

ADMINISTRATIVE COUNCIL – MINUTES

September 19, 2018

Ely United Methodist Church

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

Attendees (15): Bonnie Berglund, Butch & Lucy Diesslin, Rich & Toni Floyd, Craig Haberman, Linda Hane, Dan Johnson, Carol Linneman, Mark Olson, Bryan Rusco, Donna & Norm Rusco, Jay & Jeanne Tomlinson

Opening: Pastor Craig provided the “Opening Thought” from a book of essays by Marilyn Robinson, *When I Was A Child I Read*”, quoting various texts from an essay titled “Wondrous Love”.

Minutes: The July 18, 2018 Ad Council minutes as printed in the August *FISH* and the August 19 Ad Council ad hoc meeting minutes as printed in the September 2018 *FISH* were approved as printed. Motion to approve by Lucy Diesslin, second by Linda Hane. Motion approved.

Treasurer’s Report: Mark Olson presented the July and August 2018 treasurer’s reports. Receipts & disbursements for July were \$10,285.25 & \$2,249.11, respectively. Receipts & disbursements for August were \$8,467.92 & \$8,854.47 respectively. End of month balances (August): Building Fund \$9,626.97; Memorial Fund \$10,911.60; Parish Health Ministries \$400, R3 Project 2018 \$167.25, Gift of Giving \$782, Landscape Project \$200, available General Fund \$12,847.68. Motion to accept the July and August reports by Jeanne Tomlinson, second by Toni Floyd. Motion approved.

COMMITTEE REPORTS

- **Board of Trustees:** Bryan Rusco reported that the parking lot crack sealing and line painting had been completed and that the tub and shower sealing in the parson was completed. The A/C units in the parsonage still need to be installed. With the church front lawn being landscaped there won’t be a need for mowing in September & October but we’ll need folks to sign up for snow shoveling in November and December.
- **Memorial Fund Task Force:** Carol Linneman reported the next meeting will be on November 6. They had received a request from the choir for music for the Thanksgiving and did a “phone vote” to approve the funds.
- **Finance:** Butch Diesslin reporting the committee will be meeting in November to prepare the 2019 Budget.
- **Pastor-Parish Relations:** Jeanne Tomlinson reported the committee met on September 12 and reviewed Pastor Craig’s “time-away” plans: Oct 4-6 for the Reach Conference in Sioux Falls; Oct 8-13 for family commitments; Nov 12-16 for Continuing Education in Buffalo, New York; Nov 17-23, Dec 25-27 and Dec 21-Jan 2 for vacation. Jeanne also announced a Parsonage Open House to be co-hosted by Pastor Craig and the PPR on Sunday, December 9 from 3-5 pm. This will be open to all the church family, including children. The next meeting will be Wednesday, October 17 at 5:30 pm.
- **Outreach:** Toni Floyd reported that with the 100 pillowcases that H2H did in August, we have reached our goal of 1,000 pillowcases since 2010. These

colorful pillowcases go to pediatric wards in Duluth and are given to hospitalized children. She shared some pictures and an email from parents of one of the children who received a pillowcase to give everyone a feel for how these pillowcases help.

- **Worship:** Linda Hane reported that Pastor Dana will be covering the service on November 19 when Pastor Craig will be gone. She will contact him to see if he'll want any assistance with the service.
- **Parish Health Ministry:** Donna Rusco reported that she and Norm have been visiting a number of the shut-ins and post-surgery church members. Bonnie Berglund reported that she had 500 File of Life forms printed at the Echo and will be speaking about the File of Life – and distributing them - at Eagle's Nest.
- **Visioning:** Rich Floyd reported on the following:
 - **Comfort Baskets:** There had been some confusion with the distribution policy & procedures of the baskets so the committee formalized those.
 - **Kid's Movie:** *Charlotte's Web* will be shown at the church on Sept 23 at 2 pm. Arrangements have all been taken care of for prep of the sanctuary and popcorn & snacks. Each child was sent a "Golden Ticket" giving them free admission, and free snacks, as a way of spreading the word and making the kids feel special.
 - **March Movie:** The committee discussed having a study session subsequent to the next movie. Details to be decided.
 - **Kid's Club:** The meeting date has been changed to Thursday to accommodate Jan Rue's work schedule. The time will still be 3-5 pm. The first club meeting will be Thursday, October 4.
 - **Advent Study:** Pastor Craig will lead a 4 week Advent study starting Sunday, November 25. Two sittings are being considered for each session, one on Sunday afternoons and one on the following Monday evenings.
 - **Idea for a sub for Sunday worship when Pastor Craig is out of town:** Have one or more church members share their story.
 - **Idea for a Bible Study:** Reading & contemplating passages from *The Vine & Branches*"

OLD BUSINESS

- **Parsonage small window problem:** When the crews were working on cleaning & fixing the windows, Butch Diesslin had been able to fix some of the issues with the siding on the parsonage that were impeding the opening of some of the windows. However, the window in the small upstairs bathroom is still impeded because more extensive fixes to the siding would be required. As the window still opens up to 4 inches and the bathroom has a fan, it was moved that we just leave it as is. Motion by Mark Olson, second by Rich Floyd. Motion approved.
- **Landscape Project:** Dan Johnson reported that the planned work for the landscaping had been completed a couple weeks earlier than planned, but that with the heavy rains from Saturday night that washed away a lot of the new

topsoil and seed, some re-work will be required. He'll be watching for a day without rain to do that.

