

Sabbatical **Handbook**

May 26 - August 19, 2024



Compiled by
Pr. Ben

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SUNDAY	PREACHER	PRESIDER	CLASS	WHERE'S BEN?
June 2	Naomi Lazarus	Rev. Bill Kees	<i>Life Together</i> With Rev. Dr. Don Heinz	Hiking the North State
June 9	Rev. Dr. Greg Cootsona	Rev. Dr. Greg Cootsona	<i>Life Together</i> With Rev. Dr. Don Heinz	Hawaii
June 16	Sharon Robertson	Rev. Dr. Greg Cootsona	<i>Wilderness Sojourn</i> With Marge Troster and Mike Boyd	Hiking the North State
June 23	Rev. Dr. Greg Cootsona	Rev. Dr. Greg Cootsona	<i>Wilderness Sojourn</i> With Marge Troster and Mike Boyd	Attempting to Summit Mt. Shasta
June 30	Mark Chrisman	Rev. Dr. Greg Cootsona	<i>Wilderness Sojourn</i> With Marge Troster and Mike Boyd	Recovering from Attempting to Summit Mt. Shasta
July 7	Rev. Carl Wilfrid	Rev. Carl Wilfrid	<i>The Wonder of Water</i>	Visiting Friends in Oregon
July 14	Tod Kimmelshue	Rev. Carl Wilfrid	<i>The Wonder of Water</i> with Dr. Dave Brown	Remembering His Baptism in Butte County Creeks
July 21	Rev. Carl Wilfrid	Rev. Carl Wilfrid	<i>The Wonder of Water</i> with Dr. Leah Jackson	Remembering His Baptism in Butte County Creeks
July 28	Megan Moffitt	Rev. Carl Wilfrid	<i>Sacred Greek Architecture</i> with Joel Zimbelman	Greece
August 4	Rev. Carl Wilfrid	Rev. Carl Wilfrid	<i>Sacred Greek Architecture</i> with Joel Zimbelman	Greece
August 11	Sharon Prindle	Rev. Carl Wilfrid		Greece
August 18	Rev. Carl Wilfrid	Rev. Carl Wilfrid		Preparing to Return
August 25	Pastor Ben	Pastor Ben	Presentation on Summitting Mt. Shasta	

MINISTRY LEADERS' CONTACT INFO

Sabbatical Pastors:

May 27 - June 3rd: Rev. Bill Kees, <willykey@mac.com>

June 4th - June 30th: Rev. Dr. Greg Cootsona, <greg@cootsona.net>

July 1st - August 18th: Rev. Carl Wilfrid, <carlanddianne@yahoo.com>

Council Executive Team:

President Jill Bentler, <Jrbentler@gmail.com>

Vice President Steve Hall, <jshall2323@gmail.com>

Treasurer Mark Kimmelshue, <kimmelshue@armcorice.com>

Secretary Alyssa Manes, <alyssamanes@hotmail.com>

Staff

Office Manager Michael Nicholson-Dick <faithlutheraninchico@gmail.com>
530-859-3754

Director of Worship and Music Luke Nicolay <lukenicolay1@gmail.com>
530-859-3754

Preachers:

June 2nd: Naomi Lazarus, <naomilazarus1953@gmail.com>

June 16th, Sharon Robertson <kr-robertson@sbcglobal.net>

June 30th, Mark Chrisman <mark_chrisman1@hotmail.com>

July 14th, Tod Kimmelshue <kimmelshuet@gmail.com>

July 28th, Megan Moffitt <megadotts13@gmail.com>

August 11th, Sharon Prindle <gsprindle@hotmail.com>

Eucharistic Ministers:

Mary Schweder <mary.schweder@thejoyfactor.net> (no assigned care receiver)

Linda Zimbelman <lindazimbelman@gmail.com> (no assigned care receiver)

Maureen Hopson <hopsonm2@gmail.com> (Bob Stewart, Virginia Goodrich)

Bill Kees <willykey@mac.com > (no assigned care receiver)

Kathleen Pappani <kpappani@hotmail.com> (no assigned care receiver)

Ryan Day <ryanday007@gmail.com> (no assigned care receiver)

Sky Sample <skysample@gmail.com> (Marvel Stillman)

Cindy Kampf <ckampf@aol.com> (Gayle Shumate)

