

**Hilltop United Methodist Church**  
**Administrative Council Meeting Minutes**  
**Wednesday, April 19, 2017 at 8:03 pm**

**Present:** Jeff Adams, Paulette Adams, Paulette Booker, Don Putzier, Kelly McCuaig, Allison Bass, Shannon McCuaig, Ashley Swoboda, Bob Berg, Margaret Beaty, Karin Gavin, Kerry Rausch, and Michelle Behsman.

Jeff Adams opened the meeting with prayer.

**Faith Formation:** Pastor Kelly led the Administrative Council in faith formation by reading Chapter 3 of Revival Rising and the council then met in small groups to discuss the reading.

**Visioning:** Kelly said the results from the visioning about Children's ministry, gathered at the March meeting, were shared with Jocelin Reynolds.

Kelly then presented a review of our growth in worship attendance and called on the council for input and vision. He said that average worship attendance has grown by 10% in the last year and we are now averaging 140-150 people at the second service and 40-60 at the first service. We reached an all-time high average attendance during Holy Week services, from Palm Sunday to Easter. In 2013 when average attendance reached 150, a second service was added in which 35 to 50 people moved to the early service time. He added that there is an optimum level of attendance that is comfortably full but yet allows room for visitors and we are now moving beyond that at the 10:30 am service.

Kelly met with some of the members of the Upward Team and the Associate Pastor of Youth & Campus Ministry, Ashley Swoboda, to discuss the situation and they felt the best solution at this time was to have about 50 people move from the 10:30 am service to the early service, in order to have enough seats for visitors. The question is how to attract more people to the early service when they are accustomed to the style of the 10:30 am service. Some of the ideas from their discussion include: 1) making the early service more family friendly (adding a children's message), 2) moving the worship time to 9:00 am, and 3) adding one additional worship song with musicians and vocalists that retains an overall traditional feel. Kelly said that if we were to add an additional worship song, Michael would need to know so he could work on arrangements over the summer. Kelly said that we will continue to have two worship services in the summer (last summer we offered a 9:00 am and 10:30 am) and this would be a great opportunity to try out ideas before the start of the school year when attendance picks up.

Kelly asked for Ad council input on these possible changes in worship. The Ad council agreed that 9:00 am was a better hour for the early service, and they directed Kelly to ask Michael to work on preparing songs for the earlier service that will be implemented gradually. It is very important to the Ad council that the musical arrangements retain the more traditional aesthetic that we're working towards at that service while appealing to both younger and older generations. Discussion as to how children's programming will fit into this new schedule will take place in coming months as we prepare for a new year of children's ministry beginning in September. Also, the Upward Team will discuss this vision and report back to the Ad Council as needed.

**Committee Reports:**

**Upward:** Paulette Booker asked the Trustees to come up with a plan on how to hang last year's Easter posters in the fellowship hall.

**Inward:** Pastor Kelly reported that summer connect groups are being organized. The Conference has hired a leadership development person who is available to be utilized, and will be meeting with he and Stacy soon to discuss our discipleship development model.

**Outward:** Shannon McCuaig reported the Outward Team will be meeting on Sunday, April 23rd and discussion will primarily focus on partnering with a missionary and what part of the world they would like to focus their support.

**Trustees:** Bob Berg reported spring cleanup at the church will be Saturday, April 22, 2017 from 9:00 to noon with breakfast served at 8:00 am.

The trustees expressed concern with building space needs as they see how we currently struggle to accommodate the growing number of children in both the nursery and the Sunday School rooms. Bob requested that an ad hoc task force be formed to begin the very early exploratory stages of what possibilities could exist for us in the future in regards to new/expanded building space.

**Finance:** Kerry Rausch stated the Finance Committee approved the February financial documents. Allison Bass moved to approve the February financial documents and Shannon McCuaig seconded. Motion carried. Kerry also presented the unapproved March financial report – the ending checking account balance was \$58,169.48 and the general working fund balance was \$37,529.35.

**Pastoral Care:** Paulette Adams asked if Terry Berg would be a better person to report on this area. Paulette will contact Terry to see if this is something she would be interested in doing. The communion to shut-ins is going well with positive feedback from those who are receiving communion.

**Technology:** Don Putzier reported the new cameras and recording system are working well, and KTV broadcasts are now in high definition. He thanked all who have contributed to the recent upgrades. He said that fundraising is continuing for the recent upgrades and future audio upgrades. A final decision on the audio upgrade is on hold until we can firm up our bid from our installer. A new computer will be installed within the month in the tech room as well.

Jeff Adams closed by praying for humility to be open to however the spirit moves us.

Respectfully Submitted,

Michelle Behsman and Kerry Rausch