

ADMINISTRATIVE COUNCIL – MINUTES

Wednesday, October 16, 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 6:05 PM.

Attendees (6): Linda Hane, Dan Johnson, Sheri Rue, Jay & Jeanne Tomlinson, Pam Turnbull.

Opening: Linda Hane started with a prayer and shared some thoughts from an Upper Room devotional about gratitude. We then shared some thoughts about something we were grateful for that day.

Minutes: The September 18, 2024 minutes had been distributed previously to the Ad Council members. There were no corrections. Linda Hane moved that we approve the minutes as distributed; second by Pam Turnbull. Motion passed unanimously.

Treasurer's Report: Mark Olson had sent out the September 2024 Treasurer's report. There was one correction to the Undesignated figure on the checking account balances. It should have been \$55498.90 instead of the listed \$46213.43. Account balances are \$63,218.69 in the General Fund, \$20,871.03 in the Building Fund and \$19468.50 in the Memorial Fund. Motion to accept the report by Jeanne Tomlinson; second by Jay Tomlinson. Motion passed unanimously.

COMMITTEE REPORTS

1. **Trustees:** Margie Olson sent in the following report:

- Snow Plowing & Shoveling – Phil Hegfors will plow the church lot and parsonage. A sign-up sheet will be posted for volunteers to shovel the sidewalks at the church.
- The Overflow/multipurpose room update – Pam Turnbull will continue working with Jacob Rue to complete the bulletin board doors to cover the shelves, hang the blackboard, and a few other finishing touches. Pam will also look into flooring for the overflow room and bathroom.
- The electric piano – a decision needs to be made on what to do with it. We don't use it anymore and do we want to keep it or sell it.
- Parsonage Projects - Bryan Rusco and BJ Rusco are still waiting on a price for the gas inserts for the fireplaces at the parsonage and that project will then get done. A new 80 gallon water heater will replace the old one. Bryan Rusco will have an alarm thermostat installed at the parsonage to be alerted to his phone and Gary Tedrick's phone in case the furnace/electric heat go out.
- Nursery will stay where it always has been. Sheri Rue requested permission to paint the nursery a more baby/toddler friendly color. Trustees approved
- Sanctuary and Pew Pad cleaning – Margie Olson talked to Specialty Commercial & Residential Cleaning to see if they could do the pew cushions, stairs going to the basement and the sanctuary carpet. An estimate of \$2750 was given. They will be able to do it on October 21-22. Brady Luthens made a motion to have Specialty Commercial & Residential Cleaning do the pew cushions, stairs going to the basement and the sanctuary carpet, seconded by Gary Tedrick. Voted and passed. The church will be responsible for cleaning the pew benches and moving communion rails, and other sanctuary furniture from the area. Volunteers are needed to move the sanctuary furniture and help for wiping down the pews scheduled for October 20th after church. The UMW was approached to pay for this but declined. Jay Tomlinson moved that we

use monies from the General Fund to cover the cost of this work. Second by Jeanne Tomlinson. Motion passed unanimously.

- Parking lot crack filling will be done on a day during the week of October 21st by Starkman Asphalt Paving. The lines and handicap spaces will be painted in the spring.
2. **Pastor-Parish Relations:** Cathy Aldrich had sent in the following report: “DS Laurie Kantonen came to Ely and met with some members of the PPRC and some members of the Ad Council. If we have names of pastors interested in coming to Ely, let me know and I’ll share those names with DS Laurie K. If the individual is from outside of MN, they need to go to the MN conference web page and complete an interest form. There are a couple of interested pastors. Nothing definite. The Cabinet is meeting this week, so we may know more after the meetings.” Cathy continues to work on pulpit coverage and is currently trying to fill week 2 and 3 of November.
 3. **Worship:** Linda Hane reported that October speakers, worship leaders and liturgists are handled but they still need volunteers for Children’s Time. We discussed the October 6 Communion Service in which Barb Hegfors came the evening before and blessed the elements and then Jeannie Burlowski and Patty Rusco served them. Some folks were not comfortable with the deviation from having an ordained individual blessing and serving communion on that day. For November 3, Pastor Dana will be here but we’ll need to discuss this again at our November Ad Council meeting to see how to handle Dec 1 if we don’t have an ordained person in the pulpit that day. Linda also reported that November 3 is Memorial Sunday. November 24 will be church advent decorating and an all-church potluck after the service. We also discussed changing our time for our Christmas Eve service from 5:30 PM to 4 PM so that Pastor Dana, who will be speaking, can drive home afterwards so he can be with his family on Christmas day. After some discussion, Linda Hane moved that we change the time for this year from 5:30 PM to 4 PM to accommodate Dana’s schedule. Second by Jay Tomlinson. Motion passed with 1 abstention.
 4. **Connections:** Jay Tomlinson reported that the Round Robin Group Dinner Initiative launched on September 8th. Several groups have already had their first meeting and the response has been very favorable. The final 5-part *Journeys with the Messiah* study began on Tuesday, October 8 with 7 in attendance. The second meeting was held on Monday, October 14 with 4 in attendance. The fact that the meeting was held on a Monday instead of the normal Tuesday and that it was pasty prep day might have contributed to the lower attendance. Even so, the discussion was very meaningful for the 4 in attendance. The next meeting will be on Tuesday, October 22 at 6:30 PM. The committee did not meet in October since they have two initiatives in progress.
 5. **Memorial:** Marge Forsberg had sent in the following report: “Memorial Sunday is November 3rd. We will be giving a short program recognizing our memorial gifts given in November 1, 2023 – October 31, 2024 and those who have passed in that time frame. We will also recognize those that have been members for 40 to 70 plus years. The Memorial Committee will serve cake after the service.”
 6. **UMW:** Jeanne Tomlinson reported that the UMW will be having a coffee time at Carefree Living on Thursday, October 24 at 1:30 PM. The Coffee/Dessert/Cardamon Bread Social will be on Saturday, November 9 from 1-3 PM. Both of these will be announced during worship on Sunday as well as being mentioned in the weekly email. The Social will also be promoted to the community through newspaper ads, Facebook posts and posters. The cardamon bread will be made the day before on Friday, November 8. There will be sign-up sheets on the next few Sundays to get volunteers for

