

ADMINISTRATIVE COUNCIL – MINUTES

October 18, 2017

Ely United Methodist Church

Call To Order: Vice-Chair Keith Rue called the meeting to order at 7:00 PM.

Attendees (8): Dana Thompson, Bonnie Berglund, Butch & Lucy Diesslin, Mark & Marge Olson, Keith Rue and Jeanne Tomlinson

Opening: Dana provided the “Opening Thought” from *The Upper Room* (October 18, 2017 entry) followed by prayer.

Minutes: The September 20, 2017 Ad Council minutes were approved as printed in the October 2017 *FISH*. Motion to approve/Lucy Diesslin; Second/Bonnie Berglund. Approved unanimously.

Treasurer’s Report: The September 2017 treasurer’s reports were presented and highlighted by Mark Olson. Receipts & disbursements were \$6,377.74 & \$8,036.80. End of month balances: Building Fund \$23,786.91 (with \$13,000 Undesignated); Memorial Fund \$11,098.45; Parish Health Ministries \$400, R3 Project \$990, Safe Gathering \$387, available General Fund \$3,531.46. Motion to approve/Jeanne Tomlinson; Second/Marge Olson. Approved unanimously.

COMMITTEE REPORTS

Board of Trustees: Marge Olson reported that the Board met on October 2. Mark Luthens will be replacing the wooden ties on the stairs going down to the lower parking lot. Bids were received for painting, garage doors replacement and carpeting. Details were discussed further under Old Business. Marge reported that normally they would next meet in April, but with all the parsonage work, they will probably be meeting some time prior to that.

Finance: Butch Diesslin announced the Finance Committee will meet some time in November to work on the 2018 budget.

Outreach: Dana replayed a report from Toni Floyd: Stanley will be taken down after October 22. So far \$388 have been received. The Christmas Giving Tree will go up on November 5 with 12 tags again. Toni will be keeping closer tabs on the sign-up sheet to make sure the donor names are matched up properly to the tags. Toni is also requesting mailing address information for the 6 youth group members who graduated last May and are now in college. She would like to prepare Valentine Boxes for each of them and could use additional items. Dana also reported that \$766 had been received for Hurricane Harvey relief. He considers it phenomenal how the congregation donated over \$1000 for the two October special fundraisers. (Stanley & Hurricane Harvey relief).

Pastor-Parish Relations: Jeanne Tomlinson reported that the committee met on Oct 4 to complete Dana’s annual evaluation which was then sent to the district office. They also started work on the Church Profile, incorporating information received from 8 members of the congregation. The work was completed on a second meeting held on Oct 11 and is currently being typed up for final PPR committee review. The committee will meet again in the next few weeks to finalize the Profile and to also determine the pastor’s salary for 2018. There was some discussion about the impact on the budgeting process because of having to set the salary for Pastor Dana for the year knowing it’s only for 6 months and then setting a different salary for the new pastor. It was suggested that the Finance Committee may want to meet in mid-year and develop a revised budget. The District Superintendent, Mark Miller, is coming to our church on

Saturday, October 21 to meet with the PPR at 12 noon. Questions about the salary setting process could be address to him at that time.

Parish Health Ministry: Marge Olson reported that they will not be taking blood pressures on the second Sundry during the winter. They will resume in May.

OLD BUSINESS

1. Parsonage Projects - Updates:

- **Painting:** A bid was received from Brett Porthan for painting the exterior and preparing & painting the interior of the parsonage. Ger Niskala volunteered to power-wash the exterior of the parsonage prior to Brett painting it. Brett's bid was \$1488 for materials and \$7040 for labor for a total of \$8,528. Half of this is required in order to get the job on the schedule, remainder to be paid upon completion. Marge Olson moved that we accept the bid and pay the required deposit and that we used the monies in the Building Fund for this work. Second/Butch Diesslin. Approved unanimously.
- **Garage Door Replacements:** Marge reported that Ely Garage Door Services quoted two different doors - one being about \$280 less than the other but with a lower quality door. The higher quote was for \$2134.18 but included sales tax of \$102 which should not have been included. Marge moved that we accept the higher bid, less the sales tax, and use the monies in the Building Fund to cover this expense also. Second/Butch Diesslin. Approved unanimously.
- **Carpeting:** The UMW has agreed to cover the cost of the new carpeting for the bedrooms, the drapes designated for replacement and will take care of the window washing.

NEW BUSINESS

1. **Kid's Club:** Dana reported that the first two weeks have gone well. There were 11 children the first week and 15 the second. There have been 5 adult helpers each time. UMW is covering the cost of the refreshments. They are hoping for more children over time as word spreads. They could use more adult helpers.
2. **Corrections to August Treasurer's report :** Mark Olson reported that there had been a couple of errors on the designated/undesignated balance figures in the August report. Income for Safe Gathering and Reach-Renew-Rejoice had been listed in the detail lines but had not been included in the balances. He distributed a corrected report.
3. **Reach-Renew-Rejoice:** Jeanne Tomlinson reported that we had met our goal for 2017 with total donations of \$1,016. She moved that we proceed with sending a check for \$1000 to the district. Second/Butch Diesslin. Approved unanimously. Jeanne then suggested we go ahead and set our goal for 2018 with the understanding that the extra \$16 from this year's drive be the start of next year's campaign. Lucy Diesslin moved that we set our goal for \$1000 again. Second/Marge Olson. Approved unanimously. Jeanne will take down the current sign at the end of October and we'll start up promoting our 2018 goal early next year.

ITEMS OF INFORMATION

1. Pasties made: 823; Sales: \$4,954; Cost: \$1,473.82 ; Net Income: \$3,480.18.

The meeting adjourned at 7:40 PM with a unison reciting of *The Lord's Prayer*.

Respectfully submitted,
Jeanne Tomlinson, Ad Council Secretary