

## **ADMINISTRATIVE COUNCIL – MINUTES**

**Wednesday, March 17, 2021 - Virtual meeting via Zoom**

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

**Attendees (10):** Lucy Diesslin, Dan Ely, Craig Haberman, Linda Hane, Dan Johnson, Keith Rue, Donna Rusco, Patty Rusco, Jay & Jeanne Tomlinson.

**Opening:** Pastor Craig read part of Psalm 118 and talked about “This is the day that the Lord has made, O give thanks to God” and how we are always “bounded by steadfast love”.

**Minutes:** The February 24, 2021 Ad Council minutes, as previously distributed to Ad Council members and via *Parish News*, were approved. Motion to approve by Lucy Diesslin; second by Keith Rue. Motion passed.

**Treasurer’s Report:** Mark Olson had previously sent out a copy of the February 2021 Treasurer’s report along with comments on some of the report details. Receipts for the month were \$8,501; disbursements were \$9,257.25. The account balances are: General Fund \$31,103.69; Memorial Fund \$9,939.89; Building Fund \$4,374.99. Jeanne Tomlinson moved that we accept the Treasurer’s report as submitted, second by Lucy Diesslin. Motion passed.

### **COMMITTEE REPORTS**

- **Worship:** Linda Hane reported the committee had met on March 16. The primary topic was Holy Week. Palm branches have been ordered and will be available for distribution on March 26 from 2-5 PM for folks who will be worshipping at home. We’ll have a combined Maundy Thursday/Good Friday service again this year only it will be on Friday evening instead of Thursday. The service will be at 7 PM and Communion will be served. Marshall Monthei has completed the 7-candle candelabra which will be used for the service. Ten Easter lilies have been ordered and folks will be notified that they can purchase them in memory/honor of someone for \$15 each. The committee will meet again on May 6.
- **Visioning:** Rich Floyd had sent in the following report. “The Visioning Committee met on March 11 to discuss the birthday club. Birthday acknowledgements will be disseminated via greeting cards and by continued verbal recognition during the worship service. We will collect the data we need in several ways: by asking verbally during announcement time before Sunday service, and in writing in the *Parish News*, *The Fish*, and periodically in the worship service bulletins. When collecting the data on birthdays, we will also ask for anniversaries, so that if we decide later to add anniversaries to the project, we do not have to ask for information once again. Rich will draft a request for the information. Provided Jeannie concurs, the birthday and anniversary data will be stored in the current Excel spreadsheet used for the newsletter and directory, as another spreadsheet could result in discrepancies between the two. For the time being, Visioning Committee members will handle the writing of the cards. Lucy volunteered to purchase a year’s worth of cards if church funds are not approved for it.” We discussed the possible cost for this project. Jay Tomlinson moved that we allocate \$200 from the *Nurture & Membership* budget to this project. Second by Keith Rue. Motion passed.
- **Parish Care:** Donna Rusco reported that she’s just been making phone calls. She also reported that someone had made a donation to the church to be used for “someone in need”. Kevin

Bradley has been having some health & other issues so \$100 was donated to help with his care. There are still some funds left.

### **OLD BUSINESS**

1. **Church computer:** Dan Ely reported that the ad hoc committee had met and started looking at the possibilities of a laptop vs a “tower” that would replace the current computer. The tower was recommended as giving us more flexibility and also reducing the chances of it being stolen or taken home and not returned in a timely manner. We could continue to use the current monitor or look at possibly getting a bigger one. The plan is to move towards storing important documents (conference reports, minutes, bulletins, newsletters, etc.) on a shared “cloud” drive so that folks would not need to come into the office to work on anything that should be stored. We briefly discussed the printers and agreed that the old laser printer that doesn’t work anymore should be scrapped. Dan offered to take it to the transfer station the next time he goes. The old copier/printer is still being stored in the office and works but has been replaced and isn’t needed anymore. Dan offered to check around and see if any organizations in town might want it before scrapping it. Someone else would need to get it to the transfer station if that is needed.
2. **Choir during the service, when & how?:** Sue Germek had asked for guidelines from the Ad Council about when the church choir would be allowed to sing during the worship service. At this time, with the recent spike in COVID-19 cases, it was felt that it is still a way off before we can do that. After a brief discussion of many unknowns, it was decided that the choir should discuss their own comfort levels as to when might be a possibility and what the logistics might be and we will discuss it again at our next meeting.
3. **Local police officer support:** Pastor Craig reported that we will be supporting Ely Police Chief Chad Houde. He also reported that the ministerium was not interested in participating in any sort of newspaper ad or article about the program. We can still interview Chief Houde, however, for informing our own congregation.

### **NEW BUSINESS**

1. **Allowed attendance/vaccinations/seating:** It had been suggested that with folks getting vaccinated that we might think about allowing vaccinated folks to sit together, allowing for more room in the sanctuary for those still requiring the 6 foot social distance. After some discussion it was felt we probably shouldn’t make any changes yet in view of the recent spike in local cases.
2. **Post worship service coffee and social time:** As with the attendance, it was felt that it was too early to start having our after-service refreshments.
3. **Yearly contribution to the Ely Food Shelf:** Jeanne Tomlinson moved that we donate \$150 to the Ely Food Shelf for our annual March support. Second by Patty Rusco. Motion passed. Jay will need to write the check right away so that they get it in March to get the matching funds. (Jay currently has the checkbook while Mark & Margie Olson are out of town).

### **Items of Information**

1. **Next Ad Council meeting:** Wednesday, April 21, 2021 at 7 PM.

The meeting adjourned at 8:17 PM with Pastor Craig leading a recitation of the *The Lord’s Prayer*.

Respectfully submitted,  
Jeanne Tomlinson, Ad Council Secretary