

## ADMINISTRATIVE COUNCIL – MINUTES

December 19, 2018

Ely United Methodist Church

**Call To Order:** Chair Jay Tomlinson called the meeting to order at 7:26 PM.

**Attendees (13):** Butch & Lucy Diesslin, Rich Floyd, Craig Haberman, Linda Hane, Dan & Bev Johnson, Margie & Mark Olson, Norm & Donna Rusco, Jay & Jeanne Tomlinson

**Opening:** Pastor Craig provided the “Opening Thought” from the Christmas story use of “in those days” and the angel saying “born this day” and pointed out how Christ’s coming is all about “now”.

**Minutes:** The November 28, 2018 Ad Council minutes as printed in the January *FISH* (which had just been printed and prepared for mailing) were approved. Motion to approve by Butch Diesslin, second by Linda Hane.

**Treasurer’s Report:** Mark Olson presented the November 2018 treasurer’s report. Receipts & disbursements were \$9,432.21 & \$9,525.90, respectively. End of month balances: undesignated funds \$12,331.57; Building Fund \$8,859.76; Memorial Fund \$10,554.71; Parish Health Ministries \$400; R3 Project \$187.25; 2018 Gift of Giving Project \$1,169, Landscape Project \$199.16. Motion to accept by Linda Hane, second by Butch Diesslin. Motion approved.

### COMMITTEE REPORTS

- **Board of Trustees:** There was no formal report but the group expressed appreciation to Butch Diesslin for his work on the front & back door handles, replacing them with lever type handle.
- **Memorial Fund Task Force:** Marge Olson reported that white boards have been ordered and should arrive by December 21.
- **Finance:** Butch Diesslin will transition his position to Beverly Johnson, the new Finance Committee chair.
- **Pastor-Parish Relations:** Jeanne Tomlinson reported the Dec 9 Parsonage Open House went very well with over 50 people attending.
- **Worship:** Linda Hane reported that the children will be singing in church on December 23. There will be special music from the church choir and others for the 5:30 PM Christmas Eve service.
- **Parish Health Ministry:** Donna Rusco reported that the January *FISH* has a detailed article about this ministry. She emphasized the she and Marge Olson are available any Sunday for taking blood pressures as needed.
- **Visioning:** Rich Floyd reported on the following.
  - **Gift of Giving:** All the gifts have been purchased and prepared for distribution. The BWCC (nursing home) distribution will be Thursday, December 20 at 10:30 AM. Carefree Living (assisted living) gifts will be handed out at their Christmas party on Wednesday, December 26 at 1:30 PM.
  - **Growth Program:** This is still in the planning stage but currently it looks like Keith & Sheri Rue will conduct 6 weekly sessions at 1 PM on Sundays starting on February 3.
  - **Bulletin Prayer List:** The committee is discussing having a Sunday bulletin insert listing persons for whom prayers were requested
  - **Weekly Bible Study:** There are still conversations about setting up a weekly Bible Study during the work week.
  - **Comfort Baskets:** Two more baskets were distributed this past month.

### OLD BUSINESS

1. **Church Use and Equipment Use Forms:** The Equipment use forms & instructions have been set up on the door in the Fellowship Hall storage area where the garage keys are kept; Pastor Craig has the Building Use forms. There is an article in the January *FISH* informing people about their use.
2. **Ecumenical Prayer Service:** Pastor Craig reported the service will be held at our church at 7 PM on Sunday, January 20. We will need to provide ushers and fellowship coffee and refreshments.

### NEW BUSINESS

1. **Parking Lot Lights:** Marge Olson reported that the parking lot lights that are supposed to go on when it gets dark aren't working. The bulbs have been replaced but it appears to be a sensor issue. Bryan is going to work on it. It was suggested that we perhaps just look at putting in motion sensor lights.
2. **Bullseye Cleaners:** Marge Olson reported that she's been working with the company who provides the janitorial service to our church to correct some situations noticed by the UMW group. She met with Lori Boes and there is a new checklist for the janitor that he should be using.
3. **Christmas Poinsettias:** Pastor Craig reported that 18 have been ordered and will be delivered on Thursday, December 20. It was discussed that in the past they were delivered on Christmas Eve but it was felt that earlier meant we could enjoy them longer. Lucy Diesslin moved that in the future we order them so we can have them in the sanctuary 2 Sundays prior to Christmas; second by Donna Rusco. Motion passed.