NEW BUSINESS

1. **Retirement of Stanley and the Giving Tree / Outreach Committee:** Toni Floyd reported that in view of the decline of acceptable food donations for Stanley and that we have been receiving primarily monetary donations instead, it might be best to change of the Food Shelf drive to sometime in March when they have a special drive that gets an additional percentage donated by the Council of Churches Foundation. Since Stanley is essentially a "fall" themed focus, Toni spoke with Chris Urbas who is interested in using Stanley for a possible Sunday School project.

Along that line, because of the problems we've had with confusing tags and getting full participation for the Giving Tree, and because we are doing the "Gift of Giving" for the assisted living and nursing home residents this year, Toni recommended we discontinue the Giving Tree. Chris Urbas expressed an interest in having the kids doing something along that line, perhaps focusing on getting gifts for one child.

Toni also pointed out that when she was asked to do Outreach, Stanley and the Giving Tree were the only two projects in addition to the Hearts Two Hands she was already doing for which she was to be responsible. She's listed as the chair of the Outreach Committee but there is no real committee, it is just her. When Jay read the responsibilities of the Outreach Committee from the 2006 Church Servants Handbook, it sounded more like what the Visioning Committee has been doing since it was formed. Jay suggested that we change the Visioning Committee name to Visioning/Outreach. No action was taken. Bryan recommended that we all review the Handbook and see if there are other changes that are needed. Jay will email a copy of it to everyone.

2. **Personnel Nominations on Website:** Jay reported that some information had been updated on the website for the "Personnel Nominations" (Committees/Nominations) to correct some missing & incorrect items.
3. **Confirmation/Range UMC Gathering:** Pastor Craig asked about what our tradition has been for Confirmation Classes. The UMC churches in Virginia, Hibbing & Eveleth are planning to have a joint Confirmation Class that would be held on a monthly basis, probably in Virginia, starting about 3:30 pm and he wondered if we'd be interested in that. For the last 30 years, Pastor Dana held classes for 6th thru 8th graders affiliated with the church, meeting twice monthly for two years. We felt it would be better to have our own class rather than have them travel to Virginia. We will need to determine the names of those who are eligible so Pastor Craig can contact them to see if they are interested. Jeanne offered to do a short article in the October *FISH* to spread the word.
4. **Budget for Comfort Baskets:** Rich Floyd asked to allocate funds for the Comfort Basket supplies. It was pointed out that these fall under the Outreach budget and there are still adequate funds in that budget to cover this.

5. **Planned Giving Seminar at Ely UMC:** Pastor Craig shared an email he had received from Becky Boland, the Director of Planned Giving from the MN United Methodist Foundation offering to do a seminar about planned giving at our church if there is any interest. This was tabled to the next meeting.
6. **Interim Head Usher:** Jay reported that Amy Richter had moved to Duluth and resigned her position as Head Usher so we'll need an Interim Head Usher to handle the rest of this year. As there were no immediate volunteers from the Ad Council members, Jay will make an announcement at church this coming Sunday.
7. **New Church Equipment Use Form:** In the interest of time, Jay tabled this to the next meeting.
8. **125th Anniversary Sign:** Jeanne Tomlinson suggested that it's been over a year now since we celebrated our 125th Anniversary so perhaps we should take the sign down. There was general agreement.
9. **Nursery Room Condition:** Linda Hane has been working on cleaning the Nursery Room since the flooding this past Saturday night and reported that the room, and the furniture in it, needs to be inspected as there are numerous problems that need to be addressed. Bryan Rusco said the Trustees will check it out.

Correspondence - None

Items of Information.

1. ***Commission on the Way Forward:*** There was an article in the September *FISH* about this. Bishop Ough is holding a listening session to explain what has been happening and to answer questions and listen to concerns. It will be held in Duluth at the First United Methodist Church in Duluth at 6:30 pm, Tuesday, September 25, 2018. Pastor Craig and Jay & Jeanne Tomlinson are currently planning to attend; others should let Pastor Craig know. We'll work on setting up a carpool.

The meeting adjourned at 8:50 PM with a unison reciting of *The Lord's Prayer*.

Respectfully submitted,
Jeanne Tomlinson, Ad Council Secretary