

## **Administrative Council Meeting Minutes**

May 16, 2013

6:30 p.m.

**Introductions** Lori Randall - co-chair, Jim Naatz – co-chair, Melinda Taylor - secretary, Jill Wood-Naatz – worship, JoAnne Gregorash – Lay leader, Sunny Ahn – pastor, Debbie Hernandez – nominations, Jerry McDaniel – newsletter, Shirley McDaniel, Carolyn Meneely – finance, Jeff Greenwalt – SPRC, Stephanie Edwards – SPRC, Steve Miller – WTTF & UMM, Bruce Bedingfield – caring ministries, Marshall Nystrom – WTTF & UMM. Rich Hill – finance and Dan Murray – Stewardship came in at 6:55; Dan left early.

**Opening Prayer** Lori opened with a prayer.

**Devotions** Jill gave the devotion reminding us to be patient and understanding of strangers, whose stories we do not know. JoAnne will do next month.

### **Administration**

Calendars were passed out for review; should we add the church picnic to Rally Day on Sept 8? Yes. Send in your newsletter articles.

Marshall moved, Jeff seconded, that the April minutes be approved as written; passed on voice vote.

### **Required Committee Reports**

Senior Pastor's Report – see below. Asked us to take VBS flyers to pass out to neighbors.

Youth Director's Report – see below.

Staff Parish – Jeff reported that Ally Gorvett is now 18, works as an asst in the nursery. At times she is the leader, so they will pay her as a leader for those days. Marianne will take over the duties of the previous Education Minister (10 hours/week) for children (not adults) for one year (August to August). Will not change her job description since this is temporary, though there is a list of new responsibilities. Will re-evaluate after the year, either to increase, maintain, or eliminate the role, with Marianne or someone else. Stephanie added that Marianne is looking forward to growing the program, which will lead to more youth in the youth program. She will work with Education on the new Sunday School program during July as a volunteer. SPRC will need to submit the details to Ellen & Donna to make the payroll changes. Jeff moved, on behalf of SPRC, that ten hours be added to Marianne's 15-hour week to include these new duties to her role; Rich seconded, passed unanimously.

Finance – did not meet (will meet next month). However, Carolyn submitted the April results. Envelope giving is down against budget by 8%. Looking & testing new accounting systems, working with tellers to make sure the info is recorded correctly. Jerry added that we are getting donations from credit cards now, but a fee is deducted from what the church receives. That option was added to accommodate non-members to donate to mission trips, etc. Since we won't have addresses for most of them, we can't send out a statement of giving. Finance will discuss the issue at their meeting next week.

Trustees – no report (meet next week).

Nominations – On behalf of Nominations, Debbie moved that Shelome Gomes replace Ivan Gomes, who is in class of 2014 of SPRC, Rich seconded; passed on voice vote.

Caring Ministries – Bruce said that the brochure will be updated to reflect current ministries, such as removing the Prisoner Release Ministry (there is no one to replace Don Weibel, who used to head it up, though UMM will do some things with it).

Christian Corner – no report

Education - included in Pastor's report.

Evangelism – no update

Lay Leader – no report

Memorial Committee – no report (meeting next Thursday)

Micah Ministries – no report

Music – Carolyn said that this Sunday is the last regular music Sunday, will start up again after Labor Day. Sunny noted that Colin (keyboardist) is in Russia (to perform and dedicate building in the name of his great-grandfather), will not be here for two Sundays; she thanked all music leaders and groups for great Music Sunday.

Stewardship – no report

UMM – Steve said that he is officially stepping down as president at the end of the year, UMM will be looking for someone to fill the role. John Machonis will stay on as Treasurer. Want to fill Pres, VP, and Sec roles.

UMW – Melinda reported that the next UMW meeting will be a salad supper at church on Tuesday, June 4. Last month we had six women meet for tennis, and six for a bike ride.

Jerry & Shirley took a truckload of rummage sale items to the Fox Valley Adult Transition Center (work program/halfway house for women directly out of prison); it was much appreciated.

