

## **ADMINISTRATIVE COUNCIL – MINUTES**

**Wednesday, July 17, 2024 at Ely United Methodist Church**

*Growing in faith and sharing Christ's love with others.*

**Call To Order:** Chair Sheri Rue called the meeting to order at 6:01 PM.

**Attendees (12):** Cathy Aldrich, Linda Hane, Don Ingerson, Dan Johnson, Mark & Margie Olson, Sheri Rue, Patty & Bryan Rusco, Jay & Jeanne Tomlinson, Pam Turnbull.

**Opening:** Cathy Aldrich shared a passage from *In the Presence of Jesus* by Paul Bane & Matt Litton which is written in the form of Jesus talking directly to us.

**Minutes:** The June 19, 2024 minutes had been distributed previously to the Ad Council members. Some missing names were added and some corrections were made. Margie Olson moved that we approve the minutes as corrected; second by Jay Tomlinson. Motion passed.

**Treasurer's Report:** Mark Olson presented the June 2024 Treasurer's report. Account balances are \$48,662.92 in the General Fund, \$20,326.44 in the Building Fund and \$19,118.12 in the Memorial Fund. Motion to accept by Jay Tomlinson; second by Bryan Rusco. Motion passed.

### **COMMITTEE REPORTS**

**1. Trustees:** Bryan Rusco reported that the committee met on July 10 with the following actions/discussions:

- A new lawn mower was purchased for the church.
- Church entrance/ramp rework was discussed - to be worked on in 2025
- Braasko Cleaning will be approached for cleaning the pews & pads
- The moisture issue in the Fellowship Hall from the heavy rains has been temporarily handled
- The parsonage upper level will be cleaned and staged by the UMW to make it ready for guest speakers
- Parsonage fireplaces will get gas inserts.
- Burntside Electric will work on the church entrance lighting
- Pam Turnbull reported that the kitchenette work is almost complete. They are looking at bistro table choices. Flooring will be addressed at a later time.
- We discussed possibilities for a Nursery. An ad hoc committee was formed with Bryan Rusco and Chris Urbas to work on this and come back with a proposal.

**2. Pastor-Parish Relations:** Cathy Aldrich reported that we still don't have a pastor. Speakers for August 4 and August 11 are arranged. Aug 4 is a retired minister who will do communion. Dick Taylor will speak on August 11. We still need speakers for August 18 and 25 and for September 15 and on. She asked for suggestions of people to approach. Dan Johnson suggested David Young, a local retired pastor. Linda Hane suggested Heidi Mann and Sue Smith. Emmet Penke was also mentioned along with possibly asking some of the kids from church camp.

**3. Worship:** Linda Hane reported that the committee met on June 24 and will meet again on July 22. They are using the new Worship Book and it is helping in planning the worship services. We need Worship Leaders as well as musicians who can play the piano. We would be willing to pay for piano players. Kathy Udovich was suggested. Margie Olson offered to talk to Denise Lindquist who played for us some time ago in exchange for using our church for piano lessons. We also need people willing to do Children's Time. Sheri Rue requested that for the 2<sup>nd</sup> & 4<sup>th</sup> Sundays we only have 3 hymns and sing the Doxology acapella when the CD player is used. Dan

Johnson pointed out that we are ending up with 13-15 extra Upper Room booklets when the next issue comes out and we are not getting any large print issues. He suggested reducing the quantity of the small booklets to 30 and include 10 large print versions in future orders. It was determined that changing our Upper Room standard order falls under Connections and Jay Tomlinson said it would be taken care of.

**4. Connections:** Jay Tomlinson reported that the committee met on July 2<sup>nd</sup> and will meet again on August 6. He distributed copies of the revised *Welcome Visitors* pew pamphlet for review. It was suggested to add information about UMW meetings and to change “Bazaar” to “Coffee & Desserts”. Kathy Nelson had put forward a detailed plan for “Couples Round-Robin” to start in September and run through November. Announcements and signups will begin on the second Sunday in August. Couples, singles and families will be encouraged to sign up to be part of small groups who will meet for dinner each month, at homes or in restaurants and will rotate “hosting” responsibilities. The idea is to provide opportunities for getting to know other church members a bit better. Jay reported that only 4 people attended the Connections meeting so they tabled all the other topics.

**5. Education:** Sheri Rue reported that Safe Gathering costs \$34.25 per person and that anyone working with children in the church should take the training.

