

ADMINISTRATIVE COUNCIL – MINUTES

June 4, 2020 - Virtual meeting via Zoom

Ely United Methodist Church

Call To Order: Chair Dan Johnson called the meeting to order at 2:01 PM.

Attendees (13): Bonnie Berglund, Lucy Diesslin, Rich Floyd, Craig Haberman, Linda Hane, Bev & Dan Johnson, Carol Linneman, Margie Olson, Donna & Norman Rusco, Jay & Jeanne Tomlinson.

Opening: Pastor Craig opened the meeting with prayer.

Minutes: The March 18 Ad Council minutes were approved as printed in the April 2020 *FISH*. Motion to approve by Bev Johnson; second by Rich Floyd. Motion passed.

Treasurer's Report: Mark Olson had previously distributed via email the March & April 2020 Treasurer's Reports. Receipts & disbursements for March were \$8077.46 & \$8910.59, respectively, and for April \$8329.81 & \$7012.47, respectively. Receipts for both months include pasty income from February & March, respectively. Disbursements for April were lower than normal because of the Conference covering the costs of our pastor's Pension Fund & Health Insurance. Ending balances as of April 30 were: Undesignated Funds \$18064.49; Building Fund \$4864.67; Memorial Fund \$10027.17; Parish Health Ministries \$340; Gift of Giving Project \$7.81. Motion to accept both reports by Lucy Diesslin, second by Jay Tomlinson. Motion approved. A question arose as to why we didn't have a May Treasurer's Report since we were into June and it was explained that bank information was needed for the May report that wouldn't be available until the following week.

OLD BUSINESS

1. **PPP (Paycheck Protection Program):** In mid-April, we had learned that churches could apply for a loan through the Paycheck Protection Program, part of the CARES Act passed by Congress in March. Since we were discontinuing in-house worship for perhaps months, there was concern that our receipts might not be adequate to cover our bills. The loan would be at only 1% and would become a grant if we used all the funds solely to cover pastor salary. After numerous email & phone discussions, Ad Council Chair Dan Johnson asked that Ad Council members vote via email for or against a recommended action to have Mark Olson, as Treasurer, apply for this loan. The recommended action was approved. The amount for which we were eligible to apply was determined to be \$9,827. Mark submitted the loan application through Boundary Waters Bank and we received the funds on May 5.

NEW BUSINESS

1. **Review and assessment of Worship-In-Cars:** We discussed how it's been going with our two Worship-In-Cars services. It was felt that the turnout has been great – 22 cars with 41 people the first time; 30 cars with 47 people the second time. We have had a lot of positive feedback as well as suggestions for improvements. We all agreed that the addition of Sue Germek playing the keyboard with Bev Johnson leading the singing on our second time was a great improvement. We discussed the following requested/suggested changes for our next time:
 - a. **Lawn Chair Option:** Partly because of the discomfort of sitting in warm cars as the weather warms and because we have some members who are walking to the church & are not in a car, it was felt we should allow this as an option with some very specific guidelines. We developed the following guidelines which Pastor Craig will include in the Parish News for this coming Sunday.
 - a.i. Individuals will sit in family groups.
 - a.ii. Bring own chair(s).
 - a.iii. All people worshipping in chairs must wear masks. Masks will be available to any who need them to use and keep.
 - a.iv. There will be areas marked off by chalk or paint for family groups to sit. Dan & Jay volunteered to take care of this.
 - a.v. Folks using lawn chairs will need to park on a nearby street and enter the upper parking lot from the Third Avenue entrance for directions from an usher. (This will save parking space for people who remain in their vehicles.) Folks will be reminded to remain in their designated seating area until the service is over and to maintain proper social distance during arrival & departure.
 - a.vi. People sensitive to the sun should bring an umbrella or wear a hat/cap; bring/wear a light jacket on cool mornings.
 - b. **Offering:** Since a number of people were approaching helpers this past Sunday with offerings we decided we should arrange for a specific way for people give an offering if they so choose. It was agreed that having an usher with a bucket at each parking lot exit after the service would be the safest & most efficient way to provide this option.
 - c. **Communion:** Patty Rusco had found and purchased 200 individually-wrapped communion packets so we will start doing Communion on the 1st Sunday of each month. The ushers will distribute the packets along with the bulletins instructing folks to open the packets only when so directed during the service.

2. **Pathway to open our church for meetings & worship:** We began a discussion about our next “phase” of worship that would involve entering the church for worship and/or meetings when the Conference recommends it. The current recommendation from the conference is virtual or in-car/outside worship services & meetings so it was decided that it’s probably premature to decide anything on the next phase at this point. When Conference indicates a time to move to this next phase, and/or we are approaching fall weather when our in-car/outside worship isn’t practical, we can then move to finalize our new guidelines and make the necessary preparations. The worship committee will meet to begin discussing options and will formulate recommendations for the Ad Council to discuss & finalize.

3. **Ely HS Graduates from our church:** Luke Olson & Lauren Porthan just graduated from Ely Memorial High School and we would like to do something special to honor/recognize them. From the discussion there apparently is not any “standard” way to do this. It was suggested that the worship committee contact Pastor Dana for ideas and we can discuss this at the next Ad Council meeting.

Items of Information

1. **Facebook administration:** Pastor Craig has been granted administrative ability for our church Facebook page and he has been making periodic posts to the site.
2. **Visioning Committee:** The committee will have a virtual meeting on Thursday, June 11 at 7 PM. Since Rich is going in for shoulder surgery shortly, Jay will run the meeting. Pastor Craig will initiate the Zoom meeting.
3. **Next meeting: TBA.** It was mentioned that during the summer, Monday nights are the only time Mark Olson can participate.

The meeting adjourned at 3:23 PM with a unison reciting of *The Lord’s Prayer*.

Respectfully submitted,

Jeanne Tomlinson, Ad Council Secretary