

ADMINISTRATIVE COUNCIL – MINUTES
September 2, 2020 - Virtual meeting via Zoom
Ely United Methodist Church

Call To Order: Chair Dan Johnson called the meeting to order at 7:02 PM.

Attendees (9): Craig Haberman, Linda Hane, Bev & Dan Johnson, Carol Linneman, Margie Olson, Keith Rue, Jay & Jeanne Tomlinson.

Opening: Pastor Craig opened the meeting with prayer.

Minutes: The August 11 Ad Council minutes were approved as distributed with the weekly *Parish News*. Motion to approve by Jay Tomlinson; second by Linda Hane. Motion passed.

Treasurer's Report: On behalf of Mark, Margie Olson reported the current account balances: General Fund \$37,337.97; Memorial Fund \$11,320.02; Building Fund \$4,614.01. Mark will complete and send out a more detailed report later this month after the bank statements are received. Bev moved that we accept the Treasurer's Report as submitted, second by Jeanne Tomlinson. Motion passed. It was felt that we need to let our congregation how we are doing financially, especially explaining our currently larger-than-normal General Fund balance. Pastor Craig, Mark, Margie, Dan & Bev will get together to prepare a statement about our current and projected finances for the *Parish News* in order to update our congregation.

COMMITTEE REPORTS

- **Trustees:** Margie Olson submitted the following list of work done this summer:
Many helpers this summer with the building and grounds.
 - Norm Rusco removed the old carpet removal from the front entrance landing.
 - Cement work on the front entrance landing and filling of the cracks on the east side of the basement were done by Mark Luthens and Newt Nickerson. They donated their labor and materials!
 - New "Dog House" (covering over the outside oven exhaust fan) rebuilt by Mark Luthens.
 - Lower parking lot flower bed has been worked on by Dan Johnson, Liddy & Nick Sheppard, Sandra Lee and Carolyn Fendt. Shrubs and flowers donated by Carolyn Fendt in memory of her husband Wally Fendt. The Lower parking lot sign was repainted by Ger Niskala.
 - The upper flower garden has been worked on by Dan Johnson, Liddy Sheppard and Sandra Lee. Dan Johnson has been taking care of the upper lawn.
 - Lawn mowing this summer has been done by Ger Niskala.
 - Mark Luthens put a coat of varnish on the outside front doors.
 - Front steps and side steps railings were painted by Pam Turnbull.
 - Mark Luthens repaired the office door screen.
 - The city has installed a new power pole with light in the alley by the lower parking lot steps.
 - Repairs to the railing on the steps to lower parking lot were done by Norm Rusco.

Work yet to be done:

- Addition of two new sleeves for the lower parking lot steps railing to allow for removal during winter. (Phil Hegfors to handle)
- Painting the office window outside trim (Mark Luthens to handle)
- Repairing damaged siding on the north side (Mark Luthens to handle)
- Continue work on basement flooring
- **Worship:** Linda Hane reported that the committee had met on August 24 and developed their final recommendations for in-person worship beginning in October. See *New Business* for details.
- **Finance:** Bev Johnson reported that giving continues to be close to last year's which shows how our congregation continues to remain faithful & supportive.
- **Pastor-Parish:** Jeanne Tomlinson reported that the committee is awaiting directives from the district for the annual evaluation and salary information.
- **Visioning:** Rich Floyd had sent in the following committee report:
 - “The Visioning Committee is working on a plan to help produce an updated church directory, and in the process of communicating with church attendees about the directory, striking meaningful conversations with them about how they are dealing with the pandemic and how we might help if they are having difficulties. The Committee has come up with a list of necessary tasks and assigned committee members to each task. With sensitive discussions, we might be able to coax those who need help to acknowledge it. It will be imperative that we then follow up with the needed help, so we will initiate a process to ensure that is done in each case.”

OLD BUSINESS

1. **Hybrid Worship Service for Fall:** The Worship Committee had completed their work on developing different worship options to start in October. After discussion, we decided on two options. *Option #1:* If the equipment is installed to allow us to live-stream the worship service, we will have our services in the sanctuary and live-stream to the basement area and folks at home. Depending on the number of family/couple groupings we can seat between 30-50 in the sanctuary/annex and 15-25 in the basement. *Option #2:* If the necessary equipment is NOT installed we will hold two services – one on Sunday morning, the second on Wednesday evening. Initially the Worship Committee had thought to solicit member opinions about various options but it was decided that the survey would probably cause more confusion than necessary, so no survey will be sent.
2. **Change from Frontier to Midco:** Margie Olson reported that Mark had contacted Midco. Midco will be coming to evaluate what would be needed for installation. The cost for the level of service we need would be \$108 a month. There might be a penalty from Frontier when disconnecting.

NEW BUSINESS

1. **Love Offering:** Jay Tomlinson reported briefly about the Annual Conference which was held virtually this year. He mentioned that Pastor Craig will be serving (again?) as a Conference Trustee and on the District Leadership Team. Jay also reported that we had not collected a Love Offering prior to the Annual Conference like we usually do and the donations received as of conference time were considerably lower than in the past. He moved that we collect donations on Oct 4 and 11 and guarantee a minimum of \$150. The motion was seconded by Margie Olson. Motion passed. Pastor Craig will announce these dates in the September 18 & 25 issues of *Parish News* as well as providing a link for folks to learn more about the 4 mission programs that will be supported by this year's Love Offering.
2. **Scholarship Opportunity to recognize Bishop Ough's 8 years of service:** Jay Tomlinson reported that Bishop Ough will be retiring this coming year and will have served 8 years as our Bishop. A scholarship endowment is being established to honor his service. Jay moved that we participate with a donation to this scholarship; second by Bev Johnson. Motion passed. Jay will talk about this when he does his Lay Leader Annual Conference report, possibly in November. Pastor Craig mentioned that the Worship Committee might do some special "Thanksgiving" programming for the month of November. Keith Rue suggested we take the offering earlier in the month since later is closer to Christmas and expenses during that time sometimes have a negative impact on additional donation requests. We can set dates for scholarship donations and a possible minimum amount at our next Ad Council meeting.
3. **Confirmation:** Pastor Craig reported that since the plans for a May Confirmation were put on hold because of COVID-19, he has spoken with the parents and the confirmands (Matt Johnson, Lauren Olson and Lily Tedrick) and they would like to proceed with having a Confirmation ceremony and have it during one of our outdoor services this month. Jay Tomlinson moved and Linda Hane seconded that we hold the ceremony during the September 13 service. Motion passed. Margie Olson offered to arrange for cupcakes, Linda Hane offered to get drinks (bottles of Dorothy Molter root beer and water). These will be distributed to people as they arrive similar to communion item distribution.
4. **Pasties:** We had a brief discussion about when we might be able to start Pasties again. With current restrictions and the limited number of people we can have in the basement area for even just a short time, we don't see how that's possible yet. Until many of the restrictions are lifted, we will have to manage without that program.

Items of Information

1. **Next meeting:** Wednesday of October 21 at 7 PM.

The meeting adjourned at 8:48 PM with a reciting of *The Lord's Prayer*.

Respectfully submitted,
Jeanne Tomlinson, Ad Council Secretary