

ADMINISTRATIVE COUNCIL – MINUTES

Thursday, November 16, 2023 at Ely United Methodist Church

Call To Order: Chair Jay Tomlinson called the meeting to order at 7:06 PM.

Attendees (7): Craig Haberman, Linda Hane, Don Ingerson, Margie & Mark Olson, Sheri Rue and Jay & Jeanne Tomlinson.

Opening: Pastor Craig shared some thoughts from a devotional book from St John's Abbey based on Psalm 131 noting "In you, Lord, I have found my peace". He then opened our meeting with prayer.

Minutes: The October 19, 2023 Ad Council minutes were approved as distributed in the *Parish News*. Motion to approve by Margie Olson, second Mark Olson. Motion passed.

Treasurer's Report: The October 2023 Treasurer's report was presented by Mark Olson. Current balances are \$52,156.29 in the General Fund, \$13,357.83 in the Building Fund and \$16,356.28 in the Memorial Fund. Motion to accept by Jeanne Tomlinson; second by Margie Olson. Motion passed.

COMMITTEE REPORTS

1. **Trustees:** Margie Olson reported that the Trustees have not met since the last Ad Council meeting so there was nothing new to report.
2. **Pastor-Parish Relations:** Sheri Rue reported that they met with our DS, Laurie Kantonen, after the service on November 5 to share information from the church profile. Laurie indicated we probably won't hear about our new pastor until towards the end of February 2024. Laurie had also commented that with our current average worship attendance between 40 & 50 we are not really a "small" church anymore. The committee is meeting on November 29 to work with Pastor Craig on salary for 2024. Pastor Craig's last Sunday with us will be June 16. We'll need to arrange for speakers for June 23 & 30. Jay suggested that one of those could be his Annual Conference report.
3. **Worship:** Linda Hane reported that Patty Rusco is lining up Advent wreath readers/lighters. Advent decorating will be after worship on Sunday, November 26 followed by a meal of chili & cornbread with potluck sides & desserts. December 24 will have a normal 10 AM Worship Service and our 5:30 PM Christmas Eve Service.
4. **Visioning/Outreach/Nurture & Membership:** Jay reported that it has been decided to combine these 3 committees into one, to be called **Connections**. He reported that the *Journey with the Messiah* Bible Study went well so they will continue with the next a second session in February 2024. They are working on having the men's group hosting a weekly dinner during the school year for anyone in the congregation or community to have a break from cooking on a school night. The objectives for these dinners would be to (1) provide companionship for those in attendance, especially the kids, (2) provide a touchpoint for new families, (3) be a catalyst for rekindling the men's group, (4) give parents a break from dinner preparation one night a week. The next steps in the process would be to check with our church families who have children to see if they felt this initiative would be something they would regularly participate in. Also, to gain any helpful information from other churches that provide weekly meals.
5. **Education:** No report
6. **Parish Care:** No report
7. **Memorial Fund Task Force:** Carol Linneman had sent in a copy of the minutes from their meeting on November 7. Memorial Sunday on November 5 went well. Twenty *Shadow and Light* Advent study books were purchased for \$173.37 and memorial funds will also be used to

pay an additional \$15 each for submitted pictures to be added our new pictorial directory. Carol is resigning as Chair; Marge Forsberg will be the new Chair.

8. **UMW:** Margie Olson reported that Pastor Craig will be taking about dozen dough balls and one of our dough roller “O” rings to the Alexandria church this next week on his way to Sioux Falls. They’ll be using those to set up the machine so that we can try it out for rolling out our pasty dough in January. Craig will pick up the machine on his way back. Marie also reported that the Shadow & Light women’s Advent study is going well with about 15 women attending. The UMW Christmas Luncheon will be Wednesday, December 6 at the Grand Ely Lodge. There will be a sign-up sheet at the church starting this Sunday to get a count of participants. Margie also reported that Paula Mattila is working on lap quilts to give to Carefree Living residents for Christmas. Paula invited anyone interested in helping to let her know.
9. **Nominating Committee:** Pastor Craig reported that the committee has met several times and will be reporting on the results at our Church Conference. Some notable nominations are: Sheri Rue for Ad Council Chair, Pam Turnbull for Ad Council Vice-Chair, Cathy Aldrich as PPRC chair, Bryan Rusco as Trustee President, Marge Forsberg as Memorial Chair. New committee members will be Lucy Luthens for the PPRC as a youth representative, Anna Urbas for Connections and Ginny Nelson to Memorial. He also reported that Patty Niskala will be our sole Financial Secretary and Devon Luthens & Cathy Aldrich will be Money Counters. They are revising money handling processes and will have a notebook in the office with the new procedures.

