Outreach	Anne Cassidy, Kay McConnell, Ruth Morgenroth*
Stewardship	Lisa Gess, Joe LaRose
Worship and Music	TBD
Bylaws & Continuing Resolution Task Group	Mary-Kate Collins, Pastor
102 Chapel Avenue Task Group	TBD

* denotes non-Council members



**SHARE YOUR TIME,
TALENT AND TREASURES**

