



# LUTHER MEMORIAL LUTHERAN CHURCH



The Music Fellowship Committee  
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## Music Fellowship Committee Minutes

April 8, 2017

The Music Fellowship Committee met for its monthly meeting at 8:30 am. The committee convened into the Communications sub-committee. Present for the meeting were Angi Mahlendorf, Barbara Jacobs, Mike Schramm, Charles Hess and Pastor Serr. Absent were Jann Blanchard and Sue Wachter.

Listed below are the various items that were discussed and dealt with.

The Sheboygan Sun Newspaper. In the past, this newspaper has been free advertisement for churches to put their information in the newspaper under the Calendar of Area Events. It was agreed that Luther should take advantage of this offering by the newspaper and begin advertising the church services like other churches do. Charles told the group that this had been looked into in the past. Charles will work with the Sheboygan Sun Newspaper.

The Edge Newspaper/Beacon. Pastor Serr indicated this is a newspaper that is county wide and the cost is relatively cheap to advertise in. This newspaper information will be brought up to the Church Council in terms of a budgetary item of the church and where it might be in the budget. It will be further discussed with the Church Council to obtain the money to do the advertising.

Luther Memorial Webpage. It was agreed in the committee that we don't need the church's computer to work on the webpage. Renee Wallschlaeger has agreed to assist the committee in removing webpage information that goes back as far as Advent of 2016. The most important need is to get the information removed from the webpage in order to begin working on future things that can be contained on the webpage. Angi indicated that she has been working on Facebook with information for the church. This will continue. It was agreed that Barbara would get the User ID and password for the webpage from President Craig Larson in order to begin the process. It was also agreed that the committee would find someone to help us develop and teach us how to work the webpage and keep it current. It was also discussed that multiple people would be taught so that there is enough information spread between people, rather than simply one person. The committee agreed to a June 1, 2017, deadline date to have the webpage up and running. In the interim old information will be removed from the webpage.

The Outside Reader Board. The committee agreed that we would take over the outside sign for Luther Memorial in order to keep this information current. Discussion about asking Mike Weber to assist us as an outside member of the committee. In other words, if Mike agrees, he wouldn't have to attend these meetings, but work with us on the sign.

Church Monthly Newsletter. It was agreed by the committee that the Green Sheet will serve as the monthly newsletter for the church. It was also agreed that the church calendar, which is printed on legal size paper, should be shrunk to fit letter size paper. Pastor Serr agreed to write a monthly Pastoral Letter which will be included and placed on the backside of the calendar. Discussion surrounded how many sheets of paper can be placed an envelope which would cover a .49 cent stamp - 4 sheets of paper is the maximum amount. It was agreed that we would start out with 2 sheets of paper (the Green Sheet and the calendar/Pastor Serr's letter) for starters. As the monthly newsletter program develops, 2 additional sheets can be added depending upon the possibility of other committee's in the church, etc., utilizing the other 2 sheets. The committee decided that the monthly newsletter and calendar deadline shall be the 15<sup>th</sup> of each month. This gives the committee a week or so to prepare the documents, label the envelopes, etc., for distribution on the last the Sunday of the month. The envelopes will be made available for distribution and pick-up by the members on that last Sunday as they attend church. Those envelopes not picked up will immediately be mailed out to the members.

Guest Cards. Discussion surrounded sending a letter or some type of a greeting to guests who might have attended our church on a given Sunday. Discussion also centered around the register sheets which are found in the pews that members sign each Sunday. The question discussed was where do these sheets go and who utilizes them for follow up. It very well could be that guests are signing these sheets and the church is unaware of this based upon the fact that these registers are not being used to their full advantage. It was agreed that guests who attend a Sunday Service at Luther could be sent a handwritten postcard note thanking them for attending Luther and inviting them back. Charles will look into the postcard cost through the post office.

A brief list was prepared for Barbara and she will bring many of these questions up at the next Church Council Meeting. The Communications Sub-committee meeting concluded at 9:40 am.

The next regularly scheduled Music Fellowship Committee meeting is Saturday, May 13, 2017 at 8:30 am.