

## **ADMINISTRATIVE COUNCIL – MINUTES**

**Wednesday, November 20, 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 6:00d PM.

**Attendees (13):** Cathy Aldrich, Marge Forsberg, Linda Hane, Dan Johnson, Curt Laine, Mark & Margie Olson, Sheri Rue, Bryan & Patty Rusco, Jay & Jeanne Tomlinson, Pam Turnbull.

**Opening:** Jeanne Tomlinson shared a devotional from a September 2022 Upper Room about how we're all important in God's unfolding story.

**Minutes:** The October 16, 2024 minutes had been distributed previously to the Ad Council members. Margie Olson moved that we approve the minutes as distributed; second by Jay Tomlinson. Motion passed unanimously.

**Treasurer's Report:** Mark Olson presented the October 2024 Treasurer's report. Account balances are \$66,678.53 in the General Fund, \$23,546.92 in the Building Fund and \$19,487.62 in the Memorial Fund. Motion to accept the report by Jay Tomlinson; second by Margie Olson. Motion passed unanimously.

### **COMMITTEE REPORTS**

1. **Trustees:** Bryan Rusco reported that they had not met and he had nothing new to report.
2. **Pastor-Parish Relations:** Cathy Aldrich reported that the pulpit supply is complete through the end of this year. The committee will meet on December 12 with Sheri Rue presiding.
3. **Worship:** Linda Hane reported that the committee met on November 13. Patty Rusco is handling Advent. Volunteers are still needed for Children's Time. We will have some special music on Christmas Eve. This coming Sunday, November 24, is the All-Church Potluck and Church Decorating. Set up will be done on Saturday, November 23 at 10:30 AM. The committee will next meet on Tuesday, December 17 at 5:30 PM.
4. **Connections:** Jay Tomlinson distributed a report with details about their meeting on November 20 and their discussions about (1) the Round Robin Dinner Groups current positive results, (2) the completion of the *Journeys with the Messiah* study on November 8, (3) results of research by Pam Ransom about the Ely Food Shelf and the VCC Food Shelf, and (4) that Paula Mattila will make an announcement to the congregation about the available quilts and prayer shawls. They have changed their meeting time to the first Thursday of each month at 5 PM. Jay presented a motion from the committee to set up Ely Food Shelf cash/check donation baskets at each of the All-Church Potlucks and that we make an announcement to the congregation the week before each potluck. Also that we make quarterly announcements for the need for volunteers to help at the Ely Food Shelf. Second by Cathy Aldrich. Motion passed unanimously. Jay also presented an additional motion to hold quarterly food drives for the VCC Food Shelf and make announcements to the congregation prior to each. Second by Cathy Aldrich. Motion passed unanimously. Marge Forsberg will be checking into times and food lists.
5. **Memorial:** Marge Forsberg reported that Memorial Sunday went well and thanked Margie & Mark Olson for reading the names. Susan Laine supplied a beautiful cake. The Memorial Account has about \$4,000 committed to the completion of the Overflow Room Project out of the current balance.

6. **UMW:** Margie Olson reported that the Cardamom Bread Sale and Dessert Social brought in \$1180. After expenses are paid, one half of the remaining balance will be donated to Northwoods Partners. Sixteen more chair pads have been purchased. The UMW will have coffee with the residents at Carefree Living on Thursday, November 21 at 1:30 PM and their annual Christmas Luncheon will be at the GEL on December 17.
7. **Nominating Committee:** Pam Turnbull reported that the committee has met twice so far and is almost done filling all the needed slots. Many people were willing to continue in their current role and the committee was able to fill most of the other roles. One notable change will be Steve Nelson taking on the Chair of the PPR. They are still in need of a couple offering money counters to replace Cathy Aldrich.

