

## Hilltop United Methodist Church

### Administrative Council Meeting Minutes

Thursday, April 25, 2019 at 6:30 p.m.

**Present:** Allison Bass, Paulette Booker, Onalee Green, Don Putzier, Stacy Vanderwerf, Kelly McCuaig, Kerry Rausch, Mark Wright, Derrick Galinat, Bill Scherer, Adela Scherer, Michelle Behsman, Bonnie Weingartz, Paulette Adams, Ashley Goltermann, and John Phelps (via phone).

Allison opened with scripture (Philippians 4:6-7) and invited all to pray as led

**Visioning:** Pastor Kelly reported that he had an opportunity to visit with Bishop Ough and all the District Superintendents the week prior as the Cabinet was meeting at Hilltop. He had an opportunity to share information with them about recent Hilltop activities; how seventeen Hilltop members attended Walk to Emmaus this winter and how the congregation exceeded the goal of the Generosity Snowball campaign. Bishop Ough was astonished that the congregation was doing all of this in the midst of a pastoral transition. Kelly told the Cabinet that this is truly the ministry of the church. Kelly also shared that three of the MCCI teams would be commissioned in May and all would be launched before he leaves.

**Approval of Minutes:** Paulette Booker moved to approve the March Ad Council minutes. Don Putzier seconded. Motion carried.

**Upward:** Paulette Booker reported that the Stations of the Cross for Holy Week were not as well attended as last year with 37 visiting on Thursday and 41 total. Those who attended expressed appreciation of the prayer labyrinth. 135 people attended the Good Friday cantata.

**Inward:** Stacy Vanderwerf said that Connect Groups and Connect Academy were coming to an end and she has begun planning for Summer Connect Groups. Kelly said that it is now time to begin promoting Emmaus Fall Walks.

**Trustees:** Derrick Galinat reported that the trustees have scheduled the air conditioning install for the West Classroom. They also have a Spring Clean Up planned for sometime in May.

**Finance:** Allison Bass shared that she had met with finance as they had identified a shortfall. Allison is asking all teams to revisit their budget requests by May 10 and present revised requests.

Kerry Rausch presented the March financial report – YTD expenses are \$93,800 and income is \$83,400. Checking balance is \$21,552.52 of which \$20,000 is designated leaving a working fund balance of \$1000.

Mark Wright explained that the budget was adopted without consideration of plate revenue. He also said that the trustees were very generous in pairing down their budget and finance is very close to closing the gap. Finance is following the example of Dave Ramsey's "zero-based budget". Mark did say that the Snowball challenge will be helpful in achieving this goal. Don Putzier reported that there is \$11,000 in designated funds for technology and this allowed the trustees to release capital improvement initiatives. Finance will also be looking at ways to utilize the Memorial Fund. Don Putzier made a motion to approve the March finance report, Bonnie Weingartz seconded. The motion carried.

**SPRC:** Allison Bass provided an update on the pastoral transition stating that a letter had been sent to Matt Sipe expressing our needs during this transition. Kelly said that the SPRC is planning for Meet and

Greets for the Sipe family. He also said that Matt and SPRC are aware of budgeting and staffing issues. Matt felt it was best to take a breather to see what comes from the MCCI teams.

**Wesley:** Paulette reported that the Wesley Foundation Board and Ashley had finalized a job description for the Campus Minister and the board would be moving forward with plans to fill this position. The Wesley will be responsible for all expenses, but hopes that Hilltop members can continue to support this ministry in any way they can. Paulette requested that finance consider keeping the \$3000 budgeted for the Wesley. Don Putzier made a motion to approve this request. Mark Wright seconded. The motion carried.

**Kids Connection:** Kelly reported that Karin and Jocelin will continue to lead Kids Connection until the end of the school year and there will be no programming during the summer months.

**Youth and Campus:** Ashley reported that the McCuaig's were hosting the college students on May 5 for a Cinco de Mayo feast and the Wesley Board were planning a Finals Week cookout at the Wesley House on Monday, May 6. She said that she has a student retreat planned at Shalom Hills Farm in Windom this coming weekend.

Ashley reported that she had met with YMAT to do some brainstorming about summer programming. She said the plan is to have three events each month (meeting at someone's home, bible study at the church, and a fun event). The last Wednesday night meeting at the church will be May 22.

Ashley said that confirmation would end on May 26, with Confirmation Sunday taking place June 2. She suggested that in the future confirmation be longer than a semester. She also reported that graduates will be recognized on Sunday, May 5.

**Endowment Fund:** John Phelps stating the Education and Leadership Fund saw 7% growth and the Property Fund saw 8%.

**Technology:** Don Putzier reported that the digital recorder was not functioning properly, but repairs are being made that are covered by the warranty and it should arrive next Tuesday.

**Old Business:** Michelle provided an update on the new website and newsletter stating that the new E-newsletter will be launched for May and visitors to the website will be able to opt-in and manage their subscription request. Those previously received a mailed newsletter will receive one by mail in May, but must opt-in to continue this service.

**New Business:** Allison Bass reminded the council the Kelly's last Sunday is June 16 and the McCuaig's will be departing June 18. The Sipe's are arriving June 21. Due to this transition council will not meet in June. The next Ad Council meeting will be May 16.

The meeting concluded with the breakthrough prayer.

Respectfully submitted by Michelle Behsman