

Hilltop United Methodist Church
Administrative Council Meeting Minutes
Thursday, May 19, 2016, 7:30 pm

Present: Pastor Kelly McCuaig, Eric Mundt, Jeff Adams, Paulette Adams, JoAnn Hutchinson, Terry Berg, Don Putzier, Bob Berg, Herb Fast, Karen Frydendall, Paulette Booker, Kari Juni, E.J. Lee, and Kerry Rausch
The meeting was called to order by Chairperson Jeff Adams. Jeff opened the meeting with prayer.

Approval of Minutes: Paulette Booker moved to approve the minutes from the March 17, 2016 meeting and Eric Mundt seconded. Motion carried unanimously.

Pastor's Report: Pastor Kelly reviewed idea of simple church and that we are to be managers of God's grace by being good stewards and sharing his grace.

Pastor Kelly explained that make overs need to happen whether large or small and that our focal point needs to remain on what discipleship looks like. We are discipleship designers as leaders. There needs to be a simple process that leads to growth and vitality of our members and that discipleship is a process. Simple church is a congregation designed around a single strategic straight forward process that leads people through spiritual growth. This requires a clear and concise process which is easy to grasp and communicate; it needs to remain consistent and be tied to the mission of the church. The discipleship plan must promote movement and flow logically. Members must be guided gently and with grace. All members must be expected to move forward in this plan and there must be an end result. As Methodist we must expect life transforming change.

Pastor Kelly presented metrics of a Simple Church which include numeric analysis. The Simple Church approach to ministry should result in at least 5% growth rate for three consecutive years. Since 2000, Hilltop has not reached three consecutive years of 5% growth. Pastor Kelly asked leadership to describe our discipleship plan, which was difficult to communicate. As leadership we need to communicate it here and to the body at large.

Pastor Kelly stated he is about to enter into his last seminary class this summer and in a couple of weeks he will be provisioned as a conditional elder in the conference. He will be taking a family vacation this summer and as a result will be gone two Sundays in July, Bishop Ough has invited Pastor Kelly to be a delegate to World Methodist Conference which will be the end of September and into the first week of October. The cost of this conference will be at Pastor Kelly's expense. There are some budget funds which will cover part of the cost, but will not cover it in full. Pastor Kelly presented the expected shortfall in funding and asked for additional financial support. Discussion of leadership resulted in members agreeing to support Pastor Kelly financially without needing to bring this in front of the membership as a whole. Pastor Kelly also presented his travel plans and leadership encouraged him to find alternate travel plans even if the cost is higher. Leadership unanimously agreed to support Pastor Kelly financially.

Trustees Report: Eric Mundt reported the boiler in parsonage is outdated and needs to be replaced. A new boiler will be more efficient and cheaper, with Center Point Energy rebates available. Three bids have been received. The copier machine is not functioning properly. The average life span of a copier is eight years and we have had this copier 7 years. Michelle has researched the options of leasing versus owning and it has been determined that owning is cheaper. Replacing the copier is not in a budgeted item but there are non-dedicated

funds available for this purchase. The trustees are looking to do electrical work in garage and get it sheet rocked. Cleanup day was a success with windows washed, a new bathroom stool installed, shelving in storage room new was completed, and mulch and lime was applied the community garden. The trustees would like to transfer \$11,000 from the funds for air conditioning to the technology upgrade. Since the back rooms do not get used that much, they feel this would be a better use of these monies. The Trustees requested regular reporting of initiative fund balances.

Finance Report: Kerry Rausch presented the finance report stating April's income was higher than expenditures with a checking account balance of \$84,256.50 and the working general fund balance of \$54,033.74. She also stated the finance committee discussed the possibility of providing pledging members with monthly statements. Adela Scherer provided options on what the needs of this position would require if monthly statements are implemented. She also has expressed interest in stepping down as the finance secretary at the end of 2016. EJ Lee mentioned the Text to Give page on the website is hard to read with the background color. JoAnn Hutchinson moved to approve the finance report and Eric Mundt seconded. Motion carried unanimously.