Molly Barnum <mollyb539@hotmail.com> (Quacchias)

Elise Gladu <elisemariegladu@gmail.com> (Harriet Skounborg)

Jamie Holmes <jaeholmes@gmail.com> (Enloe Chaplain and Stephen Minister Supervisor)

In Case of Overlapping Ministries, the following issues should be determined by the following parties:

Sabbatical Pastors: theology, liturgy, worship, pastoral care

Executive Team/Council: institutional policy, facilities, staffing

Head Ministers

Prayer Requests/Prayer Chain – Molly Barnum, Lynette Stensrud

Sunday School – Cindy Kampf

Youth Group – Kate Ory

Adult Education – Cindy Kampf

A/V Desk – Kyle Groh or Kai Pappani McDermott

Worship, Music, Sanctuary, Worship Scheduling, Leaders Books – Luke Nicolay

Sacristy Team (Communion Prep) – Molly Barnum

Stephen Ministry - Gen Brink-Capriola, Jamie Holmes

Secondary Ministers

Contemporary Musicians: Raquel Krach, Ted Sandberg, Mark Lund, Martha McDermott

Choir: Margaret McMillan or Janine Rush

Handbell Choir: Margaret McMillan, Linda Zimbelman, Carol Hall

Organ and Piano: Margaret McMillan and Linda Zimbelman

Small Groups – Michael N-D, Office Manager

Food, Kitchen, Pantry, Coffee Hour – Janine Rush

Welcome Table – Mary Schweder

Equipping Ministry – Steve Hall, Mary Schweder

Budget – Mark Kimmelshue, Treasurer

Giving, Offerings – Lynette Stensrud, Financial Secretary

Reimbursement/Expense Forms, Checks – Michael N-D, Jeanette Joslyn

Community Service and Outreach – Michael N-D, Office Manager

Columbarium – Susan Reed, Bob Bay

Endowment Committee – Bill Kees or Bill Youngstrom

Personnel Committee – Alecia Gray, Sky Sample, Tom Melvin, Gayle Palys

Facilities, Property, Building – Joel Zimbelman (Property Manager) and Elaine Lund

Capital Campaign – Joel Zimbelman or Tod Kimmelshue, Chairs

OFFICE & STAFF SCHEDULES

Office Open: Monday-Friday 10am-Noon [closed for lunch 12-1pm] 1-4:30pm

Michael's hours: Monday-Friday, 10am - 4:30pm, plus floating hours as needed

Luke's hours: Highly flexible, but takes Friday as his day off

Staff Meeting:

Mondays at 2pm in the conference room. Staff Meetings should be led by the sabbatical pastor, with guidance from Office Manager:

1. Staff Meeting agenda
2. Discussion of celebrations/thanksgivings in the congregation
3. Discussion of new prayer request
4. Praying of Prayer Requests
5. Preview of Upcoming Scriptures
6. Equipping Discussion (who in congregation is being equipped to do what ministry by whom)
7. Council Binder Notes
8. Mind Meld (what does each person know that is relevant to the staff as a whole, and what does each person need to know from the staff as a whole)
9. Close with Lord's Prayer

Staff Away Dates:

Michael:

- Synod Assembly, Thursday, June 6th and Friday, June 7th
- Vacation: June 14th-23rd, back Monday, June 24th
- Away Tuesday, July 30th and Wednesday, July 31st

Luke:

- Vacation: June 23rd-27th
- Continuing Education: June 30th-July 4th (American Guild of Organists- San Francisco) I will have my computer and will be working during the

continuing ed event- if you need me, please let me know. I can text, call, facetime, zoom, etc.

- Working Remote: July 15th-18th. Again, I will have my computer and will be working a normal week just out of the office- if you need me, please let me know.
- Vacation: August 12th-15th & 18th

Work Holidays (Office Closed):

Monday, May 27th - Memorial Day

Wednesday, June 19th - Juneteenth

Thursday, July 4th - Independence Day

Supervision of Staff

In the absence of Pastor Ben, supervision of staff will be done by the council president (Jill Bentler). In the absence of the council president, supervision of staff will be done by the council vice president (Steve Hall).

If you are uncertain of who to call or what to do at any time, please contact the office; the staff, council, and fill-in pastors are here to help you.