

Reaching Out Meeting Minutes, 9/15/25

Submitted by Stephanie Kalember

Present: Pastor Greg, Cindy Goller, Margaret Hellenburg, Judy Gatewood-Keim, Stephanie Kalember

The meeting covered updates on various community initiatives including a successful school supplies event and changes to the Caring Youth Housing Project, along with discussions about organizational restructuring and digital ministry transitions. The team addressed technical issues with live service viewing on Apple devices and planned preparations for upcoming events including a salad luncheon and Angel Tree initiative. The group also discussed community survey results, online response strategies during services, and training needs for digital ministry roles, with plans to conduct further community interviews and hold a town hall meeting in November.

Next steps:

- [Stephanie to edit meeting minutes and send them to the group.](#)
- [Greg to send meeting minutes to Stephanie for editing.](#)
- [Margaret to check on Sunday if more salads are needed for the September 23rd luncheon.](#)
- [Greg to sign up Stephanie and Kathy for the salad luncheon on September 23rd.](#)
- [Cindy to email Liz to request last year's Reaching Out annual report.](#)
- [Cindy to complete the Reaching Out annual report by the end of October.](#)
- [Cindy to finalize materials for the Neighbor in Need special offering and share with Judy.](#)
- [Judy to make the announcement for the Neighbor in Need special offering on October 5th.](#)
- [Judy to prepare a pitch for Digital Ministries volunteers for the October service instead of a children's message.](#)
- [Margaret to prepare a mission moment in October to thank the congregation for food pantry donations.](#)
- [Margaret to organize the Angel Tree in November.](#)
- [Greg to make an announcement about the Angel Tree when it's set up.](#)

Community Initiatives and Ministry Updates

Margaret reported a successful school supplies donation event, while Greg announced that the Caring Youth Housing Project in Gaylord is closing due to lack of funding. The group discussed the recent change to "Digital Ministries" from "video production team." Stephanie volunteered to help organize and edit meeting transcripts, and Judy shared positive feedback about the recent outdoor worship service with digital ministry elements. Church Live Service Apple Issues: The group discussed issues with viewing the church's live service on Apple devices without Facebook. Judy reported that the video displayed very small thumbnails when accessing it directly through the church website on her iPhone and Kathy's iPad, though the audio worked fine. The team agreed to find another Apple phone user to test the service and report back before taking further action.

Mission Updates and Website Challenges

Cindy discussed plans for the "Neighbor in Need" special offering in October, including writing an article for the newsletter and coordinating an announcement with Judy for October 5th. The team received an update on the mission trip, where Bree reported being present and Brenda was en route to join.

Regarding website updates

Greg explained that while Brenda and Liz initially began working together, September's progress was delayed due to Brenda's busy schedule, and there are ongoing issues with multiple disconnected calendars that need to be addressed.

Salad Luncheon

The group discussed preparations for the September 23rd salad luncheon, with Margaret confirming they need a couple more salads. Stephanie offered to make a pasta salad, and Cathy agreed to bring a Three Sisters salad. Margaret will check on salad needs on Sunday, and Greg will sign Stephanie up for the pasta salad the next day.

Convergence Update

The team discussed the results of their community survey, which showed positive feedback from the congregation. They planned to conduct community interviews to gather additional insights and will hold a town hall meeting in November to review findings. The group also addressed the need to complete an annual report. Margaret proposed acknowledging the congregation's donations to the food pantry, and the team agreed to do this in October and possibly January, with plans to gather and share year-to-date donation totals.

Online Church Response Planning

The team discussed creating a plan for immediate online responses during church and future digital ministry training opportunities. Mary Fox suggested that responses should happen early in the service, potentially requiring in-house presence, but the group explored alternative approaches including connecting online participants with each other. While the team acknowledged they are still working through solutions, particularly regarding administrator permissions and best practices for online engagement, they noted that some ad-hoc responses have already been successful when multiple people are present at the computer.

Digital Ministry Volunteer Training Plan

The team discussed training and recruitment for digital ministry roles, particularly focusing on livestreaming and online engagement. Judy agreed to create a pitch for volunteers to respond to Facebook comments during services, while Cindy expressed willingness to learn these tasks with proper notice. The group determined that Pete would be the best trainer for new volunteers, with Judy suggesting one-on-one training as the most effective approach. They clarified that the livestream role is simpler than previously thought, requiring mainly basic greetings and camera management rather than complex technical skills.

Angel Tree

The meeting focused on planning for the upcoming Angel Tree initiative, which Margaret will coordinate in November. Margaret confirmed she will handle setting up the tree, placing angels on it, and managing the process, with Greg making the announcement to the community.

The group also noted their next meeting will be on October 20th.