OLD BUSINESS

1. **Church Directory Project:** Jay and Jeanne are finalizing the files and paperwork to be sent to Universal Church Directories for them to proceed with a Proof printing. These will be sent by the end of the week. We had 44 photos taken by UCD and we have 37 digital photos we’ll be submitting. We’ll get 81 directories to give to each photo group. We get 5 “credits” based on the number of UCD sittings and are using 2 of those to cover the cost of getting the on-line directory app, 2 to pay for 14 of the submitted digital photos and 1 to get us 8 additional directories (20% of the UCD sittings). We recommended ordering an additional 20 directories to have available for handing out to new members. Direct cost to our church will be \$505: \$345 for the 23 additional submitted photos at \$15 each plus \$160 for the 20 additional directories at \$8 each. Margie Olson, on behalf of the Memorial Committee, indicated that this would be covered by Memorial funds.
2. **Rule of Christ Study:** Pastor Craig has arranged with John Nowell, a Rule of Christ trainer, to come on Sunday, January 28. He’ll meet with everyone from 11:30 AM to 1 PM, then we’ll have lunch and then he’ll meeting with the PPRC starting at 1:20 PM. An ending time was not specified for the later meeting. Sheri asked if we could possibly do lunch right after worship with the two meetings following. Pastor Craig gave John’s contact information to Sheri and she’ll do the following with John on those questions.
3. **Remote Video Streaming:** Jay reported that Mauro is still checking for equipment that would allow our camera to be fully remote controlled. Jay will also contact Voltz.
4. **Sponsoring a tree for Northwoods Partners’ Festival of Trees:** Pastor Craig reported that Northwoods Partners had enough trees purchased and that our donation of \$105 (tree cost of \$55 and \$50 to cover tree decoration costs) we had decided on would go towards the costs of putting on the Festival of Trees.

NEW BUSINESS –

1. **Presentation of the 2024 Annual Budget:** Finance committee members Mark Olson, Jay Tomlinson and Pastor Craig Haberman met to prepare the 2024 church annual budget. Mark distributed copies to the meeting attendees. The pastor's salary has not yet been decided, nor have some of the other ministerial support figures so the focus was on the Connectional Ministries and Church Administration & Program accounts. Linda Hane moved that we approve the budget figures that we discussed; second by Jeanne Tomlinson. Motion passed.
2. **Ely UMC's portion of Semer's Park picnic expense:** Margie Olson moved that we authorize payment of \$45 to Mary Groeninger to cover our share of the costs. Second by Sheri Rue. Motion passed.
3. **Donation to Wes Weisinger:** Margie Olson asked if we could make a donation to Wes Weisinger to help cover some of his medical costs. It was decided that we should have a "free will offering" on a coming Sunday to allow the church family to participate. It will be held on November 26 and announced this coming Sunday. Pastor Craig will also include a short note about it in the *Parish News*.
4. **Door lock combination:** We briefly discussed possibly changing the combination on our door locks since we don't really know who has the combination and decided that it wasn't really that much of a problem. We have had some problems with the front door not actually locking when the Lock button is pushed, mostly because the two doors don't always line up properly when closed. It was decided to simply put in a brief instruction in the *Parish News* about double checking that the door is actually locked.
5. **Decorating trees at the housing apartments:** Sheri Rue reported that she & Chris Urbas are going to work with Sunday School families to set up and decorate three Christmas trees at Pioneer. Mark and Margie Olson may set up a tree in Sibley. Zenith now locks their community room so we won't be setting up a tree there.
6. **Pastor Craig's retirement party:** We decided that we'll do this after Pastor Craig's last worship service on June 16 in our Fellowship Hall. Sheri Rue will also be inviting people from the various groups that Pastor Craig is very involved with (ECR, Northwoods Partners and the North American Bear Center).
7. **Ely All-Class Reunion:** Sheri Rue reported that the All-Class Reunion (for all Ely school graduates over the years) will be held on either June 30 or July 7 and will include a community wide church service. She will be working with Pam Turnbull in identifying graduates from our church that we can send a personal invitation to attend our church while in town for the Reunion.

Items of Information

1. **Next Ad Council meeting:** Thursday, December 21, 2023 following the Church Conference.

The meeting adjourned at 8:43 PM with a group recitation of *The Lord's Prayer*.

Respectfully submitted,
Jeanne Tomlinson, Ad Council Secretary