

**Hilltop United Methodist Church
Administrative Council Meeting Minutes
Thursday, August 17, 2017 at 6:35 p.m.**

Present: Kelly McCuaig, Allison Bass, Karen Frydendall, Ashley Swoboda, Stacy Vanderwerf, Karin Gavin, Cheryl Emery, Kerry Rausch, Shannon McCuaig, and Don Putzier.

Allison Bass called the meeting to order and Kerry Rausch opened with prayer.

Approval of Minutes: After reviewing the minutes Stacy Vanderwerf made a motion to approve the minutes and Kerry Rausch seconded the motion. The motion carried.

Visioning: Kelly provided an overview of our summer family outreach event, *The Master's Storyteller*. We averaged about 120 people each evening - members, friends and family, visitors, community members, etc. Multiple persons came forward to profess faith or step into a new season of walking with God. It was truly a multigenerational family-friendly event.

Kelly said that we are launching the Connect Academy, a three-year educational discipleship experience, this October on Wednesday nights from 6:30-8:00pm. A new comprehensive adult discipleship brochure will be published in September. We are leading the way in intentionality surrounding discipleship.

Committee Reports

Upward Team: Paulette Booker said that the team met on the last Sunday in July and are continuing their efforts on evaluating worship services. They are moving forward with introducing more artistic illustrations in our worship series.

Outward Team: Shannon McCuaig reported that the team met last month seeking to streamline our focus on missional gestures and engagement. She also shared that we have officially adopted Kennedy Elementary to provide support (supplies, etc.)

Finance: Kerry Rausch reported that finance had shared with Kelly names of possible committee members. Kerry presented the July finance report – the year to date revenue is \$239,009.19 and year-to-date expenses are \$222,978.96 with an ending checking balance of \$61,224.30. Working general fund balance is \$35,163.18. Paulette Booker moved to approve the finance report and Karin Gavin seconded. Motion carried

Kids Connection: Kelly reported that we are seeking to employ a Children's Ministry Coordinator on a part-time, trial period (one year). They would coordinate grade school ministry (K-5) as well as the nursery. Funding would be provided by the Increase Fund. We are also looking to experiment with restructuring our children's offerings on Sundays. Rather than offer Sunday School, we would offer Children's Church during the 10:30am worship service... this would mean that children participate in the regular worship service with their parents for the first several minutes and then they would be dismissed to Children's Church for age-appropriate teaching.

Cheryl Emery added that through research they found that hiring a Children's Ministry Coordinator is standard across churches and payment usually runs in the \$10-15,000 range. Stacy Vanderwerf asked, "Would be helpful to enlist a task force to assist the SPRC in this process?" and "What will we do for the kids between now and when this program can be launched?" Allison Bass asked if we should try to do something in the meantime (have curriculum and structures in place to offer Children's Church)? Karin Gavin said that she thought it would be best to simply keep everything 'under construction' until the right person is found. Kerry Rausch made a motion to support the SPRC in creating this position and stewarding the resources for this role (job description, compensation, hours, etc.). Stacy Vanderwerf seconded. Motion carried.

Youth/Campus: Ashley Swoboda reported that the confirmation retreat went very well. Since returning, all students from that trip have participated in youth activities, and have asked to prolong the original programming idea. *Meet the Pastor Nights* are coming in order to talk about youth opportunities,

discipleship plans, and a brochure has been created for more in-depth youth plans and information. Ashley gave an overview of the plans for the upcoming year. Youth (and parents) will be involved in a monthly outreach/service project as well.

Technology: Don gave a presentation highlighting the need for moving forward on our audio upgrades. An initial upgrade proposal has been under review since February, looking at our need for improving the quality of sound in our sanctuary to enhance our various types of music ministry. The current audio system is 19 years old. The past few years our audio system has performed marginally, and failure of some components is imminent. Discussion has taken place among the technology group, worship committee, Ad Council, Michael Olson, worship leader, and Paulette Adams, lay leader and choir director. We have determined a need for a new audio system, including a digital sound mixer and new sanctuary speakers. This system should allow marked improvement in quality and volume of sound throughout the sanctuary, and allow wonderful control of sound settings, with presets to make it easy for even novices to use. Ad Council has approved a proposal from Sim Sound and Video, a quality company which has served us well in our technology needs for 19 years. The total cost of the project is \$17,398.23. Fundraising with donations to the technology fund are welcome to allow us to move ahead with installation, hopefully this fall.

New Business: Paulette Booker inquired as to whether hiring an in-worship interpreter would need to come through the Administrative Council or another committee. Kelly confirmed that it would need to be discussed by the Outward Team and then presented to Ad Council.

Kelly shared that we are in the process of rebranding! Michelle Behsman and Ashley Swoboda are working with a graphic designer, having our logo re-imagined in order to truly reflect our identity as Hilltop. A new website will be produced once the rebranding is complete.

Meeting adjourned at 8:32 pm. Stacy closed in prayer.

Respectfully Submitted,

Ashley Swoboda