

**Hilltop United Methodist Church
Administrative Council Meeting Minutes**

Thursday, October 15, 2015, 7:30 pm

Present: Paulette Adams, Jeff Adams, Rolly Utzinger, Herb Fast, Karen Frydendall, Aaron Daby, JoAnn Hutchinson, Michelle Behsman, Kerry Rausch, Kelly McCuaig,

The meeting was called to order by Jeff Adams.

Approval of Minutes: A motion was made by Rolly to approve the minutes of the September 17, 2015 Ad Council meeting, Karen seconded. Motion carried.

Pastor's Report: Kelly reported that he along with Shannon McCuaig and Stacy Vanderwerf will present Hilltop's plan to plant a Wesley Foundation on the MNSU campus to staff at the MN Annual Conference on October 26th. It is not for approval, but rather sharing our vision for this new ministry. In the coming months, Kelly and Fred will begin to select a board of directors for the Wesley Foundation and begin the search process for the campus minister position.

Kelly reported that the Asbury-organized, non-denominational NewRoom conference he attended last month was one of the top five spiritual moments of his life. The theme revolved around John Wesley's idea that if you focus your ministry on holiness, small groups, biblical preaching and lay leadership all else will fall into place. He has great hopes that lay leadership from Hilltop will attend next year's event with him.

Kelly feels that the two Sunday worship services are going well and the Wednesday Eucharist has a great start with 18 attending on average. He said this service is fast becoming his favorite and he encouraged all who wished to deepen their relationship with our Lord to partake in the Eucharist more frequently.

Kelly also provided details on events in the next two months which include: 3 baptisms, 2 weddings, stewardship campaign, Harvest Home Dinner, All Church Conference, Ecumenical Thanksgiving worship at Grace Lutheran, and the Advent worship series.

Trustees Report: Aaron reported that Bob and Bill cleaned the garage to make room for OCC boxes. The dead tree at the parsonage was dropped by the utility company and Eric will come with a trailer to finish cleanup. Bob spoke with Nielsen Blacktopping and they assured him that the remaining work on the parking lot would be completed this fall. A pallet of steel shingles was delivered in order that we may use them for a dedication service on October 25th. Trustees learned that the property insurance will be reduced by 20% due to the steel roof. Lastly, he reported that the epoxy floor project at the parsonage was completed and all were pleased with the end result.

Finance Report: JoAnn reported that there is \$36,406 in the church roof fund, which will cover all but \$3000 of the cost of the new roof. The trustees hope to raise the additional funds by hosting a pancake supper on October 25th. In addition to collecting free will donations, they plan to "sell" roof shingles with a suggested price of \$20.00 each.

JoAnn provided a brief overview of the September finance report. Expenses appear higher than average, but they include \$5000 transferred to savings, parsonage flooring, and connect group books.

Eighty percent of the cost of the parsonage flooring was covered by 2014 Christmas festival proceeds given to the trustees. The remaining share was covered by major repairs. The cost of the connect group books will be offset by fees collected from individuals.

Kelly then reviewed the 2016 budget proposal. He noted and explained the areas of increase: ministry candidate support, discipleship plan, pastor continuing education, Wesley foundation minister, annual conference delegate, special events, parsonage maintenance, and AC units for rooms on west side of building. With Kelly still finishing his MDiv and Andrew Bittner at seminary, council approved an increase in ministry candidate support and continuing education for the pastor. As we continue to grow it is expected that participation in connect groups will also increase so the discipleship plan line item was doubled. We anticipate hiring a campus minister who will begin work on July 1, 2016, so the budget reflects half a year's salary. Kelly asked for funds to be designated for special events like the Back to School Bash so this line item was added to the budget. The largest increase other than the added staffing for the Wesley Foundation was for parsonage maintenance. Necessary safety upgrades need to take place next year, including installation of a firewall between the garage and house and a new boiler. Also in the proposed budget is the installation of AC units in the conference room, Sunday school room, and fireside room. The overall increase over 2015 is \$40,341.89 or 13.77%, which is about the same as the 13.9% increase in 2014. The average increase over the last three years is 10% which is in Kelly's estimation a healthy and manageable level of growth. JoAnn made a motion to approve the 2016 budget proposal and Karen seconded. Motion carried.

Endowment: John Phelps emailed an update: Property Fund saw 2.3% increase for a total value of \$15,347.32 and Education saw a 2.9% increase for a total value of \$24,126.76.

Worship: Paulette reported by email that the team met on Oct. 11th. They continued their planning discussion for the next few months, including identifying and recording testimonies from people whose lives have been changed by prayer. The testimonies will be shown during the stewardship sermon series. Paulette Adams added that the trustees installed more pulleys and cords in the sanctuary to assist in hanging banners.

Technology: Don was away at Emmaus, but Jeff reported that Don had received a bid from Sim Sound for upgrades which essentially replace all aspects of technology in the sanctuary.

New Business: Paulette reported that Operation Christmas Child is on track for the third week in November. She also reported that the Pastoral care team has been doing visitations and will meet in November to examine structure of the group.

Next Meeting/Adjournment: The next meeting will be on Thursday, December 17, 2015 at 7:30 pm. Ad Council will not meet in November due to the All Church Conference scheduled on Thursday, November 12th at 6:30 pm. Jeff closed with prayer. Meeting was adjourned.

Respectfully submitted, Michelle Behsman