

Administrative Council Meeting Agenda

February 21st, 2013

6:30 P.M. – 8:00 P.M.

Call to Order by Lori at 6:30.

Introductions Sunny Ahn – pastor, Carolyn Meneely – Finance & Music & Worship, Rich Hill – Finance, Lori Randall – CoChair Ad Board, Jim Naatz – CoChair Ad Board & Memorial, Melinda Taylor – Secretary & UMW, Marianne Rogenski – Youth, Ian Rogenski – Stewardship, Jon Montgomery – Micah, Jeff Greenwalt – Staff Parish, Lee Gac – Trustees, Bruce Bedingfield – Caring Ministries, Jill Wood-Naatz - Worship, Steve Miller came at 6:55.

Opening Prayer Lori led the prayer.

Devotions – none tonight, Carolyn will bring next month.

Administration

- Calendar & Newsletter Reminder – Jerry McDaniel asked ahead of time that everyone get articles in & check the calendar. Thanks Marianne for getting your article in already.
- There was some discussion about last month's minutes, basically a review of the budget & what was approved (all committees' budgets were approved as requested except to delay the hiring of one staff person). To balance the budget, the staff person's hiring is to be delayed, apportionments will not be paid in full unless income increases, and the remaining shortfall will be made up from cash reserves. Sunny noted that we will review the situation at the July Ad Council meeting. Some discussion about communicating this to the congregation without turning people off; it has been discussed during various meetings. Ian moved that the January minutes be approved (noting that the financial report was not attached); Jim seconded; approved on a voice vote.

Committee Reports:

- Senior Pastor's Report – Sunny presented much of the report below.
- Youth Director's Report – Marianne presented her report given below. Some discussion about her office being left open, CCCC using the copier in her office – why not use the one in Donna's office? Marianne would like to have Trustees address the issue with CCCC, first choice they use the one in the main office, second choice Donna unlocks Marianne's office & locks it after them. Lee will pass along to Brian, the Trustee liaison to CCCC. Marianne will discuss again with Donna. The service project for 30 Hour Famine is to buy food from Sam's and deliver it to Blackwell School (the Kids Hope school; now have 7 mentors). Souperbowl of Caring was a success. This year for the first time will be inviting the members to sponsor a World Vision child (the youth is going to sponsor a child together); a World Vision representative will give a brief presentation to the church. Jim asked about the Kiva microloans, Marianne said that the money is constantly being relended; will give an update at the next meeting and in the newsletter.
- Staff Parish – Jeff reported that they did not meet in February, so nothing new. Are looking into adding responsibilities to Marianne's job in July rather than hiring a new person. 2012 was a rough year for Pastor Sunny to pick up the Education responsibilities, so Jeff has been attending meetings to explain the situation. He explained that she is supposed to focus on pastoral duties more than the added

responsibilities or administrative duties, and committee members will need to pick up more of the admin duties; Sunny will back off from admin so that others can step up. Jeff would like to hear how the year is going so we can continue to make improvements; we are a small group. Lori thanked Jeff for his hard work. Jeff commented that with all of our long term member leaders, we may not be as open to change as we should be, while Sunny has brought a lot (maybe a little too much?) change; wants to minimize frustrations. Discussed a possible new position again. Sunny added that we could add a third party in July, divide responsibilities between Marianne & Sunny, or leave as is.

