

Administrative Council Meeting Agenda

September 19th, 2013

6:30 P.M.

Present: Lori Randall, Jim Naatz, Melinda Taylor, Sunny Ahn, Shirley McDaniel, Jerry McDaniel, Rob Mottar, Marshall Nystrom, JoAnne Gregorash, Carolyn Meneely, Julie Kuhn, Edie Machonis, Bruce Bedingfield

Call to Order Lori called the meeting to order at 6:35.

Introductions Everyone introduced themselves.

Opening Prayer Lori offered an opening prayer.

Devotions – Marshall read from 1 John about the lame man waiting to enter the spring, and compared it to his trip out west to a spring and the people he met, and how we need to be Jesus to others. Carolyn volunteered to give devotions next time in November (October is charge conference).

Administration

- Jerry had calendars for everyone to approve. Will still need newsletter articles in October. Looking for a newsletter backup person. Melinda will send in couple book study dates.
- Marshall moved to approve the August minutes as written, Bruce seconded, approved on voice vote.

Sharing: – Please keep updates brief and identify issues or support required.

- **Required Committee Reports** (20 minutes)
 - Senior Pastor's Report - *Sunny sent report below*. Asked for us to pray for church families, many in difficult situations.
 - Youth Director's Report – *Marianne sent report below*. Sunny said that the multi-age Sunday school classes have met twice, going well.
 - Staff Parish - Sunny reported that the Personnel and Safe Sanctuary policies need to be approved annually; same as last year. Moved that they become policy for coming year as well. Marshall seconded. Approved on voice vote. SP is conducting staff evaluations, please fill out, turn in before Sept 29. Decided on 2% COLA to all staff members except nursery staff member who is at top of range.
 - Finance – Carolyn distributed summary finance report, reviewed. \$9,167 shortfall YTD, which is \$3k better than budgeted. Regular envelope income is \$10k below last year's. It's good that committees are keeping expenses in line, though we don't want to eliminate any good works. Have paid full apportionments all year.

In the process of sending out budget info and blank forms to all committees, will send out next week. Still looking at software, and the roof will be a big expense coming up.

- o Trustees – Rob reported that the roof replacement quote (excluding the sanctuary & Christian Corners) was \$150k - \$200k. Will get more bids. Also looking into pitching the roof, but requires approximately \$10k for architectural drawings. Much of the roof is original, all areas will be replaced or repaired as needed. Parsonage also needs a new roof soon (\$8k). Not worth continuing the ash tree treatments, not working well; have treated for 3 years. Removal of trees, stump grinding, new soil & seed - \$4500 quote. Want to budget for next year to avoid brittle trees that could cause damage in a storm. Already removed four trees in front (old age), and one from the parsonage. Negotiating with a new cleaning company.
- o Nominations – Edie reported that they have met twice. Sunny has done some recruiting. Want to add two more to Finance, two have already accepted. Day care needs one more for the board. Jerry asked that they look for a newspaper backup person.

Bruce discussed the 50th anniversary plans. The celebration will be in October (anniversary of the charter). June remembered that the first service was Palm Sunday. Next year Palm Sunday is April 3, Charter date is Oct 12. Will be a lunch (maybe just one service), will try to bring back former pastors; six may be available. If any of them want to speak they will be welcome. May invite one per month. Associate pastors would also be welcome. The bishop is committed to preaching in October. The cost could add up to roughly \$5000 to bring in pastors. May be time for a new church directory if someone is interested in heading it up. A 50th year is a Jubilee, good way to celebrate who we are. Jerry commented that their Cedar Rapids church was celebrating its 100th anniversary, hadn't received notification; would like to find a way to let those who have moved know what is going on, maybe with Christmas cards? Lori commented that at the Valentine Ball several people were taking pictures; maybe a directory could start with those. Edie noted that a lot of family experiences happen in the church (weddings, etc); a call will go out to families to look through their personal photos to create a slide show. Bruce noted that there will be memorabilia throughout the six month period. Melinda suggested an online directory with passwords; Sunny said that a company presented this idea to churches at the conference. Next week's church bulletin will have a Help Wanted section.

