

## ADMINISTRATIVE COUNCIL – MINUTES

Wednesday, January 17, 2024 at Ely United Methodist Church

**Call To Order:** Chair Sheri Rue called the meeting to order at 6:02 PM.

**Attendees (14):** Cathy Aldrich, Marge Forsberg, Craig Haberman, Linda Hane, Don Ingerson, Mark & Margie Olson, Sheri Rue, Bryan & Patty Rusco, Jay (via Zoom) & Jeanne Tomlinson, Pam Turnbull and Tiffany Zemke

**Opening:** Patty Rusco shared some thoughts about “dunamis” as described in *Dynamite Prayer* as well as sharing some excerpts from the book and another book, *Holiness Day by Day* and then read the “breakthrough prayer” from *Dynamite Prayer*. Sheri Rue announced she’ll be asking Ad Council members to do the Opening devotion and prayer at future meetings. Pam Turnbull will take care of our next meeting.

**Minutes:** Margie Olson pointed out that our December meeting minutes had the wrong date. It had incorrectly specified “November 21”. Mark Olson moved that we approve the corrected December 21, 2023 minutes; second by Margie Olson. Motion passed.

**Treasurer’s Report:** The December 2024 Treasurer’s report, which is also a Year-End report, was presented by Mark Olson. Current balances are \$53,025.49 in the General Fund, \$13,391.34 in the Building Fund and \$21,375.81 in the Memorial Fund. Motion to accept by Jeanne Tomlinson; second by Pam Turnbull. Motion passed.

### COMMITTEE REPORTS

Sheri prefaced the reports with a talk about our responsibilities as church leaders and pointed out the 2019 copy of the *EUMC Handbook of Responsibilities* as a starting guide and to help determine what needs to be updated in it. She asked Jeanne to send her an electronic copy for distribution to the Ad Council members.

1. **Trustees:** Bryan Rusco reported that the committee will be meeting quarterly in January, April, July and October on the 2<sup>nd</sup> Wednesday of the month at 6 PM. At the first meeting this year they had discussed some plumbing issues as well as preparing a fairly lengthy list of work to be done on the parsonage after an inspection. Some of the work will need to be done before the new minister arrives; others would be nice if we can. The other two discussion items were:
  - **Church Insurance:** Our current insurance company is discontinuing our coverage as of the end of January. Pastor Craig, Mark and Margie had researched possible companies and recommended “Church Mutual” which several other Ely churches use. The price quoted for coverage of our church and parsonage for a year is \$5134.11. They also offer Workman’s Compensation for \$450 which we would pay for separately. Bryan moved that we go with “Church Mutual”; second by Jay Tomlinson. Motion passed.
  - **Remodel Project:** Prior to the meeting Ad Council members had received a copy of a Trustees Project Proposal detailing some remodeling of the current storage/choir room into a kitchenette/serving room as well as making various changes to the overflow area to encourage fellowship following the worship service. (Refer to the Project Proposal document for more details). Pam Turnbull is planning to ask the Memorial Committee to allocate funds given in Rod Loe’s memory to help cover the initial cost of this project. After some discussion, Bryan moved that we proceed with the project as described with Pam Turnbull as Project Manager; second by Cathy Aldrich. Motion passed.

2. **Pastor-Parish Relations:** Cathy Aldrich shared some information she'd received from some parishioners. Some questioned why we are still using a camera to film the worship service and some stated they don't want to be filmed as part of the service. Even though some of our "watchers" enjoy seeing who is in church, it was agreed that we should probably not be doing it without participant permission. Jay will let Liddy Sheppard and Devon Luthens know that they should stop scanning the congregation. Scott Meland has offered to help look into our current camera capabilities and will meet with Sheri, Craig, and Jay to determine what needs to happen to improve our ability to remotely broadcast our worship service and other events.
3. **Worship:** Linda Hane reported that the committee will be meeting on January 22 to plan for Lent and Easter. She also relayed some comments from some members of the congregation who would like more of the "familiar" hymns. Cathy Aldrich asked that we put the hymnal page number for the Doxology in the worship bulletins.
4. **Connections:** Jay Tomlinson reported that the committee met on January 10 with members of the Ad Council in a special meeting to address the Benevolence Fund Directives document presented at the December 21 Ad Council meeting. The discussion included a review of how the directives were developed by the Visioning Committee followed by various suggestions and concerns. The outcome of the meeting was that more work needs to be done to refine the directives and our policy of benevolence giving. Jay moved that the Benevolence Fund Directives document be a working draft of the procedure for benevolence fund distributions with an ad hoc committee and a designated chair to be appointed by the Ad Council to further refine the draft to its final form. Second by Jeanne Tomlinson. Motion passed. The Ad Council appointed Pam Turnbull, Don Ingerson and Jay Tomlinson to the Ad Hoc Committee and will approach 3 others to determine their interest and willingness to service on the Ad Hoc committee.
5. **Education:** A suggestion has been made that there be back-up Sunday School curriculums available to help any parents who might want to step in to handle Sunday School when Chris Urbas is not available. Pastor Craig reported that Chris Urbas has some ideas for that and that she's also been working with the parents of the kids to get additional activity ideas, one of which was having the kids & parents set up the Pioneer Apartment Christmas trees with a follow-up pizza & ice cream lunch. Sheri and Craig will meet with Chris Urbas and Devon Luthens to examine some other curriculum possibilities.
6. **Parish Care:** Tiffany Zemke announced that she'll continue providing "health tips" in *Parish News* and is planning to check the current first aid kits to ensure that they are complete, possibly getting the hospital to donate any needed supplies. She's also planning to do a hands-on training in CPR and AED in April and asked for a time recommendation. Sunday afternoon was suggested. Later in the meeting, Sheri brought up the idea of possibly making this position a "Church Resource" as opposed to a committee position since their responsibilities don't really require monthly reporting. After some discussion, Pam Turnbull moved that **Parish Care** be designated as a Church Resource and no longer listed as a committee position in the Ad Council. Second by Linda Hane. Motion passed. Sheri will talk with Devon and Tiffany to ensure the change of the committee format works for them.
7. **Memorial Fund:** Marge Forsberg reported that they will be meeting quarterly in February, May, August and November on the 2<sup>nd</sup> Tuesday of the month at 9 AM. She also requested that the committee needs to be approached with a request for funds instead of people deciding that memorial funds will be used.

