

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

**Thursday, September 17, 2015, 7:30 pm**

**Present:** Jeff Adams, Rolly Utzinger, Herb Fast, Karen Frydendall, John Phelps, JoAnn Hutchinson, Michelle Behsman, Paulette Booker, Eric Mundt, Don Putzier.

The meeting was called to order by Jeff Adams.

**Approval of Minutes:** A motion was made by John to approve the minutes of the August 20, 2015 Ad Council meeting, Jo Ann seconded. Motion carried.

**Pastor's Report:** Jeff shared a video message from Kelly, who was at the New Room Conference in Tennessee. Kelly reported that the Back to School Bash was a huge success as Hilltop enjoyed a wonderful time of fellowship as we welcomed and blessed several families from our neighborhood. He also remarked that the worship time changes were received positively and that the additional time for Kids Kinection is a blessing to our children. Kelly has met with two couples who wish to join the church and be married here in the next couple of months. He encouraged council to attend the Accelerate Workshop being held at Hilltop on Saturday the 19<sup>th</sup> and he reminded council of the Charge Conference on Sunday the 20<sup>th</sup>. There was discussion from council about Kelly's beard and after a motion from Jeff and a second from Paulette, council approved Kelly's beard.

**Trustees Report:** Eric reported that after recent heavy rains the parsonage basement flooded because of sump pump failure. Servicemaster was called to remove the carpet and a new sump pump was installed. The trustees discussed alternatives with the McCuaig's and all felt the best solution was to epoxy the concrete floor and use area rugs as needed. The epoxy coating will cost \$3000 and will be covered primarily by Christmas Festival funds designated last year for major repairs. The trustees received a quote from Boelter Window & Siding for a steel roof for the sanctuary. The total cost is \$39,500 and the church roof fund will cover all but \$3000. The remaining \$3000 will be covered by monies set aside in the future maintenance fund. There were many upsides to steel roofing, including: higher rating on wind, hail and fire protection, better ventilation, property insurance discount, and a 50 year warranty. Installation will begin this fall.

**Finance Report:** JoAnn reported that income and expenses were in line for the month of August. Expenses appear higher than average but there was a payoff of the budgeted landscaping project of \$7,200 and \$22,000 of the expenses were actually a transfer of funds into savings accounts. She noted that Hospitality/Kitchen spending is over budget and will be increased next year. She also reported that the 2016 budget proposal is nearly complete and that figures would be finalized after the Charge Conference on Sept. 20<sup>th</sup>. The council will vote on the 2016 budget at the October meeting.

**SPRC:** John reported that the committee met recently to review staff compensation, including the potential staff ministry position, in order to make recommendations for the 2016 budget. They are focusing on future needs and discussed additional staffing for the office. He also mentioned that they would be working on staff evaluations in the near future.

**Missions:** Don shared a report from Stephanie. Fourteen volunteers from Hilltop served 95 guests at the Salvation Army on Sunday, August 16<sup>th</sup>. The October mission potluck will benefit the Backpack Food Program, an initiative of the Feeding Our Communities Partnership.

**Worship:** Paulette reported that they have been planning for the remainder of the 2015 calendar year. They will be looking for a design team to work on adornment for the sanctuary for the advent season and Christmas Festival. Also, Kendra Daby is joining Terry Berg as co-chair of the Christmas Festival.

**Technology:** Don reported that they are still awaiting a proposal from Sim Sound for some upgrades, with monitors in the narthex, improved speakers in the narthex, projector and sound system for fellowship hall, and a screen for the back of the sanctuary.

**New Business:** Michelle reported that the Annual Church Conference has been scheduled for Thursday, November 12<sup>th</sup> at 6:30pm, with DS Fred Vanderwerf presiding. Ad Council elected to not meet the following week on Thursday, November 19<sup>th</sup>.

**Next Meeting/Adjournment:** The next meeting will be on Thursday, October 15, 2015 at 7:30 pm. Jeff closed with prayer. Meeting was adjourned.

Respectfully submitted, Michelle Behsman