- Member Committee reports
 - o Caring Ministries - none
 - o Christian Corner - none

- o Education - *Marianne sent report below*
- o Evangelism - none
- o Lay Leader - none
- o Memorial Committee – meet in a week. Julie noted that they have two new members. Want to put a budget request in this year for stationery. Jim said that it is a subcommittee of Trustees. Carolyn said there would be a separate line item under Trustees. Had new income from Harry Schlinker’s memorial which will probably go to the Sound System. Noted that some money has been going straight to Sound System, but should go through Memorial first. Discussion about how it should be handled in the future. Jerry said that tellers make copies to give to Memorial committee. Carolyn asked that a Memorial rep go to a Finance meeting to discuss how to accomplish the accounting trail.
- o Micah Ministries – Sunny said Oct 20th will be Social Justice Sunday.
- o Music – meeting coming up
- o Stewardship – Sunny said that the campaign started last Sunday. Not just about money, but about lifestyle. Each Sunday will highlight a new chapter in the booklet given out last week, a new person will speak about it. The pledge card will be available throughout October, can turn in early, last Sunday of October will collect remaining cards during closing song. Bring up to altar, can offer hearts if not able to give money at that time. Any late cards will be consecrated during a subsequent Sunday.
- o UMM – Marshall says buy pizza, starting this Sunday. Will be delivered Oct 13. Retreat is Oct 18-19, all men invited, talking about Pentecost from a personal perspective.
- o UMW – Melinda said that the meeting last week had about 20 women, talked about being good neighbors. A committee was formed to look into how we can serve the Kids Hope kids and families. We will have a bake sale at the end of November; treats will be brought in and sold by the pound. Women of Faith is next weekend.
- o Worship – Sunny said that they are working with the stewardship campaign.
- o WTTF – Marshall said they are waiting for an updated bid for the sound system, getting close. Goal: before Palm Sunday 2014. Designing booth, getting group to build it. Carolyn said there is \$19,336 in the fund as of Aug 31; there may be funds from Godspell waiting to be transferred. Ron Zemke will review account, may be more money from previous production that can go there.

Sunny acknowledged and thanked those that helped with the church picnic.

Next regularly scheduled Administrative Council Meeting – Oct 24 Charge Conference, regular meeting November 21.

Closing Prayer at 7:55 p.m.

Respectfully submitted,
Melinda Taylor, Secretary

Youth report:

*We are starting to think about ASP 2014 already! The trip will be June 14-21 and our first meeting is October 8. We have 42 spots reserved in West Virginia (county is still unknown right now.)

*Youth group started up again on September 8 and is going very well. We have the same format as last year with jr. and sr. high meeting at the same time but separately from 6:30-8 for Bible study and discussion and then meeting together for fellowship and games from 8-8:30. We are also meeting outside of the church about once per month

*The youth have sent 2 more microloans through Kiva.org—check out the bulletin board to the right of the office window and the newsletter for more info.

*There are several youth who have committed to being “mentors” to the Sunday School children. This is going to be very informal—each youth will be paired with 1 or 2 children and they will just make sure to say hi to them on Sunday mornings and begin a relationship in that way.

Education report:

*Our new one room Sunday School has met twice (began on 9/8) and it is also going well! There are a few kinks that are being worked out, but overall it is fun and the kids are having a good time together! If you see Gwyn Greenwalt, Shelley Lukowicz, Doug Meneely, and Sarah Calderwood around please thank them for teaching! There are also 3 wonderful assistants—Judy Wayda, Jean Walters, and Sharon Jung.

*One jr. high student and one sr. high student will help with Sunday School each week—so far there has been very good feedback with this.

*Bible Sunday—when we give Bibles to 3rd graders will most likely be October 20.

*First Sundays of the month—the past few years there has been no Sunday School these Sundays but that is changing this year. The children will begin in the sanctuary and all will watch the children’s choirs. Then they will go back to Wesley Hall with the teachers and have Sunday school. In October and November the Sunday School class will have communion as a group in Wesley Hall and then in December they will go into the sanctuary to take communion with the congregation. We will continue 2 months in Wesley Hall, 1 in the sanctuary through the school year. This is a great way for the children to be able to learn what communion is and means and why we do what we do while also breaking bread together as a Sunday School family.

*First ever Trunk or Treat--For this fun evening we are looking for adults to decorate the trunks of their cars and hand out candy from them. It would be great if the adults would

also dress up, but that is up to you! We will have Trunk or Treat on Friday, October 25. Those who will hand out candy will arrive at 7:00pm to park and get ready. Children (and their parents) will arrive at 7:30pm dressed in costume and ready for the fun! We will also have a campfire and hot cider. All festivities will end at 8:30pm. This event is for the WHOLE community so please invite your friends and neighbors! There will be an event board in the narthex with tons of info and a sign-up sheet for people who wish to hand out candy.

