

## Next Level Innovations

### Progress Tracker

UPDATED JULY 8, 2019

Task #	NLI#	NLI Sub#	Task	Responsibility	Point of Contact	Due Date	Status	Completed Y/N
1	1-Vision	1	CLT will help determine priorities and resources according to LUMC's vision. Questions: <ul style="list-style-type: none"> <li>Does this align with the vision?</li> <li>Is this where God is calling us to prioritize our time and resources?</li> <li>Is vision in the driver's seat?</li> </ul>	CLT	Steve C	On going		
2	1-Vision	2 a-c	CLT Read <b><i>Simple Church, Essentialism, and Canoeing the Mountains</i></b>	CLT	Steve C	1/17/2019	Leadership teams will all read <b><i>Essentialism</i></b> first and then <b><i>Simple Church</i></b> .	Y
3	1-Vision	2d	Meet with other NLI churches on Vision Alignment Plans via Sarah Calvert	CLT	Steve C	11/1/2018	Complete	Y
4	1-Vision	3, 4	Meet with Kirk Nave to review Vision Alignment Plan: <ol style="list-style-type: none"> <li>Staff,</li> <li>Communications,</li> <li>Missions/Ministry,</li> <li>Hospitality</li> <li>Leadership training.</li> </ol> Focus is on clarifying Vision and communicating to congregation.	CLT	Jim W Jim P Steve C	2/1/2019	Meeting held with Kirk Nave on 11/30/18. A list of priorities was developed and was presented to each focus area. Next meeting will be held on August 22 <sup>nd</sup> .	Y
5	2-Hospitality	1a	Implement Christmas hospitality experiments	Connect	Heather W	1/13/2019	Hospitality experiment for 5 pm service on Christmas Eve:	Y

							<ul style="list-style-type: none"> <li>gave guests a thank you gift at service</li> <li>followed up with them by 1/13/19. Sent letter to all visitors in 1st week of Jan</li> <li>delivered a gift to home in 2nd week of Jan.</li> <li>Attendance sheets included in bulletins for each Christmas Eve service.</li> </ul>	
6	2-Hospitality	1b	Implement final hospitality for Lent 2019	Connect	Heather W	3/6/2019	Recommendations sent to CLT by 2 subcommittees, implement by Easter at earliest, summer worship at latest.	Y
7	2-Hospitality	2 a-c	<ul style="list-style-type: none"> <li>Research 3 other church hospitality approaches;</li> <li>review NLI mystery worshipper reports;</li> <li>read <i>Beyond the First Visit</i> and <i>Get Their Name</i></li> </ul>	Connect	Heather W	11/15/2018 and 1/14/2019	Completed the research on 3 other churches and reviewed the mystery worshipper reports. Two books will be read by 1/14/19	Y
8	2-Hospitality	3	Conduct church-wide hospitality training	Connect	Heather W	3/10/2019	Planned for 2/24/19. Hospitality team to create Hospitality Moments to share in worship, publicize the event. Date changed to 3/10.	Y
9	2-Hospitality	4	Conduct <i>God's Welcome: Hospitality for a Gospel-Hungry World</i> sermon series	Ministers/ Worship	Jim W Heather W Rebekah D	3/1/2019	Planned for the whole month of February 2019.	Y
10	2-Hospitality	5	Film Jim greeting visitors, directing traffic	Worship	Heather W	4/1/2019	Tripp will follow up with Heather. Heather needs to speak with Lydia.	N
11	2-Hospitality	6	Develop/implement visitor registration and follow up process	Worship	Jim W, Heather W	12/1/2018	A process has been developed and implemented. Complete. Now Task force is working on improvements to capturing visitor information; welcoming visitors; visitor follow up; use and configuration of Just Ask desk; visitor welcome in worship. Needs CLT approval for implementation at Easter or summer worship at latest.	Y On going

