

ADMINISTRATIVE COUNCIL – MINUTES

Wednesday, December 16, 2020 - Virtual meeting via Zoom

Call To Order: Chair Dan Johnson called the meeting to order at 7:15 PM.

Attendees (13): Lucy & Butch Diesslin, Craig Haberman, Linda Hane, Bev & Dan Johnson, Jim & Joan Nicholas, Margie & Mark Olson, Keith Rue, Jay & Jeanne Tomlinson.

Opening: Pastor Craig expressed his gratitude for how this church has handled the pandemic. He then opened the meeting with a prayer.

Minutes: The November 18 & 20, 2020 Ad Council minutes as previously distributed to Ad Council members were approved. Motion to approve by Bev Johnson; second by Lucy Diesslin.

Treasurer's Report: Mark Olson had previously sent out a copy of the November 2020 Treasurer's report. He pointed out a few key items, particularly that our income for the month was almost twice what it was in October which was very nice to see. He commented that the amount that had been designated for Andy Baker's expenses would be transferred to the Memorial Fund per instructions by the donor. The account balances as of the end of November are General Fund \$35,116.73; Memorial Fund \$10,038.14; Building Fund \$4,373.41. Jeanne Tomlinson moved that we accept the Treasurer's Report as submitted, second by Lucy Diesslin. Motion passed.

COMMITTEE REPORTS

- **Trustees:** Margie Olson reported that no one has volunteered yet for Snow Removal for any of the months from January to April. Pastor Craig will do another plea in the *Parish News*.
- **Worship:** Linda Hane asked Pastor Craig to report the results of the December 7th Worship Committee meeting. The following had been discussed:
 - **Poinsettias:** An order for 10 had been placed with Ely Flower & Seed.
 - **Worship Services:** There have been tweaks each Sunday to improve computer camera placement and sound in our Facebook Live broadcast. The service has been started about 10 minutes early to allow Sheri Rue, serving as a hospitality host, to do greetings as people join in via Facebook. One of the tweaks to improve the sound was for those speaking to remove their masks when talking on camera and have a longer distance from any other persons whenever doing so.
 - **Advent Candles:** We have been using members of the "broadcast production crew" so far but would like to have someone different lighting the candles this Sunday. It was agreed to have Margie & Mark Olson.
 - **Christmas Eve Service:** One service will be held at 5:30 PM. Sue Germek has requested that a few of her family members be allowed to attend in the sanctuary. We discussed this, along with the idea of opening up the basement to up to 10 persons who don't have the ability to attend virtually. It was a consensus that this would be ok as long as those attending understand, and will comply with the restrictions of wearing a mask, keeping properly social distance and not singing. Jeanne will call the people who were on the call list prior to the additional restrictions.
 - **December 27th Worship Service:** Pastor Craig repeated the plan for having a link in the *Parish News* to the Conference pre-recorded worship service.

- **Outreach:** Jay Tomlinson reported that 2 apartment trees were put up: one on the first floor of the Pioneer Apartments and one in the usual place at Sibley. The Zenith Apartment community room was locked up for the pandemic and not available. He also reported that Bonnie Berglund, working with Linda Hane, had sent out about 25 thank you notes to our local “front-line workers”.
- **Visioning:** Jay Tomlinson reported that the committee had met on December 10 to review the results of the “directory calls”. Although the initial thought was to see if anyone had any needs that the church could help with, everyone contacted felt they had adequate support for their needs. And even though the callers weren’t able to reach everyone, many of those they contacted expressed gratitude for the call, and we were able to get a number of address, phone and email updates.
- **Memorial Fund Task Force:** Margie Olson reported that \$200 had been given to Sue Germek to purchase special “singer masks” for the choir. The hope is to have the choir start up practice in the church sometime early next year once we are allowed to do so.

OLD BUSINESS

1. **Status of JVC camera:** Mauro from Custom Theater has our camera now and will be installing it shortly. Folks who need to understand how to use it should be at the church on Monday, December 21 at 2 PM. Dan recommended we do a “dry run” broadcast during that time while we have Mauro to help us if we have any issues.

