

**Hilltop United Methodist Church**  
**Administrative Council Meeting Minutes**  
**Thursday, April 16, 2015, 7:30 pm**

**Present:** Pastor Fred, Jeff Adams, Herb Fast, Paulette Booker, JoAnn Hutchinson, Andrew Bittner, Peggy Phelps, John Phelps, Paulette Adams, Michelle Behsman, Terri Horn, Don Bohn, Rolly Utzinger, Karen Fryendall, and Bob Berg.

The meeting was called to order by Jeff Adams.

**Approval of Minutes:** A correction was made to the minutes of the March meeting by JoAnn; the amount received for Erma Juliar memorial was \$1000, not \$1200. A motion was made by John Phelps to approve the minutes of the March 19, 2015 Ad Council meeting, Andrew Bittner seconded the motion. Motion carried.

**Pastor's Report:** Fred shared his schedule through the end of June. He needs to be at the Appointive Cabinet meetings each month in preparation for the DS position. He will baptize the Emery and Beaty kids on April 26th and the Grunloh twins on May 17th. The date to receive new members is still undecided. He will be at the Annual Conference Session May 27th-29th. Confirmation Sunday will be June 7th and Fred's last Sunday in the pulpit will be June 14th. Kelly first Sunday in the pulpit will be June 28th.

**Trustees Report:** Bob Berg reported that the Trustees met with Wayne Rom, who will coordinate the community garden, and they authorized expenses for the garden. The trustees met with Rebecca from Blue Heron Landscaping and she presented a 5 year plan for Hilltop. She explained that the water coming off the roof after it rains will greatly impact any future landscape design. She estimated that 58,000 gallons of water runs off the roof on the South and West sides of the building and without a drain tile any greenery planted will not flourish. The trustees have decided to put the landscaping plan on hold while they address the need for tiling. The trustees will complete a walk-thru of the parsonage on Wed. April 22nd. Their tentative work list includes: replacing the carpet, painting, new flooring in the bathroom, removing a cupboard in the kitchen, and installing a dishwasher.

**Finance Report:** Don shared that the church had been named as a beneficiary of an annuity owned by Dean Marble. Jeff asked the family how they would like to see the gift used. The Marble family said that the gift has no strings attached, but shared that Dean had an interest in the care and maintenance of the building. John suggested the Endowment fund for Building & Property as a possibility. JoAnn discussed a couple of line items on the Finance report; Connect Groups and Reach Renew Rejoice. The District reimbursement to date includes payment for the 4th quarter of 2014. \$4790.00 has been moved from general checking into the increase and memorial accounts. Terri made a motion to approve the finance report. Bob seconded the motion. Motion carried.

**SPRC:** John reported that the team has been discussing how the church can welcome and prepare for the arrival of the McCuaig family. They will be sending a letter in June to all members announcing a welcome reception for Kelly's first day as Pastor. They are suggesting small "meet and greet" gatherings

in homes as a way for the McCuaigs to get to know everyone. A farewell reception is also being planned for the Vanderwerf family on June 14th. SPRC will also plan a special reception for Terri Horn and JJ Morgan as they enter ministry. John also reported that Aaron and Kendra Daby will be taking over custodial duties.

**Worship:** Paulette Booker thanked all of those who helped with setup during Holy Week.

**Youth:** Jeff shared EJ's report; she is planning a service project with Embrace Church of Sioux Falls and making plans for a Lock-In.

**Pastoral Care:** Sandy Cooper is stepping down as coordinator of rides and meals for homebound members.

**Technology:** Jeff shared Don's report: We will continue to use Easy Worship 2009 until enough information is available to train a core group on Easy Worship 6. They welcome ideas for possible uses of an electronic monitor at the Welcome Center.

**New Business:** Michelle shared that Carbonite had been installed on both the office computer and the pastor's computer. She will install on the computer in the tech room in the coming week.

Andrew made a special announcement (insert drum roll please) HE IS GOING TO SEMINARY!!! 😊

**Next Meeting/Adjournment:** The next meeting will be on Thursday, May 21, 2015 at 7:30 pm. Pastor Fred closed with prayer. Meeting was adjourned.

Respectfully submitted by Michelle Behsman.