**Template: Ministry Team Synod Council Reports**

*These reports should be submitted no later than March 1 and September 1. If they are submitted after that date, they will not be included in the upcoming meetings documentation. Reports should be emailed to Sarah Greene at* [*sgreene@nclutheran.org*](mailto:sgreene@nclutheran.org)*. Reports should* ***not*** *exceed one page.*

**Ministry Team:**

**Date of Report:**

**Brief Synopsis/Highlights of the work since last report including accomplishments, addition of members, etc.**

**Progress on Ministry Goals**

*Please share a few key highlights about where each goal stands in relation to your ministry team. It is appropriate to name that some goals have yet to be taken up by the team. Please add headings for additional goals/highlights as needed.*

**GOAL ONE:**

**GOAL TWO:**

**GOAL THREE:**

**Items being referred to BC&O:** *Please note here any items that are being referred to BC &O for formal synod council action. Please work with your staff liaison to have this item forwarded appropriately. Additionally, please note any new team members that need to be approved by synod council through BC&O.*

**Report Submitted By:** *Name*