

**ADMINISTRATIVE COUNCIL – MINUTES**  
**Ely United Methodist Church**

**January 16, 2013**  
**Number Present: 7**

Chairman Jay Tomlinson called the meeting to order at 7:00 PM.

Pastor Dana Thompson began the meeting with an Opening Thought from “Why Did God Make Bugs And Other Icky Things”, followed by an opening prayer.

The Minutes of the December 19, 2012 Ad Council meeting were approved; with two typographic corrections; as printed in the Church Newsletter.

The **Treasurer’s Reports** for December, 2012 was presented by Treasurer Mark Olson. The report was highlighted. The August end of the month account balances - General Fund: \$5,935.42; Building Fund: \$4,567.92; Reserve Fund \$5,002.49; Memorial Fund: \$10,691.98

The **Board of Trustees** met January 7, 2013. The tax-exempt form for the parsonage completed and sent. A third handicapped parking sign has been ordered. Repair of the water damage in the stairwell, sanctuary basement will be repaired when it is warmer outside. Other items discussed included replacement of the stairs to the Pastor’s Office/Study and what should be done to keep the lawn in front of the Church more presentable. The Trustees are investigating the pay rate for guest pastors/speakers. The next Trustee meeting is April 2, 2013.

**Old Business**

1. **Church Insurance** – The Church received the multi-peril insurance renewal notice and premium notice from Grinnell Mutual Insurance. Jay will follow up on a quote request from Church Insurance Agency Corp. before renewal payment is made to Grinnell.

**New Business**

1. **January Pasty Report** – Made 687 pasties, gross sales \$4,112, costs \$1,289 and gross net sales \$2,822. We are seeking orders for 100-150 additional pasties. Potential new customers should contact Jeanne Tomlinson.
2. **Wheeled Chairs** – Dana recommended the purchase of two wheeled chairs for the Pastor’s Office/Study, to reduce potential scratching and damage to the floor from sliding chair feet. The purchase of 3 matching chairs for the office/study was approved. The Memorial Committee will be approached for funding.
3. **Photo Board Display Tripods** – Dana recommended the purchase of two display tripods for photo display boards for use at funerals to replace broken ones. The purchase was approved and the Memorial Committee will be approached for funding.
4. **Air Compressor and Shop Vac** – The cooling fins on the refrigerator-freezer condenser need to be cleaned with a compressed air on a monthly basis. The Church does not have a vacuum cleaner in the lower level. The Ad Council approved the purchase of a small compressor and small shop vacuum cleaner. The Memorial Committee will be approached for funding.
5. **Pasty Advertising** – Jeanne Tomlinson requested permission and funding to advertise for additional pasty sales. The Ad Council approved, if the UMW agrees to fund the request from pasty sales.
6. **Pasty Clean-Up Checklist** – Butch raised a safety and liability concern if the Fellowship Hall floor is not mopped the night after pasty making, due to slippery places. It was also pointed out that some additional ending tasks had not been completed. After discussion, the Ad Council agreed to try having a “**To Do List**” for the entire pasty making process. Butch volunteered to write the Checklist.

**ITEMS OF INFORMATION**

1. **Pasty Making - February 18-19, 2013.** Order callers are reminded to contact Jeanne Tomlinson [(218) 235-8470] by Friday February 15 with counts. Jeanne is accepting new customers – contact Jeanne with names and phone numbers.

There being no further business, the meeting adjourned at 8:10 PM.

The meeting was closed by those attending reciting “*The Lords Prayer*”.

Respectfully Submitted, Blaine “Butch” Diesslin