

## **ADMINISTRATIVE COUNCIL – MINUTES**

**January 16, 2019**

**Ely United Methodist Church**

**Call To Order:** Chair Jay Tomlinson called the meeting to order at 7:02 PM.

**Attendees (10):** Lucy Diesslin, Craig Haberman, Linda Hane, Dan & Bev Johnson, Carol Linneman, Margie & Mark Olson, Jay & Jeanne Tomlinson

**Opening:** Pastor Craig provided the “Opening Thought” sharing how he had heard a comment in town about our church having “volunteers all over town” and what that says about our congregation. He also commented how there is always a need for many people to keep a community going. He then opened with prayer.

**Minutes:** The December 19, 2018 Ad Council minutes and December 19, 2018 Annual Church Conference minutes were distributed. Motion to approve both by Bev Johnson, second by Carol Linneman. Motion approved.

**Treasurer’s Report:** Mark Olson presented the December 2018 Treasurer’s Report. He commented that our apportionments for 2018 had all been paid, our Reach-Renew-Rejoice 2018 donation of \$1,000 had been paid, how high our December receipts were even without any pasty sales income and that our year end General Fund balance was the highest that he could remember. It was noted that it was primarily because of the one month (July) of no minister’s expenses. Receipts & disbursements were \$12,792.20 & \$10,943.08, respectively. End of month balances: Undesignated Funds \$15,209.53; Building Fund \$8,860.89; Memorial Fund \$10,909.26; Parish Health Ministries \$400; R3 Project \$112.25; 2018 Gift of Giving Project \$15.16, Landscape Project \$399.16. Motion to accept by Jeanne Tomlinson, second by Linda Hane. Motion approved.

### **COMMITTEE REPORTS**

- **Board of Trustees:** There was no formal report but Pastor Craig mentioned that the committee would be meeting on January 28 at 7 PM.
- **Memorial Fund Task Force:** Carol Linneman reported that they’d had an unscheduled meeting about the white boards that were purchased to replace the two Fellowship Hall blackboards. One had arrived damaged and a replacement had been received. The next meeting will be February 5 at 9 AM.
- **Pastor-Parish Relations:** Jeanne Tomlinson reported the committee had met on Monday, January 7 and discussed the success of the Dec 9 Parsonage Open House and had decided that they now don’t need to meet every month as they have been through the pastoral transition. The next meeting was scheduled for March 11 at 5:30 PM. Pastor Craig has a conflict now with that date so that may be rescheduled.
- **Worship:** Linda Hane reported the committee will meet on Tuesday, February 5 at 7 PM to discuss Lent and Easter worship opportunities which will include Ash Wednesday and Maunday Thursday services.
- **Visioning:** Jay Tomlinson reported the committee would be meeting the next day, Thursday, January 17 at 7 PM and that the *Vine & Branches* Bible Study would be starting on February 3.

## OLD BUSINESS

1. **Parking Lot lights:** Marge Olson reported that Cunningham Electric will be replacing the lights. They will be LED lights for some electric cost savings.
2. **Bullseye Cleaners:** Marge Olson stated that the cleaning problems (or lack thereof) appear to be resolved for now. We discussed the need for an annual “Spring Cleaning” for the church which hasn’t been done for awhile. The UMW will discuss this at their next meeting.

## NEW BUSINESS

1. **Reach-Renew-Rejoice:** Jay Tomlinson apologized for having not had this on the December 2018 Ad Council agenda but reported that we’d held an “email vote” in December to approve sending \$1,000 in for our 2018 donation for this conference project and to hold the balance of \$112.25 as a startup for our final 2019 donation. Jeanne Tomlinson moved that we set our goal at \$500 for the final year; Marge Olson seconded the motion. During the discussion it was expressed that we should simply shoot for the same amount that we’ve given for the previous 3 years. Jeanne amended her motion to set our goal at \$1,000 and send in whatever we manage to raise, even if it is over the goal. Amendment second by Mark Olson. Motion approved. Linda Hane recommended that we make an announcement at church about it to explain what it is for. Lucy Diesslin recommended that we do that several times through the year.
2. **Unfilled positions on the 2019 Nominations report:** As mentioned in the 2018 Annual Church Conference minutes there were several positions that had not been filled, including the Lay Member to Annual Conference. Jay Tomlinson has agreed to take this position. The Board of Trustees will be voting for their Committee President when they meet on January 28. The Worship Committee and Nurturing/Membership committee chairs will be discussing a possible rework of some of the “sub-committee” positions.
3. **Review Committee Structure and Responsibility Descriptions:** As a result of some of the discussions during the nomination committee meetings and the church conference over some of the current committees, it was felt that we should review the 2006 church document which outlines the various church committee positions and responsibilities. Jeanne Tomlinson offered to chair an ad hoc committee to work on these to update the document as well as discuss and recommend possible changes.
4. **Black Chalk Boards:** We briefly discussed what to do with the blackboards that have been replaced. Since they have deteriorated to the point of no longer being very useful to anyone it was decided that Mark Olson would take them to the dump. It was mentioned that Butch Diesslin is planning to work on the damaged white board. It had been replaced but the company didn’t want it returned so Butch is planning to work on it to salvage part of it for possible use.
5. **Hosting Ely-wide Prayer Service for Christian Unity on January 20:** Pastor Craig has been working with the other ministers in town to put together the program for this service which will be held this Sunday, January 20 at 7 PM. It will be a series of hymns, scripture readings and prayers. Sharon Luthens will be playing. We need to set up for refreshments in the annex. Each church is supposed to provide one pan of cookies or bars. Linda Hane offered to set up the coffee. Bev Johnson offered to bring a pan of bars, Jeanne Tomlinson will leave some packages of Girl Scout cookies in the refrigerator in case they are needed.

## Correspondence

There was no correspondence.

## Items of Information

1. **Lenten Suppers for 2019:** We will be hosting our Lenten Supper on March 21. This is earlier than we normally have done it but it works better for making the dough balls for the small pasties since that will be the same week as our regular pasties. We discussed how many we should make since we had difficulty in 2018 selling the extra pasties we'd made. It was noted that this would probably give us less to donate to community organizations since the sales from the extra pasties normally create the kitty for that donation. Marge Olson moved we make just 96 this year. Second by Jeanne Tomlinson. Motion passed.
2. **January Pasties Report:** Pasties made: 785; Sales \$4,729; Cost: \$1,429.24; Net Income: \$3,299.76. Last January we made 735.
3. **Confirmation:** Pastor Craig reported that we might have a fifth confirmation student. He's been having conversations with Tammy Johnson about adding Matt Johnson.
4. **Annual Audit:** Bev Johnson announced that the annual church audit was scheduled for January 23 at 7 PM. The Audit Committee consists of Richard, Floyd, Bev Johnson and Dave Markwardt.

The meeting adjourned at 8:20 PM with a unison reciting of *The Lord's Prayer*.

Respectfully submitted,  
Jeanne Tomlinson, Ad Council Secretary