### Correspondence

1. Thank you from Northwoods Partners for our annual donation.
2. Christmas Cards from church members
3. Letter from our sponsored child. It was recommended the letter be put into the next *FISH*.

### Items of Information

1. **Lenten Suppers for 2019:** Our church has been scheduled for April 11 but we are seeing if we can switch with the Presbyterian Church to host it on March 21 instead so that we can make the dough balls for it at our normal pasty dough making time (March 18).

The meeting adjourned at 8:12 PM with a unison reciting of *The Lord's Prayer*.

Respectfully submitted,

Jeanne Tomlinson, Ad Council Secretary

## **ANNUAL CHURCH CONFERENCE – MINUTES**

**December 19, 2018**

**Ely United Methodist Church**

**Call To Order:** Pastor Craig Haberman called the meeting to order at 7:00 PM.

**Attendees (13):** Butch & Lucy Diesslin, Rich Floyd, Craig Haberman, Linda Hane, Dan & Bev Johnson, Mark & Marge Olson, Norm & Donna Rusco, Jay & Jeanne Tomlinson

**Devotional:** Pastor Craig provided an opening thought with a devotion based on I Peter 2:9-10 about blessings and responsibility.

**State of the Church:** Pastor Craig referred us to the distributed 2018 Annual Church Conference booklet containing a brief statement about the state of the church from his observations over his first five months as our pastor. In summary, our church does many things well and is still financially sound. He expressed his

gratitude for the way the congregation welcomed him and stepped in during the transition time to cover needed tasks.

**Budget 2019:** The proposed budget for 2019, totaling \$106,819.75 was submitted with a motion to approve by the Financial Committee. Second by Jay Tomlinson. Motion passed unanimously.

**Nominations Report:** The nominations for the 2021 classes of the following committees were:

**Board of Trustees:** Marge Olson, Pam Turnbull, Jim Peterson

**Pastor-Parish Relations:** Linda Hane, Sara Archambault, Gerald Niskala. Sue Peterson was nominated for the 2019 class to replace a member who had resigned.

**Nominations & Personnel:** LaVerne Lindholm, Pat Olson

Pastor Craig asked for any additional nominations. There were none. Pastor Craig, representing the Nominating Committee, moved to accept the nominations as submitted ; second by Lucy Diesslin. Motion approved unanimously.

**Ad Council Nominations:** Pastor Craig noted that some positions for the Administrative Council were not yet filled: Lay Member to Annual Conference, Lay Member Alternate, and Chairperson of the Board of Trustees since that person is elected by the Trustees at their first meeting. He also noted that some Worship Committee positions were not filled and are currently under review. Rich Floyd questioned the combination of the Visioning/Outreach Programs in the booklet since that had not yet been officially decided by the Ad Council. So those programs were split out leaving no Outreach Program chair. Motion to approve by Rich Floyd; second by Butch Diesslin. Motion passed. Approved for the Ad Council were the following:

Chairperson: Jay Tomlinson

Vice Chairperson: Keith Rue

Recording Secretary: Jeanne Tomlinson

Lay Leader: Patty Rusco

Chairperson – Finance and Stewardship: Bev Johnson

Chairperson – Pastor Parish Relations: Jeanne Tomlinson

Church Treasurer: Mark Olson

Program Chairpersons

Worship: Linda Hane

Nurture and Membership Care: Bonnie Bergland

Superintendent of Sunday School: Chris Urbas

President UMW: Bonnie Bergland

Parish Nurse: Donna Rusco

Visioning: Rich Floyd

**Membership Status:** Pastor Craig referred us to the distributed booklet containing the detail statistics for our membership. It was noted that the number listed for the Preparatory Members (Baptisms) should be 4 and not 3. With 3 Professions of Faith in 2018 our Full Membership Roll went from 184 to 187.

The was no other business required.

Motion to adjourn by Lucy Diesslin; second by Marge Olson. The meeting adjourned at 7:12 PM.

Respectfully submitted,

Jeanne Tomlinson, Ad Council Secretary