Fellowship Report: Terry Berg reported the fellowship committee has been discussing if there is a need for the fellowship committee to continue as there are now other avenues for members to connect with each other. They are requesting to disband for the remainder of this year and would like to have Ad Council determine how they would like to proceed for 2017. Fellowship events take much planning and attendance at these events has been low. A task force can be pulled together for special fellowship events. Discussion included concern that fellowship needs would not be met without a committee. Pastor Kelly stated he supports the request to disband the fellowship committee. Karen Frydendall moved to approve fellowship committee's request to take a break for the summer and to reconsider in the fall if it should be disbanded permanently and Eric Mundt seconded. Karen Frydendahl withdrew motion which Eric Mundt seconded. Kari Juni moved to disband the committee and to try the task force approach with the ability to resurrect fellowship committee if needed. Eric Mundt seconded the motion. Jeff Adams asked how we will measure fellowship and that by the August Ad Council meeting we need to be able to determine how we will measure fellowship going forward. Motion carried unanimously.

SPRC: Kari Juni stated interviews are being set up for the campus ministry position. Work on an employee handbook is taking place and the goal is to have a draft by June. Kari explained that Hilltop's benefits are different than districts and would like clarification on which time off package Michelle should be following. Council indicated her days off should mirror the districts. Due to this, her contract will need to be updated.

Worship: Paulette Booker reviewed the report from March 22, 2016 music visioning meeting. The results show that we are doing a lot of good things and need to continue doing good things and need to do other things better. The worship team will be meeting with Kelly to offer feedback on how worship team can use this information to move forward. Youth, parents and college age individuals gave very meaningful input. A handout was available with the results of this meeting.

Youth: EJ Lee showed the new Hilltop shirt and presented the upcoming youth schedule. They will have two weeks off and then continue into June.

Paulette Adams moved to continue the meeting past the 9:00 p.m. deadline and JoAnn Hutchinson seconded. Motion carried unanimously.

Technology: Don Putzier handed out summary of technology upgrade options which has been looked at for the past two years. Some breakdowns of equipment have been occurring and an estimate from SIM Sound has been received. The technology committee is recommending moving forward before real problems and compatibility issues with KTV occur. The following options were recommended at this time: Option B1 will upgrade tech booth which is the central system and would allow for multiple outputs to various monitors. The cost of Option B1 is \$18,413.07. Option C includes the Narthex Overflow Video Display with of cost of \$5,660.10 includes a monitor on the wall above the windows. Option F1 includes a confidence monitor/projector in the sanctuary for a cost of \$6,550.75. The total cost of the recommended phase I upgrades is \$29,733.92. Current funds available include approximately \$10,000 which has been set aside, \$2,700 from the pork feed, and \$11,000 which will be transferred from AC fund for a total of \$23,000 to \$24,000. Half the cost of the upgrades would need to be paid prior to work beginning and the balance upon completion. Some members have indicated they would fill the rest of the financial need. Bob Berg indicated there are other funds such as the initiative fund with a balance of approximately \$38,000 and the memorial fund with a balance of \$18,000. To transfer money from both of these funds would need Ad Council motion. One member has requested their donation of \$2,000 be transferred to the tech fund. He also stated there is no reason to not take money from initiative fund and memorial funds. Bob asked for motion to move forward and stated the goal is not to take away from any other ministries. The Trustees would like to see council approve the freeing up of cash from these funds to shore up funds needed for the technology upgrades. Paulette Adams moved to proceed with the technology upgrades and the freeing up of initiative funds and Kari Juni seconded. Paulette Booker stated technology is a large part of what we as a church want to accomplish. The motion carried unanimously. The next phase of these needed upgrades will be revisited in the fall.

Old Business: None

New Business: None

Pastor Kelly closed the meeting with a prayer. Meeting adjourned at 9:16 p.m. The next meeting will be June 16, 2016.

Respectfully Submitted,
Kerry Rausch