- Finance – Rich commented that growing our church is critical, and the new position is an investment in our future. Rich reported that January giving vs. budget was down \$3273 or 14% (10% down is more typical). Expenses were held down. We were down about \$9,000 in January. During good years, leadership acted responsibly and set aside money; we have five months of cash cushion. The last three years have been a declining trend in giving; Stewardship has increased their role so we have a year round program. Carolyn added that the CDs info is accurate now; need to update signers, keep info current (don't receive statements for CDs from Harris Bank). Rich noted that Carolyn went over to the bank to get everything. We are going through an update of our accounting software program which should fix some of the quirks. However, there are some new limitations that might mean that we have to look at another system in the near future. Rich commented that the designated funds are liabilities, just holding the money for different ministries, backed by the CDs. Bruce asked about the online giving, thought it was going to help our giving. Ian responded that it has increased giving by the families that use it, by 5% - 10%, but only 20-25 families use it. Ian said that they will discuss communicating more about the online giving at their next meeting. There is one time giving available; credit card giving was turned on. Plan to put ASP on the site again. Bruce suggested that current users tell congregation how easy & great it is. Ian said that Stewardship has some new members who will hopefully be more creative (Joan McCoy & Shelomi Gomes).
- Trustees – Lee said that we have a problem with the exit doors, tend to thaw & freeze during the winter, so try the door when the last person leaves to be sure that it is latched. During the next month or so, will work on the video cable to the nursery so that young parents could be in there and still see the service. Working on putting a safety rail up on the loft by the organ pipes. Trying to stay well under budget (usually do). Jim noted that some doors on Monday morning are open; asked that the youth leaders check on Sunday nights.
- Nominations – Sunny said they haven't met, but have received some requests from committees. Tom Kunz will no longer be part of Finance, can't attend meetings due to work. Said that new Stewardship members need to officially go through Nominations, will bring up at next meeting. Rich asked if Finance needs nine people; it's okay if we don't get another person, unlike Stewardship which needs more people.
- Caring Ministries – Bruce said that there has not been another meeting. Repeated that we were a Rainbow Covenant church last year, and will be pushing to be one again this year (pay full apportionments so that we can get there). Elgin Crisis Center advocate has stepped back, has anyone else expressed an interest? Sunny is talking with Carlene Thompson to ask her to list out what she had done in that role. What is the status of the Rockford Net Church relationship? Sunny said that we will support as much as we can, Marshall has gone to one of their services, have given \$ to them. Bruce felt in the fall that we couldn't commit to supporting them as a church, but Caring Ministries is a group of people who have passions for causes. If Marshall or Cathy

Mottar continue to have a passion for it, he suggests that they join Caring Ministries. Bruce will talk to them about the idea.

- Christian Corner – no report
- Education - Sunny covered earlier
- Evangelism – Sunny covered. Bruce talked to Ronda about delivering letters to neighbors. Do we have a mailing list? Carolyn said that we had subscribed to a service where we can get names & addresses of new residents within a given area, and they could mail things out, though often same names showed up through different triggers (new phone number, etc). Steve asked if there is a membership drive planned? Sunny said that once Evangelism gets up and running, that will be considered. Sunny said that three new families are in the process of joining; two other families are thinking about joining.
- Lay Leader – Melinda read the report Julie sent (see below).
- Memorial Committee – Jim presented report from committee email; highlighted the need to get wishlists in their mailbox by end of March before their meeting Apr 4.
- Micah Ministries - Jon will send an article to Jerry. Heifer raised \$3649; will be asking for a check to send out, want to get word out. Church has continued to support this cause, something to be celebrated. The ark is \$5,000. One of Micah's goals will be to work with them on this project, including to get a plaque anytime we reach that goal. Julie & Robyn did a great job passing on info to Jon on running this. Micah will do the offering of letters service in the fall. On March 17, the Rev Al Sharp will speak at both services about social justice. Those interested in further discussion can join after the second service in one of the classrooms. Sunny & Jill worked to finalize this. There will be an article in the newsletter. Jon said that he talked with him for an hour, he is a great discussion leader. Meets a Micah objective to educating the congregation. Steve suggested that Jon give a blurb to Marshall or Dan Wilkes, cc Steve, to put on Facebook & on the screen. Bruce said it would be great to have something in the Herald.
- Music – Carolyn said that the music groups are all working smoothly, working now on Easter services. Children performed at Barnes & Noble, Ash Wednesday was also a music service, well received. Service included 7 minutes of silence; Jill decorated the sanctuary; Sounds of Grace led service.
- Stewardship - above
- UMM – Steve said that the holiday snacks raised \$827. The spaghetti dinner raised \$560, through donations this year instead of tickets. March 9 is a Lenten breakfast at a Crystal Lake church. There is a possibility of participating in a potato drop if our pantry or the soup kitchen would benefit from them. Mert or JoAnne could tell him if there is a need, Bruce can contact Hanover Township food pantry. Jill will contact Holy Spirit. Jim added that we are doing Meals for Millions during Lent, end with a breaking of Good Friday fast.
- UMW – Melinda reported no news, next meeting is March 5 at Sunny's for a dinner meeting.
- Worship – Jill said that Maundy Thursday service will be a drama combined with Our Saviors. Friday night is music – youth praise teams. Sunday service will be a cantata; the songs are familiar hymns. Worship is working on developing a survey about the two different services, want to get a sense of direction from the congregation. In May, will take ten minutes from service for survey, and will email to get feedback from those no longer attending. Want to gain insight about why our attendance is lower, what is meaningful, why do they come (or not), etc. We won't meet everyone's needs, but will

