

*Approved by Council 3/14/2022*

**CONTINUING RESOLUTIONS OF  
SAINT JOHN'S EVANGELICAL LUTHERAN CHURCH  
OF SWEET AIR**

**Section 1 Committee Organization by Mission**

Committees, standing and special, shall be appointed by the Council to serve and support the mission to "Welcome All. Tell the Story. Grow As Disciples."

**A. Worship and Music**

1. **Worship and Music Committee** shall assist Council in its constitutional duties in ensuring worship services are conducted properly in Word and sacrament. This committee shall work in collaboration with pastors, staff, worship leaders, and musicians, in all services. This Committee shall have overview of the musical ensembles, musical resources, musical instruments, etc. and the proper supply and maintenance of them. In the event of vacancies, the Committee shall seek replacements and recommend them to Council. Subcommittees may be created and/or individuals may be identified to carry out responsibilities as needed for services and music such as:
  - a. **Altar Guild:** to train and lead the congregation in the preparation of the altar for services including sacrament, candles, banners, and pew materials.
  - b. **Usher Captains** to maintain welcome teams and care for people attending to worship, offering, safety and communion.
  - c. **Reader Coordinators** shall coordinate readers for worship.
  - d. **Assisting Ministers Coordinator** to help recruit and encourage assisting ministers for worship leadership.
  - e. **St. John's Bronze** group plays hand bells and hand chimes
  - f. **A choir** maintained by a designated Director.
  - g. **Worship Band** maintained by a designated Director.

- B. **Media and IT Committee** seeks to create a secure networked environment for mission. It will create teams for preparing and running media for worship as well as maintaining a healthy media and sound in church spaces. They will also monitor accessibility such as hearing devices and lighting needs. The Committee will make recommendations to Council as needed for upgrading.

**C. Property**

1. **Church Property Committee:** this committee shall promote the mission of the property with proper enhancement, maintenance and protection of the church property. The committee shall assist in protecting the property with inspections and proper insurance at all times. The committee shall supervise the work of all outside contractors on behalf of the council if there is no council appointment. This committee may create task subcommittees as necessary. Standing subcommittees responsible to this committee are:
  - a. **Cemetery Committee** shall be responsible for the sale and recording of burial lots in the congregational cemetery in accordance with the Church's "Regulations for the Use and

Operation of the Cemetery.” As well as the locating and opening of gravesites. While maintenance of the cemetery is the responsibility of the Property Committee, it shall be performed after consultation with the Cemetery Committee. Cemetery upkeep shall at least partly defrayed by gravesite funds and other gifts.

- b. **Chapel Committee** shall be concerned with the maintenance of the historic chapel (including the added wing). It shall be responsible for monitoring the state of repairs and making appropriate recommendations to Property Committee.

#### D. Finance

1. **Finance Committee** shall be responsible for the financial affairs, fiscal integrity, and the financial status and solvency of the congregation. It has oversight of St. John’s insurance policies, monetary investments, receipts and expenditures. Its duties shall include but not be limited to: preparation of the annual budget for approval by the Council and the congregation, purchase of adequate insurance, effective coordination of the Treasure’s and Financial Secretary’s functions. The appointed Treasurer(s), bookkeeper and Financial Secretary shall be members of this committee and shall report the results of their efforts to Council. Subcommittees may be created as needed such as:
  - a. **Endowment Committee** as a subcommittee of the Finance Committee would be responsible for encouraging memorial and special gifts and recommendations to Council concerning them for enhancement of spiritual, educational, and charitable ministries.
  - b. **Pettijohn Scholarship Committee** as a subcommittee of the Finance Committee would be responsible for the Virginia Romberger Reber Pettijohn Scholarship Fund and the allocation to eligible communicate members of an ELCA congregation.
2. **Audit Committee:** this committee shall be responsible for an annual audit of all financial records of all congregationally funded organizations within the congregation. This committee shall consist of at least two members, one of whom shall be liaison with the Council. The Financial Secretary, Treasurer and Council members are ineligible to serve on this committee. A report shall be presented to the Council and the ELCA on appropriate forms.

#### E. Discipleship Teams: Nurturing the Faith

**Discipleship includes various mission & care teams** that promote a variety of growth and opportunities outreach through church, local community, and broader community activities. They promote the expression of the Christian faith in the daily life and provide information on the congregation’s missions and ministries. The committees and activities seek to spark and revitalize the indifferent, stimulate and direct individuals, provide an opportunity to perform evangelism and stewardship, and provide aid and comfort to congregation members and to the larger community.