NEW BUSINESS

1. **Payment to Jennifer Janekala for 2019 & 2020 garlands:** Linda Hane reported that the gal who supplies our garland for the front steps railings was paid \$70 this year for our 35 foot garland (\$2 per foot) but had not been paid for last year’s, which would have been \$50 for a 25 foot one. She apparently does not send a bill so it was missed last year. Jay Tomlinson moved we pay her \$50, second by Linda Hane. Motion passed.
2. **Choir Practice:** Dan asked if we should discuss when the choir should be allowed in the church for practice since the current conference guidelines basically state no singing in the church until the pandemic is over. This topic was tabled until the January meeting.
3. **All-Night Grad Party:** Mark Olson reported that he’s received the usual request for a donation for the All-Night Grad Party. Since we’ve already given our donation for 2020, this will be an item for the next meeting.

Items of Information

1. **Next Ad Council meeting:** Wednesday of January 20, 2021 at 7 PM.
2. **Upper Room:** Mark Olson reported as an FYI that the rate will be going up for our devotional booklets.

The meeting adjourned at 8:20 PM with Pastor Craig leading a recitation of the *The Lord’s Prayer*.

Respectfully submitted,
Jeanne Tomlinson, Ad Council Secretary

ANNUAL CHURCH CONFERENCE – MINUTES

December 16, 2020 – Virtual meeting via Zoom

Call To Order: Pastor Craig Haberman called the meeting to order at 6:37 PM.

Attendees (13): Lucy & Butch Diesslin, Craig Haberman, Linda Hane, Bev & Dan Johnson, Jim & Joan Nicholas, Margie & Mark Olson, Keith Rue and Jay & Jeanne Tomlinson.

Devotional: Pastor Craig had a brief meditation on Romans 8:22-25 read from *The Message* about how we are “enlarged” by waiting.

State of the Church: Pastor Craig referred us to the previously distributed 2020 Annual Church Conference handout containing a brief statement about the state of the church from his observations over the past year. He drew special attention to the section describing details of our response to COVID-19 and how it was heartening & encouraging for him. He is “grateful beyond words for the resilience, patience, maturity and good humor of our congregation as we have walked this difficult year together.”

Budget 2021: The proposed budget for 2021, totaling \$106,504.22, was presented by Finance Chair Bev Johnson and was briefly discussed. The budget is approximately \$2500 less than the 2020 budget, some because of a reduction in our conference apportionments, and some because of reductions in other areas that were projected to be lower because of continued coronavirus restrictions. Linda Hane moved that we approve the proposed budget. Second by Jeanne Tomlinson. Motion passed.

Membership Report: Pastor Craig reviewed the Membership Report pointing out that he had made an error in listing our 3 confirmands under “Profession of Faith” instead of “Received from Preparatory Membership”. He will correct that before sending the report to our conference. He pointed out that he had listed Andy Baker’s death at the end of the report because he had not been a member but was a long-attending constituent. Lucy Diesslin moved that we accept the amended Membership Report. Second by Bev Johnson. Motion passed.

Leadership Nominations for 2021: Pastor Craig reported that he since a number of the Nominations Committee members weren’t able to meet virtually, it was decided to notify all persons currently holding a position that their appointment would be extended for one year unless they would prefer to discontinue in that role. If so, they should notify Pastor Craig or the Ad Council of their decision and an appointment will be made later. This has been announced in the past two issues of the *Parish News*. Positions that are currently To Be Determined are: Lay Member to Annual Conference & Alternate, Finance Stewardship Chair and a third member of the Annual Audit Committee. It was pointed out that the Ad Council has the authority to approve any later appointments. Dan Johnson moved that we approve the nominations as presented. Second by Bev Johnson. Motion passed.

Ad Council Members for 2021:

Chairperson: Dan Johnson

Vice Chairperson: Keith Rue

Recording Secretary: Jeanne Tomlinson
Lay Member to Annual Conference: TBD
Alternate Lay Member to Annual Conference: TBD
Lay Leader: Patty Rusco
Chairperson – Finance and Stewardship: TBD
Chairperson – Pastor Parish Relations: Jeanne Tomlinson
Church Treasurer: Mark Olson
Program Chairpersons
Worship: Linda Hane
Nurture and Membership Care: Bonnie Berglund
Education: Chris Urbas
President UMW: Lucy Diesslin
Parish Nurse/Care Person: Donna Rusco
Visioning: Rich Floyd
Outreach: Jay Tomlinson
Memorial: Carol Linneman

The was no other business required.

Motion to adjourn by Jay Tomlinson. The meeting adjourned at 7:09 PM.

Respectfully submitted,
Jeanne Tomlinson, Ad Council Secretary