

Hilltop United Methodist Church
Administrative Council Meeting Minutes
Thursday, June 16, 2016, 7:30 pm

Present: Paulette Adams, Jeff Adams, Pastor Kelly McCuaig, Herb Fast, Kerry Rausch, Paulette Booker, Bob Berg, Jean Jackson, Michelle Behsman, Aaron Daby, Don Putzier.

The meeting was called to order by Chairperson Jeff Adams. Jeff opened the meeting with prayer.

Approval of Minutes: Minutes from the meeting of May 19, 2016 were available for review. A motion was made by Bob Berg to approve the minutes as presented. Paulette Booker seconded. The motion carried.

Pastor: Pastor Kelly reviewed the concept of simple church reminding leadership that their primary role is that of being a Discipleship Designer. He encouraged them to continue thinking about a process for making disciples – we are builders, and builders need a blueprint. Do we currently have a clearly defined process for building disciples at Hilltop? What kind of disciples do we want to build? And how do we go about building these disciples? After considering these questions, next steps will be to define the process (purpose=process) and illustrate it. Is the process simple, can you explain it easily by drawing a picture on a napkin? We should be able to measure and quantify our process of building disciples so that we know whether the process is effective. Does the process move people smoothly and intentionally towards the goal of being a disciple of Christ? We must also continue discussing the process in order to increase our own and others understanding of the process. Can we measure the extent to which individuals understand the process? There was brief discussion about our current process identifying Alpha and Walk to Emmaus as programs for building disciples. It was noted that invitations to participate in these programs may not have clearly stated the purpose of participation. Kelly encouraged leadership to continue thinking about our process for building disciples.

Nominations: Pastor Kelly reported that the General Conference amendments to the Book of Discipline prohibit spouses of appointed clergy from serving on the finance committee, as financial secretary, or as a counter. A motion was made by Kelly to remove Shannon McCuaig from the finance committee. Kerry Rausch seconded the motion. The motion carried.

Trustees: Bob Berg reported that the trustees were negotiating bids for a new boiler for the parsonage. He said that they have not set a date to start work on bringing the garage up to code. Bob asked Jean Jackson to give an update on landscaping the area by the front entrance. Before sharing the design, Jean stated the importance of having a long-term plan for the church property. She asked whether the trustees were solely responsible for making decisions concerned with the use of the church property and shared that the trustees were somewhat uncomfortable with making these decisions and thought that more input was needed from either Ad Council or an appointed committee. Jean reviewed the landscape design provided by Blue Heron Landscaping, showing picture examples of some of the elements like a water feature, sculpture, and statue. The existing tree and lamp post would be removed and a paver area would be added along with a 36" decorative fence. The area would blend with the newly landscaped area on the south side. Jeff Adams asked for an incremental budget plan so that work could begin even if the total cost is outside of the current Hilltop budget for landscaping. To address

Jean's question about future planning, Kelly mentioned that at recent finance meeting with John Mitchem the group learned that a church should have a capital campaign every 10-12 years. He encouraged trustees and all committees to spend time brainstorming and dreaming of what they would like to see accomplished at Hilltop. Jeff suggested that an ad hoc committee be formed to work with Jean in formulating a landscape vision for Hilltop. Paulette Booker made a motion to affirm the trustees decision to form an ad hoc task force for landscape visioning. Herb Fast seconded the motion. The motion carried.

Finance: Kerry Rausch presented the May finance report noting a general fund balance of \$53,033.38, with year to date income of \$109,610 and YTD expenses of \$109,227. Kerry reported that due to auto tithing income fluctuates less overall and is especially helpful during the summer months. Kerry asked Aaron for clarification on the current mission focus and plans for the third quarter so that funds received for mission can be designated accurately. Paulette Adams moved to approve the finance report and Bob Berg seconded. Motion carried.

Mission: Aaron Daby reported that the mission focus is still Echo Food shelf and in addition to the Green Bag Days he identified other ways that individuals can support Echo. The mission team had flyers available on Sunday that list volunteer opportunities: helping clients shop for groceries, sorting incoming items and stocking shelves, and delivering groceries to home bound clients. He reported that Steph was looking to schedule another Salvation Army noon meal for this fall. Aaron also reported that the missions team was thinking about a regional and world focus for missions. They would like to work with a prison ministry in our region and are considering support of a missionary(ies) for the world focus.

SPRC: Pastor Kelly shared a report by Kari Juni. SPRC is discussing the finance secretary position and working on an employee handbook. They have had several good applicants for the campus/youth ministry position and interviewed one individual. They didn't get the opportunity to interview a few because those individuals accepted other employment. The deadline has been extended to September 1, 2016 and they are hopeful that they will find an excellent candidate. EJ and Pastor Kelly have talked about plans for the youth during the interim.

Worship: Paulette Booker reported that she had been meeting with Kelly, but the worship team did not meet. Kelly talked about the family worship service at 10:30 am reporting attendance of 50 the first week, 67 the second and 80 last week. He said that it was exciting to be a part of a church that tries something new. He said the service was fun and rambunctious and ministers to children. He thought it was a good change of pace for summer when there is no Kids' Kinection. Paulette reported that Sue Anderson had been creating some art to work with the worship and sermon. She also reported that the team needed to recruit communion stewards. On a side note she said that the Make a Joyful Noise connect group had met a couple of times and were working on the 7 biblical reasons that music matters and were having great fun expressing themselves musically.

Technology: Don Putzier reported that the upgrade had been scheduled with Sim Sound to begin on August 15th with work being completed within that week. He also stated that some training would be needed for the tech staff.

Old Business: None

New Business: Paulette reported that Operation Christmas Child had been scheduled for this November. Kelly reported that finance would like to see proposed budgets for all committees by the August Ad Council meeting and he encouraged the teams to think and dream big. Aaron asked which committee was responsible for the website stating that work needed to be done. Kelly thought that the website fell under evangelism. Jeff encouraged all leadership to attend the commissioning service for Kelly taking place on Wednesday evening at the St. Cloud Convention Center at 7:00 pm. He also presented Kelly with a cash donation from the congregation to be used for a clergy robe. Kelly also called attention to another special event – Don Putzier will be receiving the Denman Evangelism Award Thursday morning at Annual Conference. Only two of these awards are presented each year and Kelly said it is a great honor and encouraged the council to be there for the presentation if they are able.

The meeting was closed as the council prayed over Pastor Kelly. Meeting adjourned at 9:20 p.m. The next meeting will be July 21, 2016.

Respectfully Submitted,
Michelle Behsman