### **OLD BUSINESS**

1. **Audio System:** Prior to the Committee Reports, Curt Laine presented the details of his research on improving our sound system, which included replacing the current CD player for worship music. He first recommended that we take care of licensing our broadcast music through CCLI at a cost of \$165 to cover using church music in our equipment and \$84 for streaming it. Margie Olson moved that we allocate \$250 to arrange this with CCLI. Second by Cathy Aldrich. Jay Tomlinson will take care of contacting CCLI. Motion passed unanimously. Curt also recommended moving the sound system components to the back of the sanctuary and purchasing a digital music system that contains music from numerous church hymnals, including ours, as well as other music, and allows for easy enhancement of whatever is playing using different instrumentation, number of verses, etc. We can probably get that system for about \$2750. He also recommended adding a mike over the choir and moving the current “audience” mike to the back of the sanctuary. We decided it would also be good to have a second hand-held mike that could be kept in the back for the ushers to take around as needed for announcements and prayer requests. The costs of the additional mikes and receiver units as well as the cables that will be needed would come to around \$1500 and there would be labor costs if we’ll need to hire an electrician for the work. Bryan Rusco moved that we allocate \$5,000, perhaps from the Memorial Fund, to cover the costs for the items that Curt had outlined. Second by Jeanne Tomlinson. Motion passed unanimously. Bryan Rusco will work with Curt and the Trustees in making this happen. The Memorial Fund Committee will determine if there are funds that can be allocated for this.
2. **Benevolence Fund:** Jay Tomlinson reported that he and Sheri Rue had discussed how the Benevolence Fund should not be a part of the “business” part of the church since it is actually in the “love” part of our church. He moved that we set up a separate checking account and deposit the funds currently in the line item in our general account designated “Benevolence” into this new checking account. A Benevolence Fund Treasurer would be nominated by the Nominating Committee and the Ad Council would make decisions regarding distributions of benevolence gifts from this account. Patty Rusco seconded the motion. During the discussion, Bryan Rusco offered an amendment to the motion to include the nomination of Jay Tomlinson as the Treasurer. Jeanne Tomlinson seconded the amendment. The amended motion was passed unanimously. Margie Olson suggested the checking account reside in either Frandsen Bank or the Credit Union and not Highland Bank. Jay will visit each and report to the Ad Council. Mark Olson and Sheri Rue will also be additional single signers for the account.

3. **Charge Conference:** Sheri Rue asked if we could have the Charge Conference (Church Annual Conference) on Sunday, December 29 instead of the earlier suggested dates. Dan Johnson will be providing the message on that Sunday and will keep it short and we'll move right into the Church Conference business at the end of the worship service. No one objected.
4. **Admin position:** Sheri Rue asked that each committee provide her with a list of tasks that they would like to have handled by a Church Secretary if we had one. She would like this list by the next Ad Council meeting on December 18.
5. **Confirmation update:** Sheri Rue reported that we have 10 confirmation students. They have had two meetings so far and that it is a good group of kids.
6. **Donation for hurricane affected areas:** Our offering taken on October 27 came to \$1405 as shown in the Treasurer's report. Mark Olson sent in a check for \$2405 that includes our promised \$1000 matching amount.
7. **Workshop with Marcia Alexander, Epworth UMC, Mpls:** Sheri Rue distributed copies of notes taken at the workshop held on October 19 that summarized some of the information that was compiled about our church and possible goals. It was clear from the workshop that many of us want to do more outreach.
8. **Cloud storage:** Tabled
9. **Building Use and Church Policies:** Tabled
10. **Church Handbook 2025** – Tabled
11. **Church Vision and Values** – Tabled
12. **Church Goals for 2025** - Tabled

### NEW BUSINESS –

1. **Budget for 2025:** Mark Olson distributed copies of the Proposed 2025 Budget compiled by the Finance Committee. Jay Tomlinson moved that we accept the budget as submitted for approval at the Church Conference. Second by Linda Hane. Motion passed unanimously.
2. **Northern Lights Clubhouse parking lot use request:** Pam Turnbull reported that someone from the Clubhouse came to the church during the UMW meeting asking to speak with the pastor to see if their organization could have permission to use our lower parking lot. They are having an open house for their new facility (a house close to our church) on Friday, December 6 from 4:30 to 7 PM. After some discussion we agreed that Pam would let them know that they can use our lower parking lot for that specific event. If they want to use it any other time we'll need to discuss this further.
3. **What are we looking for in a Pastor?** Sheri Rue asked that we think about this to discuss it further at our December meeting.

Correspondence - None

### Items of Information

1. **Next Ad Council meeting:** Wednesday, December 18 at 6:00 PM. Sheri Rue will do the Opening devotion.

The meeting adjourned at 8:15 PM with a group recitation of *The Lord's Prayer*.

Respectfully submitted,  
Jeanne Tomlinson, Ad Council Secretary