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Rev. Dennis Payton, Pastor

Striving to honor God in all we do. Welcome – Worship – Disciple – Serve

Administrative Council Meeting Minutes July 12, 2011

- Welcome/Call to Order
 - Chairperson Brian Nelson called the meeting to order.
- Approval of Minutes
 - Minutes of the May 10, 2011 meeting were not read since members of the committee had all received a copy prior to the meeting. The minutes were approved with one correction - the pictorial directory will not be distributed by the end of June but will be printed by the end of June.
- Pastoral Reports
 - Rev Kurt spoke about his new appointment as Senior Pastor to Wabash First United Methodist Church as of August 14th. He expressed how much he appreciated his time here with our church.
 - Lay leader, Steve Klinger, shared a praise about how many amazing lay leaders we have in our church and how willing they are to step up to help. His goal is to continue to encourage people to share their faith.
- Administrative Reports
 - Membership/Attendance Committee – Dana Forester passed out updated attendance reports. The reports are in a new format which Signe Nicholson explained. The graphs in the report compared attendance totals from 2009, 2010 and 2011.
 - Treasurer's Report – In Bill Yeager's absence Jeff Quyle gave the Treasurer's Report. The report shows that all accounts are current and that the coffee fund continues to run negative.
 - Finance Committee – Jeff Quyle reported that Finance Committee has created two new funds – one for the Summer Lunch Program and one for the Mortgage Payoff Campaign. The Gift Acceptance Policy was also discussed in their meeting. An update on the Mortgage Payoff Campaign revealed that \$4650 has been received in contributions. That is a good amount for the short time that the program has been in place.
 - Pastor/Staff Relations Committee – Greg Long was unable to attend the meeting. In his absence, Rev. Dennis reported that the committee and the District Superintendent are exploring Rev. Kurt's replacement.
 - Wills & Memorials Committee – John Ehrhart discussed the Gift Acceptance Policy. John praised Dale DePoy's contribution to getting the policy written and asked Dale to discuss how the policy was put together. The policy addresses all scenarios regarding gifts the church might receive. The objectives of the policy are to 1) Identify the various forms/types of gifts available to First UMC members; 2) Identify gift conditions or restrictions that would not be acceptable to the First UMC; 3) Identify procedures to be followed before accepting particular gifts; 4) Identify the purposes for how gifts would be used and the means by which they would be received; and 5) Establish an appropriate committee responsible for selected gifts. The policy shall comply with rules, regulations and other practices establish by the denomination as a whole. Dale gave a detailed presentation of the draft policy. There was a lot of praise for the effort that was put into the draft document. A motion was made and seconded to accept the Wills & Memorials Committee recommendations regarding the approval of this policy subject to the approval by the Trustees.

- Trustees – It was reported that the kitchen air conditioner would be replaced within the next week. Plans for the shelter house are still ongoing. There is no definite time line for the completion of the shelter.
 - Technology – Signe Nicholson reported that their committee has not met but there has been some software purchased to allow remote access to the church's computer system. Signe said that the challenge for their committee is that they are charged to take care of all the “power” products in the church but they aren't knowledgeable about the value of the service or particular product. The committee will be asking for input from users.
 - Lay Leadership – Rev. Dennis reported that their committee had met and recommended that Dan Herron replace a member on the Pastor/Staff Relations Committee to represent the youth. A motion was made and seconded to accept the appointment of Dan Herron to fill out the remainder of this year and an additional three year term. Rev. Dennis said that the church is committed to a traditional service but feels the second service should be duplicated. The second service continues to grow so that seems to be the type of service that the congregation is asking for. Rev. Dennis has recommended to the Staff/Parish Committee that an additional service that would be more contemporary be added at an appropriate time and to hire someone to lead that service. Since Rev. Kurt is leaving this would be a good time to put that plan into place.
 - Lay Membership to Annual Conference – David Sease reported that they have completed their 3 goals and their assignment for this year since this year's annual conference has already been held.
 - Communications Committee – Dana Forester reported that the pictorial directory should be ready for distribution near the end of August or the first part of September. The new pictorial directory will have 209 pictures compared to 171 pictures in the last directory.
- Ministry Reports
 - Evangelism/Outreach – Steve Klinger reported that the Monday evening visitation program is continuing and that there will be a six week class offered on how to feel comfortable sharing your faith. There are several people signed up for the class.
 - Adult Education – Tammy Payton reported that their committee is working on the WWW program for the fall. Several new classes will be offered this year.
 - UMYF – Rev. Kurt reported that a group of young adults will be filling in until his replacement has been found.
 - Children's Education – Lydia Rychtarczyk reported that the feedback from VBS has been great. There will be a follow up meeting to see what can be done to improve next year's program. Lydia said the summer lunch program is going very well. They have been serving lunch to between 18 and 24 children each Wednesday at Country Manor Mobile Home Park. A second group of volunteers has traveled to other locations delivering meals. The group is brain storming how to grow the program next summer. This is a ministry our church can be committed to for a long time. The congregation has really stepped up to make this program successful. Also, there is some discussion about starting a “Back Pack Lunch” program where food is sent home with students on Fridays so they can have meals during the weekend. On another note, there is a need for a teacher for pre-K and kindergarten Sunday School. The preschool will be representing the church in the Old Settler's Parade. Registration for pre-school is going very well.
 - Family Ministries – Kim Webster said that the church wide trip to Holiday World would not be happening this year. There are plans to offer this trip again next year but promotions for the trip will start earlier. The church wide pool party planning is still on track. The carnival worker's dinner will be August 8th; dinner will start at 3:00 PM. Everyone looks forward to this dinner, the volunteers as well as the carnival workers. A community wide Halloween hot dog roast is being discussed as well as a Thanksgiving community dinner. This would be a dinner that our congregation would serve to members of the community that would not otherwise have a Thanksgiving meal.
 - Missions – Claire Farrand said that their committee is supporting all the other ministries that are already active in our church. Their committee is still hoping to start a Chins ministry and this could eventually replace the Calnali project.
 - Health & Welfare Committee – No report
 - Prayer Committee – Becky Underwood said their committee is lifting Rev. Dennis, Rev. Kurt and the Pastor/Staff Relations Committee in prayer during the changes that are taking place in our church. The committee is discussing having identification badges made for committee members so that

people would be able to identify them. Also they'd like to improve contact information so that people are better able to utilize their services.

- Worship Committee – Jeff Lawson reported they are looking to fill the communion steward position and in the meantime have several volunteers filling in. He reported that Brook is continuing to find special music for the church services and the Worship Committee is trying to help her. The committee is looking forward to helping Rev. Dennis fulfill his vision for a new service and will do all that they can to help. Also they are making contact with a representative of the Colts organization to speak to the congregation.
- Unfinished Business – None
- New Business - None

Rev. Kurt closed the meeting with prayer.