12	2-Hospitality	7	Train and deploy greeters/ushers to all church entrances and parking lot. Evaluate success and modify	Connect	Heather W	6/16/2019	This is scheduled for after the church-wide hospitality training. (See #7) Moved to summer worship 2019. Heather needs to buy generic (logo etc will not be ready) signs prior to first Summer church service on 6/16. Discussed encouraging parking on Liberty, Wirt and Cornwall also.	
13	2-Hospitality	8a	Deploy signage for parking, accessing building, navigating building. Test it on 3 people.	Communications	Leslie P	3/1/2019	Hospitality task force working with Communications task force on the signage plan. Plan has been presented to CLT. Audit of what signs are needed was completed and presented to CLT at 2/2019 meeting. Met with vendors to get quotes. List of requested signs given to CLT 2/2019. Received feedback from Trustees on signs and quotes.	Y Big Win On Going
14	2-Hospitality	8b-c	Begin building audit including narthex challenges, signs and placement. Report quarterly to CLT on progress and present audit findings to congregation. Conduct any renovations when approved.	Trustees	Dwight S	On going	Hospitality task force to create a plan for Wesley Hall and meet with Trustees to make immediate changes. Create a plan for the bathrooms and make some immediate changes (soap, lotion, mints). Tripp will follow up with Dwight and launch the building audit.	
15	3-Communications/ Staffing	1	CLT Goal: Hold Town Hall meetings 3-4 times per year to provide status on NLI progress.	Communications, Staff, NLI team	Leslie P Jim W Tripp R Steve C	On going	1st Town Hall - 3/3/19 2nd Town Hall - 6/1/19 3 <sup>rd</sup> Town Hall - 4 <sup>th</sup> Town Hall -	Y On going
16	3-Communications/ Staffing	1	CLT Goal: Have monthly personal testimony to celebrate NLI successes in worship services.	NLI team	Jim W Tripp R Steve C	On going		
17	3-Communications/ Staffing	1	CLT Goal: Publish weekly status in Headstart news and on web site.	NLI team		On going	First update published 12/14. Information is published as changes occur. Should establish a regular schedule to publish.	

18	3- Communications/ Staffing	2 a-c	Complete communications plan for internal and external communications focusing on accountability for the plan; report to Kirk when he is at the CLT. Read <b>Essentialism</b> .	Communication task force	Leslie P	2/1/2019	<ul style="list-style-type: none"> <li>• Communications Plan presented to CLT at January meeting. Discussed church messaging and met with staff to get feedback. Presented to CLT 2/28. <b>Done</b>.</li> <li>• The branding and logo are gating items for a number of other tasks (13, 18).</li> <li>• Message Map - <b>Done</b>.</li> <li>• Branding and Web Development - <b>In Progress</b>. THIS IS THE MOST IMPORTANT NEAR TERM TASK. July 9th</li> <li>• CHMS migration, review and training - <b>In progress</b>. July 9th</li> <li>• Communications Consultant - <b>Ongoing</b>.</li> <li>• Signage - <b>In Progress</b>.</li> <li>• Communications Guidelines - <b>Upcoming</b>.</li> <li>• LUMC App - <b>Upcoming</b>.</li> </ul>	
19	3- Communications/ Staffing	3a	Read <i>When Moses Met Aaron</i>	SPRC	Bobbi C	2/1/2019	Book has been assigned to team members to read	Y
20	3- Communications/ Staffing	3b	Revise and clarify all job descriptions and org chart of staffing needs. Do this by meeting with each staff member to determine and share responsibilities and time required. CLT should review any changes as appropriate for vision alignment.	SPRC	Bobbi C Steve C	4/1/2019		
21	3- Communications/ Staffing	3c	Based on CLT vision in 3.1 above, SPRC to consider hiring: 1/2 time children's team coordinator and full or 1/2 time communications coordinator	SPRC	Bobbi C	July 2019	In June 2019, SPRC will present to CLT a recommendation for hiring a half time communications person. CLT to vote on SPRC recommendation in June. Children's Team Coordinator has been approved and funded.	Y On Going

22	3-Communications/Staffing	4a	Create 4 person technology task force; report findings to CLT	Communications/Technology Task Force	Frank D	On going	Task force created.	Y On going
23	3-Communications/Staffing	4a, b.i-iv	Implement technology task force recommendations for: <ul style="list-style-type: none"> <li>church communications,</li> <li>live streaming/podcasting;</li> <li>church calendaring, attendance, giving;</li> <li>other areas determined by CLT</li> </ul>	4 person Technology Task Force	Frank D	11/2019	Discussed with Pastor Jim and staff. Presented plan to CLT in 2/2019. Website: met with two website developers and pricing quotes for website development presented to CLT 2/28/19. Will test the website on preschool parents who are not members of LUMC as they are the target audience. Signing contract with Ekklesia360 to replace church management database, rework website. Targeting mid-Aug for website go live.	
24	4-Reach/Connect	1a	Implement small group to train, model, and practice sharing our faith; one group must be intergenerational. Initial focus will be on Lent.	Grow	Jim W Angela B Kim K	2/1/2019	Draft plan is, beginning in February, to <b>A:</b> Use existing D-groups and provide resources for each group to: <ul style="list-style-type: none"> <li><b><u>learn how to identify and develop their own stories;</u></b></li> <li>practice sharing them with their group;</li> <li>discuss possible opportunities for sharing;</li> <li>identify their "circles of influence";</li> <li>pray for the Holy Spirit to empower them;</li> <li>incorporate into the D-group sharing of opportunities group members have had. AND</li> </ul> <b>B.</b> Provide a "workshop" for families to use with children to develop their stories for sharing. AND <b>C.</b> Set aside time in worship for <ul style="list-style-type: none"> <li>members to learn parts of "A" above;</li> <li>share with each other briefly during the worship experience; and</li> </ul>	Y On going