making the bread, providing desserts for Saturday as well decorating/setting up and/or serving on the day of the event. After reviewing their finances, the UMW moved to change the distribution of the pasty profits to 50% for the Building Fund and 50% to the UMW. It was formerly 70% and 30%, respectively. They also voted to renew their CD and opted for the 9-month term which should earn about 4.5%.

OLD BUSINESS

1. **Audio System:** Curt Laine is putting a proposal together for the new system that we should be able to review at our November meeting. His ballpark estimate is about \$3200.
2. **Confirmation:** Sheri Rue announced we have 7 definite participants with 4 possible additions. She and Keith will be holding a meeting with the parents on October 23. They are planning meetings during the 1st & 2nd weeks of November and December and then meeting the 2nd & 4th weeks for 4 months in 2025 for a total of 12 meetings. Actual day(s) and time(s) will be worked out with the families at the October 23 meeting.
3. **Workshop with Marcia Alexander, Epworth UMC, Mpls:** Marcia will be coming to Ely this weekend, October 19-20 and we'll meet with her on Saturday from 10 AM to 2 PM.
4. **Admin Position:** Sheri asked all committee chairs to put together a list of what tasks they might want someone to handle for them if we created a part-time Church Administrator position. This will be discussed in more depth at our November meeting.
5. **Building Use and Church Policies:** Sheri Rue, Pam Turnbull and Margie Olson are working on this with the goal of having it completed by the end of this year.
6. **Benevolence Fund** – Tabled
7. **Church Handbook** – Tabled
8. **Church Vision and Values** – Tabled
9. **Church Goals for 2025** - Tabled

NEW BUSINESS –

1. **Donation for hurricane affected areas:** We decided that we would like to hold a special offering that will be donated to UMCOR for helping victims of the recent hurricanes. Jeanne Tomlinson moved that we take a special offering on Sunday, October 27 and use monies from the General Fund to match the donations up to \$1000. We will make an announcement this Sunday, October 20 as well as including an announcement in the weekly email on October 18 and 25. Motion was seconded by Pam Turnbull. Motion passed unanimously.
2. **Charge Conference:** We received an email from our DS Laurie Kantonen that this year the Aurora Sky District will be holding group charge conferences instead of the Zoom charge conferences that have occurred since COVID. She invited our church to participate in one that will be held during November. In order to do that we would need to have our 2025 Budget and Lay Leadership list for 2025 completed as well as our year-end Membership Report by then but we haven't even started working on the Budget or Nominations. We decided that we would do our usual church conference here in Ely in December. Sheri suggested we hold the conference on a Sunday after church instead of the usual 3rd Wednesday (which would be December 18) to possibly get more participants. It was

recommended we try for Sunday, December 22. Sheri will contact Laurie to see if she is available on December 22 and if not then December 18.

Correspondence - None

Items of Information

1. **Pasty report:** 811 made; 800 baked and 11 unbaked. Gross sales of \$6488 with \$113 in tips for Total Income of \$6601. We had Expenses of \$1,949.03 for a Net Income of \$4,651.97.
2. **Next Ad Council meeting:** Wednesday, November 20 at 6:00 PM. Jeanne Tomlinson volunteered to do the Opening devotion.

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

Respectfully submitted,
Jeanne Tomlinson, Ad Council Secretary