try to implement what we can. Next meeting March 2. Bruce commented that all of us should contact those we haven't seen for awhile, a nice touch, let them know we miss them. Sunny said March 10 we will have a Scout Sunday (2 troops are using our facility).

- WTTF – Steve said still trying to raise funds for sound system. Wireless is not working now; are going to check router. Steve said that they will begin taking down outdated info from website, will stay off if new info is not given to them. We need both the website and our Facebook page.

Next regularly scheduled Administrative Council Meeting

March 21st at 6:30 P.M. Sunny will be on vacation that week, but the meeting will still be held.

Closing Prayer at 8:30.

Emailed reports:

Youth

1. Sorry that I was not here last month—I had the flu! Because I was not here I just want to briefly mention something that I had in my report then. My office door should not be open unless someone is in there using the copy machine. If you come to church and see it open and empty please close and lock it. I do know that the preschool is using the copier in there sometimes...that is fine, but I would like for the office to be locked again when they are done.

Trustees—can you communicate this to Donna?

2. The 30 Hour Famine is this weekend! We have plenty of people coming to help. We have 37 youth participating—11 of those are friends of our youth. Our service project is providing food for Blackwell school to be able to send food home over spring break with the kids on the free lunch program. We will be going to Sam's Club to purchase the food and then Saturday evening we will deliver the food to the school where the principal will meet us and let the youth know how they are helping. We will be using the whole church from 5pm on Friday to 10pm on Saturday so don't be surprised if you see lots of cars and activity! Thank you all for the support that you show the youth.

3. The next weekend 3 youth leaders—myself, Michelle Hill, and Stephanie Watson—will be going to the Simply Youth Ministry conference in Indianapolis, IN, for youth ministry training.

4. Kids Hope mentoring program is going very well! A huge thanks to Ron Gorvett for directing this program. We have 7 mentors at Blackwell School each week!

That is it!

Thanks,
Marianne

Memorial Committee

Memorial Committee met on 1/24/13. 2012 Memorial Funds Balance has been reconciled with the church's financial records for the year. We have a year end balance of \$8744.78 with

income for the year of \$3000 and expenditures, not including the transfer to sound system fund, of \$2368. We are carrying a balance of funds designated in memory of approximately 11 people.

We are in the process of selecting and ordering UMC memorial notecards to simplify and speed up our acknowledgment of donors. We are also in the process of preparing a wishlist, with guidelines for appropriate memorial expenditures. We would appreciate Ad Council members, Committee chairs, or others to provide some input for their own wishlist (for example, Worship committee might have 'wish for' candlesticks or altar cloth, Music committee might wish for new music stands, etc.) Please give your ideas to anyone on Memorial Committee or in the Memorial Comm mailbox by the end of March, so we can work on this at our next meeting which will be April 4.

Thanks,
Julie

Lay Leader

Co Lay Leader Report for Ad Council Meeting on Thursday, February 21, 2013

I was lucky enough to attend 2 conferences over the past month.

The first one was the Elgin District Training in Arlington Heights. I attended a session on how to become a welcoming church...here are my favorite take aways from this session:

- *You cannot become a welcoming church alone. It needs to be embraced by ALL.
- *They welcome children, the handicapped...became fully accessible for this as well, and all others
- *They did a "New Eyes Review" (think secret shopper). They invited people outside of their church to come in and visit. After a few visits, they had them come in and speak to their main groups...these were "Pew Views" They found that their members did not "see"...they used the analogy of the crack on your bedroom wall, you eventually get used to it and no longer notice it. However, community members coming in see those imperfections and they can be what might stop them from coming back.

