

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

**Thursday, March 19, 2015, 7:30 pm**

**Present:** Pastor Fred, EJ Scharmer, Jeff Adams, Herb Fast, Don Putzier, Eric Mundt, Heather Gowanlock, Paulette Booker, JoAnn Hutchinson, Andrew Bittner, Peggy Phelps, John Phelps.

The meeting was called to order by Jeff Adams.

**Approval of Minutes:** Following review, a motion was made by JoAnne Hutchinson to approve the minutes of the February 19, 2015 Ad Council meeting, Peggy Phelps seconded the motion. Motion carried.

**Pastor's Report :**

- Fred shared with the council that HUMC is excellent at raising up pastors and we should stay focused on extension ministry. The goal is to bring an associate pastor in 2016, while keeping the staff expenses at 45% of the budget.
- Fred attended the Ending Well Seminar earlier that day. He stated that the church is scattered and the Spirit is "on the move". He encouraged Hilltop to be on the move and ready to minister at anytime.
- Fred asked about a Transition Team, suggesting that key groups are ensuring hospitality for the McCuaigs.
- Fred & Stacy will be closing on their new house April 6th and Mayflower will move their belongings on April 17th. The trustees can inspect the parsonage on April 22nd.
- Fred asked for pulpit supply once a month beginning in July to allow Kelly time for planning as he steps into his new role.
- Upcoming events: March 22nd is charge conference, May 12th-Grunloh baptism, June 7th is Confirmation, May 27-29th- Annual Conference (Andrew Bittner is lay delegate).

**Trustees Report:** Eric Mundt reported that the trustees will work on a 5 year plan for landscaping. The first area they want to address is the shrubs on the south side of the building.

**Finance Report:** JoAnn Hutchinson reported that the \$247.99 stewardship expense was for offering envelopes that were ordered in 2014, but invoiced in 2015. She reported that \$5000.00 has been transferred to the Increase Fund. \$2,500.00 will be moved to the Increase Fund on a monthly basis, as budgeted. \$1,200 has been received for the Erma Juliar memorial thus far and the family has designated this gift for the Educational Endowment Fund. Jeanette Phillips will send out thank you cards for those contributing to the memorial. Overall, our financial picture is good. Andrew Bittner made a motion to approve the finance report. Eric Mundt seconded the motion. Motion carried.

**Evangelism:** Peggy Phelps reported that team members have been doing their best to greet guests and make them feel welcomed as they serve coffee and treats. They continue to hand out gifts for first time visitors and deliver cookies to their homes during the week. CCTV broadcasts the 10:15 worship service on Wednesday at 9 pm and Friday at 12:30 pm. Walk to Emmaus is being actively promoted by Don Putzier. The children's activity bags are now being maintained by the Worship Committee. Holly Aasen has offered to monitor the bags. Name tags were worn for the Pancake Brunch and we will continue to wear them for monthly potlucks. We will wear them on a regular basis once Kelly and Shannon arrive. Evangelism approved a request from the softball team to fund their registration fee of \$380. The team

intends to use the \$350 received from the Pancake Brunch to purchase jerseys with the church logo. The jerseys will be owned by the church and rented to players each year for a \$5 fee.

**SPRC:** The team is planning for an Open House for JJ and Steph Morgan sometime this summer.

**Mission:** Heather Gowanlock reported that she is stepping down as chair. She reported that 100 people were served at the Salvation Army meal. Hilltop will be serving the noon meal again on May 31st. The Home Tweet Home project for Habitat resulted in 16 bird houses. Steph will write an article for the newsletter. Missions has decided to not lead the community garden this year. Jeff and the committee thanked Heather for her service.

**Education:** Karin sent an email to report the following. Kids Kinection will not meet Easter Sunday, April 5th. Recognition Day will be Sunday, May 17th. Kids will receive certificates during Kids Kinection and volunteers will be recognized. Kids will sing at the 10:15 am service. Karin is working on a Coordinator Manual to assist with transition of duties in June. Curriculum for 2015-26 will be our Year 1 rotation, which we currently own.

**Worship:** Paulette Booker reported that the team visited Park Avenue UMC on Sunday, March 15th and found the worship experience to be uplifting and culturally diverse.

**Youth:** EJ reported that the youth attended Acquire the Fire on March 13-14th at Grace Church in Eden Prairie. She has three new volunteers from MSU to assist with small groups. She is currently working on Easter worship service. She is also planning for a retreat with Hosanna at Koronis in May.

**Parish Nurse:** Judy was absent, but she is organizing a Red Cross blood drive at Hilltop on Tuesday, April 21st.

**Technology:** Don Putzier reported that the new handheld wireless mic is now available for use in the sanctuary. He mentioned adding a monitor screen at the Welcome Center for announcements, birthdays, anniversaries, etc.

**Old Business:** The Pork Feed team has tickets available at the Welcome Center for all to sell.

**New Business:** Jeff planned to reach out to the Eagle Scouts. There was little discussion on the Community Garden.

**Next Meeting/Adjournment:** The next meeting will be on Thursday, April 16, 2015 at 7:30 pm. Pastor Fred closed with prayer. Meeting was adjourned.

Respectfully submitted by John Phelps.