**6. UMW:** Margie Olson reported that the UMW will be starting to clean the parsonage on July 18<sup>th</sup> at 10:00 AM. There will be other dates.

## **OLD BUSINESS**

**1. Phone messages/mail/other:** Margie Olson reported that this is going just fine. There have only been a couple messages. Mark Olson was able to change the parsonage phone to automatically forward to the church.

**2. Parish News/Prayer Wall/Calendar email:** Jay & Jeanne Tomlinson reported that this is going well. Jeanne reminded everyone that if they want specific announcements in the weekly email to please let her know by Friday mornings. Jay asked that any Prayer Wall requests come in by 4 PM on Thursdays.

**3. Cloud storage – church records, pasties, audit information, other:** Sheri reported that she talked to Anna Urbas who will set us up with 365.

**4. Confirmation:** Sheri Rue announced we may have all 12 eligible children in our church families participating in Confirmation this fall: Lucy Luthens, Lindi Zemke, Brenna Hegfors, Violet & Frankie Udovich, Amiah & Avery Brandau, Sadie & Siiri Nelson, Hayden Weidemann, Brennan & Ella Rue. She’ll be holding a parent meeting in September.

**5. Workshop with Marcia Alexander, Epworth UMC, Mpls:** Marcia will be coming to Ely on the 3<sup>rd</sup> weekend of August. On Saturday, August 17 she’ll hold a workshop from 2 to 6 PM about operating a church without a pastor. On Sunday, after a potluck luncheon she’ll have a follow-up training.

**6. Displaying our Mission Statement:** Margie Olson has talked to Jer Niskala and he's willing to make a sign. It will be on the external wall of the front of the church just left of the front doors.

**7. Camera:** The broadcast on Sunday July 14 had audio but the visual was stuck facing the piano & choir area so the worship leader and speaker weren't visible. Sheri explained that no one was monitoring it because she had to help watch two children. We are still waiting on the laptop to complete the proper setup.

#### **NEW BUSINESS –**

**1. Hymn/Facebook/YouTube licensing:** Sheri Rue contacted Pastor Craig for the Facebook password so that Anna could start making weekly posts with our worship bulletin. That information is now in the white church accounts & passwords notebook in church office. Anna Urbas has a new email address that needs to replace her existing one in our email communications. Bev Johnson will send her an electronic copy of the bulletin on Friday morning. Sheri has been researching what we need in licensing to post copies of the hymns to Facebook and if we need any for YouTube. Sheri will contact Craig about the licensing.

**2. Changing church door lock code:** Margie Olson has been finding the church doors unlocked over the past few weeks even with regular reminders to the church members to make sure it's locked when you leave. After some discussion, Bryan Rusco moved that we change the code and communicate the new code to the Ad Council. Linda Hane seconded it. Motion passed.

**3. Zoom subscription:** Pastor Craig had initiated a Zoom account for church use under his own name during COVID which we have used regularly in the past and we have been reimbursing him for the monthly charge that allows meetings to go past 45 minutes in length. Craig's credit card had changed so the account did not renew in July. We discussed whether we even need a Zoom account right now. Mark Olson moved that we wait until the need arises. Second by Jay Tomlinson. Motion passed.

**4. Air conditioning/heat settings:** We briefly discussed when we should have the A/C turned on early for Sunday. Margie Olson mentioned that it's been cool enough lately we haven't needed it but when it heats up outside, Mark Olson could come in early on Sunday morning before he goes into work. The choir turns it on for choir practice but makes sure it's off afterwards.

**5. Parsonage internet/phone:** We discussed whether we should cancel phone & internet service at the parsonage until we get a new pastor. Midco internet costs \$86 a month and the phone is \$37. Pam Turnbull moved we go ahead and cancel the services; second by Jeanne Tomlinson. During discussion it was mentioned that there may be disconnect and reconnect charges that may not make it worthwhile. Motion failed. Margie Olson moved that we research the disconnection/reconnection charges first. Second by Bryan Rusco. Motion passed.

#### **Correspondence**

1. We received a thank you for our contribution from the All Night Grad Party Committee.

#### **Items of Information**

1. **Next Ad Council meeting:** Wednesday, August 21, 2024 at 6:00 PM. Linda Hane volunteered to do the Opening devotion.  
The meeting adjourned at 7:57 PM with a group recitation of *The Lord's Prayer*.