I found this session to be very worthwhile. This church had a ton of new ideas that they researched and tried out slowly to turn their church into a "Best Practice" church. They kept referring to themselves as well as an unfinished church. They are still learning, changing, and growing as needed. They had 56 new members last year and their theme is "Letting go of the old and welcoming the new." They want to be a dynamic and ever changing church. They try, they fail but the failure to them is not to try! I have a LOT more notes on this session if anyone is interested, including how they involved the surrounding community and brought in extra funds! ☺

Session 2 ~ Welcoming Children: again...here are my highlights:

- *make ALL aware of where the nursery is located for changing, feeding, even if they might not leave children in there during the services
- *they offered a rocking chair at the back of their sanctuary for new moms to use if needed... I LOVED THIS IDEA!!! ☺
- *They offered a new routine for Sunday School as well that I thought was worth sharing with the Education Comm. if they are interested!

My 2nd conference was in Sycamore, IL I found this conference to be very worthwhile as well. Bishop Dyck had a wonderful message about Vital Christians in Vital Congregations to Change our World.

Again I attended 2 sessions...session 1 was given by Rev. Amy Valdez Barker. She offered up a lot of questions for us to think about in the context of our own congregations. She was a dynamic speaker and really gave a great presentation that made us all think. I have emailed her to request her PowerPoint because I thought it was that good! I will continue to process this session and possibly bring a better summary to our next Ad Council meeting. The 2nd session was about worship. First comment made at this session was that you need to catch people in the first 10 minutes of your worship. If you don't catch them by then, they are already gone...they are thinking about where the back door is!

Thanks! Julie Gorvett ☺

Pastor's Report

Report from Sunny for January Ad Council (02-21-2013)

SENIOR PASTOR'S REPORT

- **Pastoral Care:**
 - Death: Lynne Gaska's mom (June Brown), Shirley Witte's sister (Mary Jane Weiss), Mary Koncos' father (Greg Koncos)
 - Need of Special Prayers: Justin Miller, Paula Petterson
 - Sending a "miss-you" text/email Sunday afternoon to those who missed the church ☺
- **Leadership Training:**
 - 2013 Elgin District Training Event (Saturday, 1/26, 8:15am-12:30pm, First UMC of Arlington Height): 5 people attended (Julie Gorvett, Jill Wood-Naatz, Marianne Rogenski, Greg Noxon, Sunny Ahn)
 - 2013 Lay Convocation (Saturday, 2/2, 8am-3pm, Sycamore UMC): 2 people attended (Julie Gorvett & Sunny Ahn)
- **Evangelism:** I am in conversation with Ronda for defining its meaning and practice at ORUMC. Bruce, Ronda, and I are planning for sending out a neighborhood letter during Lent sometimes.
- **Worship:** In the process of designing the worship survey questionnaires
 - Ash Wednesday (2/13) Taize Service led by Sounds of Grace went very well. It was meaningful for those who attended. Thank you, Ron Zemke & Sounds of Grace for music and Jill Wood-Naatz for decorating the sanctuary!
 - Famine Sunday (2/24)→ 30 Hour Famine Participants will lead the service with Ember Days leading worship music. Marianne will be the preacher of the day ☺
 - Scout Sunday (3/10)→ Cub Scouts & Girl Scouts who share the facility with us will participate
 - Social Justice Sunday under the Leadership of Micah Ministry (3/17)→ Rev. Al Sharp, the founding Executive Director of Protestants for the Common Good AND the active Executive Director of the Community Renewal Society, will be the preacher and lead the social justice forum after the 2nd service.
 - Maundy Thursday Service (3/28, 7:30pm) will be designed around the drama "The Last Supper" directed by Peggy Gire & Sue Zimmeroff. It is a joint service with Our Saviour's UMC.

