

## **ADMINISTRATIVE COUNCIL – MINUTES**

**March 21, 2018**

**Ely United Methodist Church**

**Call To Order:** Chair Jay Tomlinson called the meeting to order at 7:00 PM.

**Attendees (7):** Linda Hane, Lucy Diesslin, Marge & Mark Olson, Dana Thompson, Jay & Jeanne Tomlinson

**Opening:** Pastor Dana provided the “Opening Thought” from *Hymn Stories* reading the background and lyrics for “This Is The Day”, followed by prayer.

**Minutes:** The February 21, 2018 Ad Council minutes were approved as printed in the March 2018 *FISH*. Motion to approve by Mark Olson, second by Linda Hane. Motion approved.

**Treasurer’s Report:** Mark Olson presented the February 2018 treasurer’s report. Receipts & disbursements were \$6,208.60 & \$8,275.28, respectively. End of month balances: Building Fund \$17,483.28; Memorial Fund \$10,825.96; Parish Health Ministries \$400, R3 Project 2018 \$36, Safe Gathering \$387, available General Fund \$4,900.80. Motion to approve by Jeanne Tomlinson, second by Lucy Diesslin. Motion approved.

### **COMMITTEE REPORTS**

**Board of Trustees:** Pastor Dana reported following parsonage work: the windows have been varnished, all the walls, except in the bathrooms, have been repainted, curtains have been taken down from all the rooms, except his bedroom.

**Pastor-Parish Relations:** Jeanne Tomlinson reported the committee had met on March 14 and has started work on transition tasks. Sheri Rue is coordinating the May 20<sup>th</sup> “Dana Appreciation Celebration” and Linda Hane is lining up various persons/groups to handle the worship services on the Sundays between June 17 and July 22. Dana will be back to take care of July 1 and July 22. Linda will talk with Marshall Monthei, the college students, the Men’s Group and UMW for handling the other dates. We’ll be working next on identifying more transition needs and planning next steps to involve more church members in the process.

### **OLD BUSINESS**

- **Little Eagles Childcare Center, Inc.:** Pastor Dana reported that he’d not had a chance to speak with Amy Richter yet.
- **Copier Replacement:** Jay Tomlinson had researched possible copiers and found at least 15 on-line. Costs range between \$400 & \$600. We discussed getting one for just printing black or having the option of color. It was decided we’d primarily be printing black-only but having the color option would be good and wouldn’t impact the cost that much since one can select to copy “black-only” so the color ink cartridges would not need to be replaced very often. Marge Olson moved that we allocate up to \$500 to purchase a new copier, and that we also purchase one extra black ink cartridge. Second by Jeanne Tomlinson. Motion approved. Jay Tomlinson & Mark Olson will work together on selecting & ordering the copier. Mark Olson moved that we ask the Memorial Committee to cover the cost for the new copier. Second by Lucy Diesslin. Motion approved. Pastor Dana will bring it up at the next Memorial Committee meeting in May.

## **NEW BUSINESS**

1. **Name Tags:** Jay Tomlinson reported that the Visioning Committee has been looking into making name tags for church members to help our new pastor learn our names. The committee is requesting \$200 for the costs involved in what they are planning. Jeanne Tomlinson moved to allocate \$200 from Nurture & Membership to this. Second by Lucy Diesslin. Motion approved.
2. **Christmas Gifts for Carefree Living/Nursing Home residents:** Jay also reported that the Visioning Committee is working on a project of giving a Christmas gift to each resident in our local Carefree Living facility and Boundary Waters Care Center. There are about 100 residents and the thought is to give each a gift at a cost of about \$10 per person. The thought is to fund this with free-will offerings. The committee would like approval to proceed with the project. Linda Hane so moved, second by Mark Olson. Motion approved.
3. **Love Offering:** Lucy Diesslin moved that we once again guarantee a minimum of \$100 for our annual Love Offering that she'll take to the Conference the end of May. Second by Linda Hane. Motion approved. The date for the offering will be announced later.
4. **Safe Gatherings Allocation:** Dana commented that the Safe Gathering "designated" amount of \$387 shown in the Treasurer's Report was allocated in 2017 and that there are still funds set aside in the Memorial Fund to cover any additional training costs. Jeanne Tomlinson moved that the \$387 designated for Safe Gathering be "undesignated" and essentially moved back to the General Fund. Second by Lucy Diesslin. Motion approved.
5. **Piano Tuning:** Pastor Dana asked for guidance on where to direct the bill from the piano tuner for working on both the upstairs and downstairs pianos. Normally the upstairs piano is tuned periodically and covered from the General Fund but it had been indicated that the downstairs piano costs could be covered by the UMW. Jeanne Tomlinson will bring the issue up at the upcoming Guild/UMW meeting. In the meantime, Mark Olson will pay the bill.

## **ITEMS OF INFORMATION**

1. **March Pasties Report** – Pasties made: 683; Sales \$4099; Cost: \$1,279.93; Net Income: \$2,819.07.
2. **Ely UMC Lenten Supper** – we will be doing ours on March 22, 2018; start time is 3:00 PM. We'll be making 128.
3. **Annual Conference** – Pastor Dana and Lucy Diesslin will be signing up for the Church Conference which will be May 30 – June 1, 2018.

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

Respectfully submitted,  
Jeanne Tomlinson, Ad Council Secretary