1. **Opening**
   1. Opened 6:36 with prayer by Jorge
2. **Treasurer's Report**
   1. Barbara handed 3rd Qtr through end of August
   2. Balance trending upward, approx $825 as compared to July month end
3. **Other Business**
4. **Ministry Planning:  
    -** Pastor has the kickoff date from Pastor Larry Westﬁeld set for February 11 (Sat.) and 12 (Sun.)   
    - Using the ELCA strategy template as a guide, we will begin to add more speciﬁcs to the plan  
    - ***Month 1 will be January 2017*** 
   1. **2016 Items** 
      1. ~~set kickoff/luncheon date -~~
         1. ~~Done (feb 12, 2017)~~
      2. Fnalize fund documents:
         1. By-Laws
         2. Investment & Spending Policy
      3. Produce 'Save the Date' item
      4. Dates onto Church calendar(s)
      5. B got Jancie to put adult forum schedule
   2. **Month -2 (Nov 2016**) -- Plan luncheon
      1. cater, make nice
      2. can use membership committee if planning help needed
      3. suggest asking Jeff Wakeﬁeld for food/planning
         1. *9/12 - Steve contacted Jeff who agreed to work on it*
   3. **Month 1 -- Communication**
      1. Temple Talk - Steve
      2. distribute 'save the date' comm for luncheon/talk - usher tables
      3. Bulletin and newsletter articles - weekly
      4. newsletter lay interview Jerry/Steve (jtapp@racinechurch.org, a.m. Only)
         1. 9/12 - Steve contacted Jerry. yet to set initial meeting, but he is aware of the project
      5. Annual Report endowment committee report (Jan 2017)
      6. Annual Meeting discussion
   4. **Month 2 -- Kickoff/Luncheon February 12 (& Sat 11)**
      1. Services with Pastor Larry message
      2. Adult forum with Pastor Larry
      3. Luncheon with Pastor Larry
      4. Endowment Board debrief/plan with Pastor Larry