- Good Friday Service (3/29, 7:30pm) will be Tenebrae Service led by Ember Days and Young Adults Praise Team.
- We will have Easter Cantata Music for Easter Sunday (3/31).

EDUCATION

We are in the process of strengthening the Christian Education Committee by equipping laity. Please let me know if you are interested in joining the education ministry team.

- **For Adults:**
 - *Sunday Mornings* (2/17-3/31, 9am, Room 2): Study on “Serve with the Heart” led by Marshall Nystrom
 - *Monday Evenings* (2/18-3/25, 7pm, Room 2): Explores Jesus’ final words as seen and heard through the eyes and ears of those who stood near the cross...led by Ellen Kobylewski.
 - *Tuesday Morning Women’s Study* (2/19-3/26, 10am, Room 2): Study “Bad Girls in the Bible and learn from their mistakes” led by JoAnne Gregorash.
 - *Wednesday Morning Bible Group Reading* (10:30am, Home of Inez Morgan)
 - *Friday Mornings* (2/15-3/22, 10:30am, Parsonage): Ask “Why” questions led by Debbie Hernandez.
 - *Job Search Seminar* led by Doug Meneely privately for protecting individual’s privacy. So far, I think 3 people got a job after the seminar and another person is in the process of getting a job. Thank you, Doug!
- **For Children (age 0-6th Graders) & Jr. High Youth (7th & 8th Graders):**
 - *Education Committee* will meet on Wednesday (2/27, 6:30pm): Agenda: (1) Palm Sunday & Easter Sunday Prep, (2) VBS Prep, and (3) Doing Sunday school in a new way; VBS curriculum—Cokesbury’ VBS 2013 “Everywhere Fun Fair where God’s World Comes Together.”
 - *Souper Bowl of Caring* (2/3): Brought in \$196 and 175 food items
 - *Kids Hope Mentor Program* (led by Ron Gorvett): Started with 6 mentors with 6 mentees. We will add one more mentor—Nancy Lewis! Thank you, Ron!
 - *30 Hour Famine* (2/22-23): According to Marianne, we have 37 youth (Jr. & Sr. High) participating with the goal of raising \$5,000!
 - *Training for Youth Leaders*: Marianne will take 3 youth leaders (Michelle Hills & Marianne Rogenski for Sr. High and Stephanie Watson for Jr. High) to “Simple Youth Ministry Conference” in Indianapolis, IN from Friday (3/1, 7pm) to Monday (3/4, 12noon). Thank you, Marianne!

Micah

The Micah Ministries Team of Our Redeemer’s has invited Rev. Alexander Sharp to preach on Sunday, March 17. During this Lenten season we are asked to reflect on our lives in light of Christ’s sacrifice for us. He will help us to better understand our Christian calling to respond to injustices in our world.

Rev. Sharp has a passion for and a history of pursuing social justice from a Christian faith perspective. He brings a Biblical and theological perspective to public issues. He will provide us with “food for thought” relative to a number of topics in order to assist us in examining our responsibility as Christians.

If you have a desire to learn more about social justice issues and what’s happening in Illinois, please join us after the service. **Rev. Sharp is offering a time from 11:40-12:20 in room 2 to more deeply discuss specific issues and to answer questions.**

Rev. Sharp is best known for serving as the founding Executive Director of Protestants for the Common Good (PCG) from May 1996 through June 2012. PCG is an Illinois faith-based education and advocacy organization that is in the final stages of merging with The Community Renewal Society. In addition he served as chief financial officer of the University of Chicago, is a member of the Executive Committee of the Chicago Coalition for the Homeless, serves on the Executive Committee of the Center for Budget and Tax Accountability, and is a board member of CHANGE Illinois, a coalition created to fight political corruption in Illinois.

He graduated from the Woodrow Wilson School, Princeton University, with Masters of Public Affairs in 1969; received his Masters of Divinity Degree from the Divinity School of the University of Chicago in 1996; and was ordained in the United Church of Christ in January of 2007. He is a member of Hyde Park Union Church in Chicago, is married and has two daughters.

We, the Micah Ministries of Our Redeemer’s, invite you to be present on Sunday, March 17 to receive what God has to say to us through Rev. Sharp.