							<ul style="list-style-type: none"> <li>include a regular "testimony time" in worship to celebrate how God is working in our lives.</li> </ul> <p><b>Sharing Your Faith Workshop (Small Group) held 2/12. 10 attended.</b></p>	
25	4-Reach/Connect	1b	Have church wide sermon series on <i><b>The Art of Neighboring</b></i> after Easter; include small group studies with it.	Staff and Worship	Jim W, Angela B, Heather W, Rebekah D	4/28/2019	<p>This will take place after the Easter season and roll in with the story of the early church during that season.</p> <ul style="list-style-type: none"> <li>The Task Force has begun reading <i>Art of Neighboring</i> and will discuss in Jan &amp; Feb.</li> <li>Begin developing church-wide emphasis, identifying "neighbors" in our individual neighborhoods, downtown Leesburg, civic groups, schools, etc.</li> </ul> <p>Plans underway:</p> <ul style="list-style-type: none"> <li>Sermon series from April 28 to June 16 (Mother's Day &amp; Youth Sunday breaks);</li> <li>encourage existing small groups to read &amp; discuss AON, and</li> <li>encourage formation of new small groups to meet during the series.</li> </ul>	Y
26	4-Reach/Connect	2a	Continue praying breakthrough prayer; update for each season.	Connect, Evangelism	Jim W Kim K	On going	<p>Team met on 12/8. Kim K will work on revising the Breakthrough prayer. One prayer for everyone; specific prayer for each Task Force. Break Through Prayer #2 initiated February 10.</p>	Y On going
27	4-Reach/Connect	2b	Beginning in Lent, introduce and disseminate "LUMC Loves Leesburg" theme	Communications	Jim W Leslie P	3/6/2019	<p>REACH &amp; CONNECT advocates changing this from "LUMC Loves Leesburg" to "Love Unites My Community" (<b>LUMC</b>)</p>	N
28	4-Reach/Connect	2c	Conduct prayer walks in nearby neighborhoods	Connect, Evangelism	Jim W/ Marni F/ Heather W	2/1/2019	<p>Combined PRAYER-WALKING with our Lenten disciplines under "40 Days of Prayer/Prayer-Walking" with:</p> <ul style="list-style-type: none"> <li>simple, and specific directions on the "what", "why", and "how" of prayer-walking;</li> </ul>	Y

							<ul style="list-style-type: none"> <li>• Lenten calendar, similar to Advent Calendars, with specific prayer focus for each day under the theme: "Love Unites My Community";</li> <li>• Prayer-walking testimonies for W-Info, Worship, Newsletter.</li> <li>• Prayer walking plan for Lent - daily emphasis on community.</li> <li>• Lenten devotional: "Praying for One Another" that incorporates prayer walking emphasis.</li> </ul>	
29	4-Reach/Connect	3a	Conduct large outreach to community event followed by quarterly outreach events	Missions/Reach	Margrit S	6/1/2019 and on going	<p>Flower &amp; Garden Show is 4/27-28:</p> <ul style="list-style-type: none"> <li>• passed out reusable water bottles and provided water in coolers;</li> <li>• opened church for bathroom use;</li> <li>• informational/invitational brochures.</li> </ul> <p>Hosting an outdoor concert this summer, with Mt. Zion, our choir, Raising Praise (possibly including the Chorus of the Old Dominion) on Aug. 18, 2019.</p>	Y On going
30	4-Reach/Connect	3b	Invite preschool families to outreach events; consider preschool as our immediate "Mission area"	Missions/Reach	Jim W/ Margrit S	6/1/2019	<p>Working with UMMen to provide shared "missions activity" with preschool families on GB Preschool Sunday, January 13. Great Beginnings Preschool Sunday – January 13 (Snowed out); one family attended early service; 110 "Comfort Cases" were packed.</p> <p>Scout Sunday – February 10 – best representation yet from Troop 998 in each of our worship services. February 11 – attended chartering ceremony and signed the charter for the first all-girls Scouting Troop 998. March 25 – attended re-chartering for Troop 998, Boys. April 1 – to</p>	