1. **Young Discipleship Team** is overseen by the Director of Young Discipleship focuses on the mission to Welcome All, Tell the Story and Grow as Disciples through the developing engaging, safe, ministries from crib to college.

- a. **Children and Family Ministry:** will work with various areas of ministry for children from birth to the end of elementary school. This includes weekly ministry like nursery care and special events such as Vacation Bible School to explore creative ways to help children and families grow in faith.
  - b. **Youth and Family Ministry** will work with various areas of ministry for youth in middle and high school. This includes both regularly meeting youth groups and special events such as mission trips to explore creative ways to help youth and families grow in faith.
  - c. **Young Adult ministry** will engage college students and young adults in growing faith.
1. **Adult Discipleship** is coordinated by the Director of Adult Discipleship to encourage gatherings such as: bible studies, small groups, senior ministry, women's groups, men's groups, prayer groups, book clubs, Older Wiser Lutherans (Owls) and various Christian Education events for adults age 25 and older. Congregational mission and care teams may be needed such as:
    - a. **Stewardship Committee** shall be responsible for the encouragement of Christian Stewardship throughout the congregation by providing plans, leadership and means to encourage generous giving in time, talents, and treasures at home and elsewhere. Stewardship is the way in which we use all of the resources that God has entrusted to our care so that we can love God and our neighbor.
    - b. **Staff Mutual Ministry** shall promote team ministry among members of the staff, congregation, and Council, and to ensure that all are treated with Christian love and mutual care.
      - i. **Ordained Staff Mutual Ministry** provides confidential conversation opportunities that strengthen the ordained pastors and encourage healthy relationship between the congregation, leadership, and pastors. Mutual Ministry is also responsible for annual compensation reviews and recommendations.
      - ii. **Non-ordained Staff Mutual Ministry** is charged with the morale and caring support of staff and shall maintain employee handbook, review hiring, policies, performance, salaries, benefits contracts, "stay" interviews, exit interviews, and support all non-ordained employees.
    - c. **Sweet Air Connections Committee** nourishes body and spirit with hospitality. The committee shall welcome people in hospitality and connections for membership. The committee shall oversee and manage the church kitchen, lobby, welcome center, and fellowship halls in the main building. The committee may make recommendations on repairs on kitchen inspections, usage, scheduling, training, and maintenance.
    - d. **Funeral Buffet Team** provides care and comfort for guests attending memorials or funerals held at St. John's.
    - e. **Caring Hearts Outreach and Caring Paws Outreach** shall encourage healthy visitation and contact with the shut-ins, the lonely, and the ill to strengthen their feeling of connection to Christ and to the church.

- f. **Veterans Committee** will recognize and honor veterans’ service—past and present along with their families several times a year and as needed.
  - g. **Country Fair Day Committee** provides an opportunity for St. John’s to “Welcome All” and for the community to witness our hospitality and mission. It shall promote and build up a community-wide celebration once a year.
  - h. **Garden Ministry** promotes **Caring Hand Outreach** gardening for mission and partnership for caring for our neighbor.
2. **Our Mission Partners** help us grow as disciples through outreach.
- a. **Amazing Grace Lutheran Church** is our official partner in local urban ministry on McHenry Street in Baltimore and in Lutheran partnership. Year-round donations are helping hand to Amazing Grace and the surrounding community. Maintaining a **Food Pantry** advocates for monthly collection and distribution of nonperishable items and funds for Amazing Grace and the wider community.
  - b. **NOLA Mission** is an official mission partnership for rebuilding our neighbors in New Orleans, LA. With the help of local relief/rebuilding agencies, St. John’s provides a helping hand and hope to those in need in rebuilding New Orleans.
  - c. **Dominican Republic Mission** is an official mission partnership with a church in the Dominican Republic to provide medical clinics, children ministries, and additional service.
  - d. **Additional community partnerships** with Council approval may include activities such as Troop & Pack 818 which is chartered by St. John’s Lutheran Church, AA, Baltimore County Recreational Council and Girl Scouts.
- F. **Strategic Planning Committee** can be appointed by Council as needed. The Committee shall report directly to the Council and will include at least two Council members. The committee shall formulate comprehensive long term plans including goals and objectives for the future of St. John’s in all areas in the life of the church and the communities it serves. Included in the purview of the Committee, but not limited to, are mission, membership, worship & music, media & IT, property, finance, stewardship, discipleship, pastor(s) & staff, ELCA & Synod and community & government activities. Committee membership shall include a broad representative cross-section of the families of St. Johns.