8. **UMW:** Margie Olson & Jeanne Tomlinson reported that the UMW had met earlier in the day and talked about the success of the dough rolling machine for pasties and that they'd voted to purchase it for \$750. It had been suggested by LaVerne Lindholm and Julie Ericson that perhaps Bob Lindholm memorial funds could be used to cover the cost. UMW also approved covering the costs of the Rule of Christ Training lunch. Linda Hane had brought up some notecards she had just run out of and wanted to see about getting more. These were ones that had the sunrise picture of the church. Linda Hane reported that she'd gone straight to the Ely Echo after the UMW meeting and had talked with Nick Wognum about the cards – and he pulled a copy out of their records and proceeded to make 500 copies and donated them to the church. The UMW will be discussing how to handle the donation.

### **OLD BUSINESS**

1. **Directory Update:** Jeanne will be sending in the corrections this week so we should get our new directories in 6-8 weeks. After that we should also get instructions for the directory as a telephone app.
2. **Dynamite Prayer:** Sheri reported that 260 books had arrived last week and 254 have been distributed with only 13 mailed locally and 58 mailed to those who live elsewhere. Many of the Sunday's congregation had helped by volunteering to take books to persons who hadn't come to church. Those receiving the books were appreciative.
3. **Rule of Christ Training:** Sheri Rue reported that the post cards had been sent and we all should have received one.
4. **Remote Video Streaming:** Jay reported that Mauro from Custom Theater had determined that our camera cannot be set up to be used remotely.
5. **Pastor Craig's retirement party:** Tabled.
6. **Ely All-Class Reunion:** Tabled.

### **NEW BUSINESS** –

1. **Church Policies:** Margie Olson reported that the Trustees are still working on the Building Use policy. She has stated that there are numerous policies that need to be documented. One such policy is how much to pay substitute ministers and piano/organ players. Pastor Craig reported that he's putting a notebook together where these could be store for reference.
2. **Church Mission, Vision, Values:** Sheri had distributed a copy of the MN Annual Conference Mission, Vision and Values and that we should review those and think about developing them for our church.
3. **Church Goals for 2024:** Sheri suggested we develop some goals for this year. Pastor Craig cautioned us on making too many since the new minister will want to be a part of that development. Sheri suggested a goal of improving our post-worship Fellowship time and that we should be good models by volunteering to sign up for it. Jay suggested a goal of increasing our average worship attendance by 5%.
4. **Church Conference Minutes procedures:** Pam Turnbull had noticed that the copy of the Annual Church Conference minutes had been distributed with the *Parish News* but there had been no formal approval of the minutes. Apparently there has never been a procedure to do that so that needs to be addressed.
5. **Annual Conference:** Sheri reported that she and Cathy Aldrich would like to attend the Annual Conference. It was noted that we don't yet have an official alternate to our current delegate, Jay

Tomlinson. This will be discussed further at a future meeting in addition to deciding about expense coverage.

### **CORRESPONDENCE**

1. Mark Olson reported that he had received a thank-you from Northwoods Partners for our 2023 donations.

### **Items of Information**

1. **Next Ad Council meeting:** Wednesday, February 21, 2024 at 6:00 PM.

The meeting adjourned at 8:30 PM with a group recitation of *The Lord's Prayer*.

Respectfully submitted,  
Jeanne Tomlinson, Ad Council Secretary