							attend re-chartering for Troop 998 Girls	
31	4-Reach/Connect	4 a-d	Develop a deeper connect plan and present to CLT; intergenerational trips, intergenerational dinners, new senior program fellowship, missions and discipleship	Connect, Evangelism	Jim W/ Wayne R / Heather W/ Al Ruggles	6/1/2019	<b>Wayne</b> is researching and recruiting for team members. Initial schedule: 1/19 develop/recruit/train core members to plan ministry. 2/19-3/19 draft plans and goals, 4/19-5/19 finalize plans and publicize. Review all plans and coordinate with other groups as needed. 6/19-8/19 evaluate/adjust/edit plans if needed. <b>Al Ruggles</b> and Jack King are working on a plan for "pilgrimage" trips in 2019 & 2020 to various religious and cultural sites - day trips and even overnight trips for seniors, families, etc. - inspirational, educational, fellowship, and invitational (inviting non-churched friends). "forever Young" group developing plans. Targeting 6/23 for 1st event immediately after 9:30 worship.	
32	5-Missional Engagement	1	Develop a signature, local, hands on ministry which would include intergenerational ministry	Missions	Margrit S	3/1/2020	Ongoing. See 1.a-1.f below. Transitional Housing decided upon.	
33	5-Missional Engagement	1a	Conduct training with Rev. Joanna Dietz, Braddock Street Deacon on assessing local needs	Missions	Margrit S	3/1/2019	Margrit met with Rev. Dietz and received lots of information to help the team go forward in Jan. Setting up meeting with Rev. Deitz and team in February. Team met with Rev. Dietz and she discussed current missions programs pointing out strengths and weaknesses. 3 action items for next steps: 1) Meet with community leaders to see where are the gaps in meeting community needs; 2) survey the congregation on where people are serving in the community to determine our passions; 3) read the book <b>Simple Church</b> .	Y On going

34	5-Missional Engagement	1b	Partner with Reach Team in Prayer Walks	Missions	Margrit S	2/1/2019	See Task #28 for updates.	Y
35	5-Missional Engagement	1c	Assess available services	Missions	Margrit S	6/1/2019	See Task #33.1 above.	
36	5-Missional Engagement	1d	Assess unmet needs; match to LUMC gifts	Missions	Margrit S	6/1/2019	See task #33.2 above. One pager to be presented by Margrit Snyder in AUG.	
37	5-Missional Engagement	1e	Choose service project and partner with others	Missions	Margrit S	12/1/2019	Initial thoughts/discussion is around transitional housing.	
38	5-Missional Engagement	1f	Begin service project	Missions	Margrit S	3/1/2020		
39	5-Missional Engagement	2	Explore the next level of Backpack Buddies	Missions	Margrit S	9/1/2019	1) Backpack Buddies sent home with notes from our church; 2) we will have blessing of the back packs at 8/18 concert.  *Catoctin Elementary	
40	5-Missional Engagement	2a	Read <i>The Mission Minded Guide to Church and School Partnerships</i>	Missions	Margrit S	1/31/2019	For those team members looking into expanding the Backpack Buddies program.	
41	5-Missional Engagement	2b	Speak with school staff and Backpack Buddies board to determine needs	Missions	Margrit S	3/1/2019	Date to be determined. Fall time.	
42	5-Missional Engagement	2c	Recruit Volunteers	Missions	Margrit S	6/1/2019		
43	5-Missional Engagement	2d	Begin more intensive Backpack Buddies service	Missions	Margrit S	9/1/2019		
44	5-Missional Engagement	3	Implement Spring service worship; worship then immediately go serve	Missions	Margrit S	6/16/2019	1 <sup>st</sup> Worship/Serve is scheduled for 6/16/19 to coincide with Summer Sunday worship schedule.	Y
45	5-Missional Engagement	3	Implement Fall service worship; worship then immediately go serve	Missions	Margrit S	9/1/2019	2 <sup>nd</sup> Worship/Serve is scheduled for 9/1/19 to coincide with last Sunday of Summer schedule.	Y