I think that is it!

Thanks,
Marianne

PASTOR REPORT TO ADMINISTRATIVE COUNCIL (09/19/2013)

By Rev. Dr. Sunny Ahn

MINISTRY OF WORSHIP & PASTORAL CARE

- **Pastoral Care:**
 - *Birth:* Phylis Opfer celebrating her 90th birthday, Leota Sahr for her 105th birthday
 - *Death:* Harry Schlinker
 - *Critical Care:* The persons who do not want to be known in public
 - *Need of Special Prayers:* Nona Schlinker, Justin Miller's family & those who do not want to let anyone know about their critical situations in public except the pastor
 - *Hospital visit at least once a week, and home visit at least one family per week*
- **Worship:** The next worship meeting will be on Saturday (10/26) at 10:30am
 - **"Committed to Christ" Stewardship Sermon Series (9/15-10/27):** Please plan to join us each Sunday as we explore the steps to a generous life: Prayer, Bible Reading, Worship, Witness, Financial Giving, and Service. With each of these steps, we will have the opportunity to prayerfully assess our own level of commitment and to consider increasing that commitment by one step. While it would be fair to conclude that this is a stewardship series, it is more importantly a series about being committed to Christ in all areas of our lives. Equal emphasis will be placed on each of the six steps, so it is clearly not a program that is simply about money. It is rather about cultivating a thankful heart that will lead us to living with greater generosity than we could ever imagine.

- *09/15: Committed to Christ: Prayer*
- *09/22: Committed to Christ: Bible Reading*
- *09/29: Committed to Christ: Worship*
- *10/06: Committed to Christ: Witness*
- *10/13: Committed to Christ: Financial Giving*
- *10/20: Committed to Christ: Service [Social Justice Sunday]*
- *10/27: Committed to Christ! [Consecration Sunday]*

MINISTRY OF ORDER

- During the month of September and October, I am closely working with the Stewardship Committee for the stewardship campaign and SPRC for Staff's Annual Evaluation. Also, I am preparing the church for the charge conference.
- 09/19 (Th, 6:30pm): Administrative Council
- 10/24 (Th): SPRC @ 6:15pm and Charge Conference @ 7pm—preparing the reports
- 10/15 (T, 6:30pm): Board of Trustees
- 10/15 (T, 7pm): Finance Committee

MINISTRY OF SERVICE

- **Within ORUMC**
 - Church Picnic; Prayer Shawl Ministry; Bowling League; Newsletter
 - 50th Anniversary Celebration Taskforce Team (10/13 at 11:45pm)
 - United Methodist Women (UMW): Quarterly Meeting on 9/10; Women of Faith (9/27-28)
- **Within Community**
 - Community Communion Service at Devonshire (9/26, 11am)
 - SHECA- Schaumburg/Hoffman Estates Clergy Association (10/1)
 - Community Communion Service at Friendship Village (10/3, 11:30am)
- **Within District/Conference/Denomination Connectional Ministry:**
 - Justice For Our Neighbors—Immigration Issue (9/15, 5pm)
 - Cook's Corner UMC Cluster (10/8, 9am)
 - Boundary Training for Clergy (10/12, 8:30am)
 - Preside Charge Conference at Christ United Methodist Church (10/27, 1pm)

ADULT EDUCATION

- Sunday Mornings (9am, Room 2): Study on "The Sermon on the Mount" led by Marshall Nystrom & Inez Morgan

- Monday Evenings (New Life Bible Study) (7pm, Room 2): Study on “The Way Walking in the Footsteps of Jesus” led by Marshall Nystrom, Ellen Kobylewski & Sara Naumann.
- Tuesday Morning Women’s Study (10am, Room 2): Study “Having a Mary Heart in a Martha World” led by JoAnne Gregorash & Jill Wood-Naatz.
- Beginner’s Bible Study (7pm, Room 2): This class meet on the 2nd and 4th Tuesday of the month. Will study on “Live Wisely” led by Mert Rutledge
- “A Morning Cup of Scripture” (Wednesday Morning Bible Group Reading) (10am, Home of Inez Morgan)
- Job Search Seminar led by Doug Meneely. It offers to those who need help in finding jobs or enhancing interview skills or preparing a resume. Please contact Doug at 847-428-5622 (Home), 312-968-6470 (Cell), email (meneelydoug@gmail.com).