

**Hilltop United Methodist Church
Administrative Council Meeting Minutes
Thursday, February 16, 2017, 7:30 pm**

Present: Jeff Adams, Paulette Adams, Kelly McCuaig, Margaret Beaty, Karin Gavin, Michelle Behsman, Bob Berg, Don Putzier, Kerry Rausch, Wayne Baumgartner, Paulette Booker, Shannon McCuaig.

Approval of Minutes: Paulette Booker made a motion to approve the January 19, 2017 minutes as presented and Bob Berg seconded the motion. Motion carried.

Jeff Adams noted the “reminders” that we are mid-sized church, that we need to act our size and that we need to be outward focused and disciple focused. A new reminder was added - “Take care of the rising generation” to which Kelly shared was the advice given to a young preacher by John Wesley on his death bed. Kelly stated that whatever we do, we should be taking care of the rising generation; they are the church now, they are us.

Pastor Comments: Pastor Kelly began by congratulating the council on paying 100% of apportionments to the MN Annual Conference. He recapped the Ad Council focus in the last year; learning about Simple Church, managing the change in worship, and visioning about the future. He felt convicted that before we layout a strategy of ministry, we must first be a people of prayer. We need to pray for the Holy Spirit to move within our own lives and the life of the church. Kelly then read excerpts from Chapter 1 of *Revival Rising* by Mark Nysewander and asked the council to gather in small groups to discuss the reading. The groups discussed what the writer meant in finding “community alive with an awareness of God” and how do we pray for this awareness. After a brief discussion, Jeff shared that he saw the awareness of God as being the awareness of the Holy Spirit and he thought it may be helpful for the council to have a visual reminder of the Spirit’s presence with us. He lit a candle in our midst.

Upward (Worship): Paulette Booker reported additions to the team: Bonnie Weingartz, Shane Moore, and Sue Anderson. The team is making plans for the Lenten and Easter worship. They discussed their role in creating a transformative worship experience.

Inward (Nominations): Kelly reported for Stacy that the team had discussed future discipleship goals and recruiting more members for the Inward team. He reported that the team was trying something new in offering Connect Groups that do not meet for the entire semester. The *Grow at Home* family discipleship event is a one-day workshop that will take place on March 4th. *With Jesus in the Upper Room* will meet during Lent starting on March 1st.

Outward (Missions): Shannon McCuaig, new chair of the outward team, reported that the purpose of the first meeting was a welcome and orientation for new members. They clarified their vision goals to reach the community and the ends of the earth.

Trustees: Bob Berg reported that there are new locks on the office doors as the outer doors have been found unlocked on a few occasions. The trustees received another bid for the roofing repair needed over the narthex. They are awaiting an updated bid from Schwickert’s. He also reported that he and Don Putzier met with Shield Security to discuss video surveillance due to the technology upgrades and general security. The estimated cost is \$3127.00 and Bob called for discussion since this is not included in the 2017 budget. It was suggested that it be added to the technology expenses. In discussing the

details of the surveillance system, Bob stated that the trustees would develop a policy and plan for viewing the video. Jeff said that it should be checked regularly to ensure that the cameras are recording. Up to two months would be recorded, but Jeff suggested that larger hard drives are relatively inexpensive and should be considered. Kelly added that it was a relatively inexpensive way to protect the church from theft and to minimize liability. Bob made a motion to move forward with installation of the video surveillance system upon conferring with the finance team about available funds. Kerry Rausch seconded the motion. The motion carried.

Finance: Kerry Rausch reported the January 2017 ending checkbook balance is \$55,024.82, \$17,970.78 of which is designated funds leaving a \$37,054.04 working general fund balance. Total income for January was \$41,743.85 with \$25,378.90 in giving to the general fund, the highest amount given in January in the last five years. There was additional designated giving of \$16,364.95. Expenses for January were \$31,913.10, which included a \$13,738.33 downpayment on the technology upgrades. Bob Berg asked if there would be memorial funds available that could be used for the video surveillance system. Kerry Rausch said that this would need to be discussed with finance. Bob said that he would like to see the system installed very soon since the new cameras and video upgrade was to be completed within the next week. Jeff called for a motion to fund the video surveillance system through the memorial fund if Kerry has approval from the finance committee. Paulette Booker made the motion and Shannon McCuaig seconded. The motion carried. Paulette Adams moved to approve the finance report as presented and Paulette Booker seconded the motion. The motion carried.

Staff/Pastor Parish Relations: Kelly shared that SPRC met the previous Sunday (Feb. 12th) to interview a candidate for the Youth Director position. He said that Dan Rivers was doing a fantastic job with the youth group and reminded the committee to thank Dan.

Pastoral Care: Paulette Booker asked about the communion visitation meeting. Kelly said that six people were in attendance and another fifteen individuals had expressed interest but were unable to attend the meeting.

Technology: The video upgrade with new cameras will likely be installed next week. This will allow for high definition recording of our services and will replace our current failing cameras. Pastor Kelly, Michael Olson, Bob Berg, and Don Putzier met with Sim Sound on February 16 to discuss audio needs for the sanctuary. A proposal is being developed to include new speakers and a sound mixer to improve the quality of the sound in the sanctuary, as well as to improve the quality for recording the services. The current audio equipment is approximately 20 years old and is failing to meet our current needs. It is estimated that the audio upgrade will cost \$20,000. This would be in addition to the video upgrade. The Ad Council affirmed the need to solicit more funds to pay for the upgrades. So far, approximately \$15,000.00 have been raised for the upgrades. An additional \$33,000.00 will need to be raised for the remainder of the video upgrade plus anticipated audio upgrades in the next few months. Kerry Rausch asked if we could add technology as a giving option on our webpay and text to give.

New Business: Kelly proposed that a change be made to scheduling of the Ad Council and Committee meetings. He shared that the purpose of Ad Council is to cast vision, not to listen to reports. Using an illustration he explained how the leadership is purposed to vision and set goals and the committees are

tasked to ensure that the work is completed. In the current arrangement the teams meet first and then report to council about their activities. Kelly suggests that if council meets first at 6:30 pm, the committee chairs can then take the information from Ad Council to their teams so that all teams are working toward the same mission. There was a question about the length of the Ad Council to which it was agreed that council would meet for the same length of time from 6:30-8:00 pm. It was also asked if the committees would need to meet on the same night. It was agreed that it would work best if the teams could meet immediately following Ad Council but understood that this may not work for all teams. It was agreed that we try the new arrangement next month and that all committee chairs should discuss the time change with their team and let the office know if they plan to meet at a different time.

Adjournment/Next Meeting: Jeff Adams closed with a reminder that our job is that of making disciples. He shared several scripture texts that told of Jesus' instructions to his disciples. In Mark, Luke and Matthew Jesus tells the disciples to *take up the cross*. He tells the disciples to *love one another, love your enemies, love your neighbor as yourself, and do good*. Jeff said that love has a cost, love is not always easy. Loving people can be seen as a way of taking up our cross. He asked council to consider...What if...we loved everyone this week. He then led us in a closing prayer. The next Council meeting will be held on Thursday, March 16, 2017 at 6:30 pm with committee meetings to follow at 8:00 pm.

Respectfully Submitted,

Michelle Behsman