Worship – Jill said one more Sunday with two services, then one service for the summer. Received 200 responses to the survey. Meeting May 28 to review; Ian will analyze results by various criteria such as age. Hope to be able to take action based upon responses. Lots of written comments. Emailed from church database; fewer than 20 received online, including four who no longer attend. Noted that the results will tell us what current attendees want, not necessarily what new people would want.

WTTF – Steve thanked Sunny & Sung for the large TV in narthex in memory of Justin Miller; thanks also to Marshall for installing it. Will work as a group to use it in the best manner. Marshall noted that the VBS flyer is on the website. Everyone agreed that it looks great (good job, Sunny!)

Jim commented that sometimes, like this one, our schedule has Ad Council meeting before some committees, when the 3<sup>rd</sup> Tuesday are after 3<sup>rd</sup> Thursday. Jerry noted that newsletter articles usually require the reminder given at Ad Council. Maybe other committees could change their meeting dates when the weeks don't align.

## Next regularly scheduled Administrative Council Meeting

June 20th at 6:30 P.M.

Closing Prayer at 7:45.

Respectfully submitted,  
Melinda Taylor, Secretary

**Emailed reports:**

**Pastor's Report –**

### PASTOR REPORT TO ADMINISTRATIVE COUNCIL (05/16/2013)

By Rev. Dr. Sunny Ahn

#### SENIOR PASTOR'S REPORT

- **Pastoral Care:**
  - Need of Special Prayers: Shirley Witte & her father, Nona Schlinker, Mary Knoppel, Justin Miller's family, Ivan Gomes' bother-in-law & 10 families who do not want to be identified their critical concerns
- **50<sup>th</sup> Anniversary Celebration in 2014:** A taskforce team (Bruce Bedingfield, June Guthrie, Mary Knoppel, Judy Wilson, Joan & Roger McCoy, Edie Machonis, Pastor Sunny) has added more members to the taskforce team and met on 4/18.
- **Worship:** In the process of analyzing the worship survey.
  - ***ONE Worship at 10am for Summer Sundays (5/26-9/1; Memorial Day-Labor Day)***
  - ***"The Bible" Sermon Series till 6/9***
  - ***"The Apportionment" Sermon Series (4 weeks; 6/23-7/14):*** Apportionments are our first mile of mission giving. They form the framework for the rest of our connectional ministry and mission of the United Methodist Church. When we give our money so our congregation can pay its apportionment, we give for good causes. However, the use of apportionments as a vital expression of faithful stewardship is sometimes not clear. This sermon series will clarify this matter.
    - *Apportionment: United Methodists in Mission*
    - *Apportionment: Theological Foundations as a System of Giving*
    - *Apportionment: A call to the practices of stewards in the world*
    - *Apportionment: Implications*
- **District/Conference/Denomination Connectional Ministry:**
  - *06/05-08 (W-Sat): Northern Illinois Annual Conference (Julie Gorvett, Debbie Hernandez, Pastor Sunny)*
  - *06/12-16 (W-Sun) : California-Pacific Annual Conference (Sunny attending)*
- **Continuing Education**
  - *05/13-15 (M-W; Nashville, TN): Festival of Homiletics (Preaching Conference)*

#### EDUCATION

We are in the process of strengthening the Christian Education Committee by equipping laity.

- **For Adults:**
  - *Sunday Mornings* (The Mini-series "The Bible" Study)
  - *Monday Evenings* ("Serve with the Heart")
  - *Tuesday Morning Women's Study* ("Bad Girls in the Bible and learn from their mistakes")
  - *Tuesday Afternoon* (The Mini-series "The Bible" Study)
  - *Wednesday Morning Bible Group Reading* (10:30am, Home of Inez Morgan)

- *Job Search Seminar* led by Doug Meneely privately for protecting individual's privacy. So far, I think 3 people got a job after the seminar and another person is in the process of getting a job. Thank you, Doug!
- **For Children (age 0-6<sup>th</sup> Graders):**
  - *2013 VBS (07/15-18 (M-Th, 6:30-8:30pm))*: Its Brochure & flyer are ready. For online registration, visit <https://2013.cokesburyvbs.com/ORUMC/register/> In-person registration at church will begin on Sunday, 6/23. The VBS poster is up on the board in the narthex.
  - *"Sunday school for the upcoming new school year 2013-2014"*: We will try ONE ROOM SUNDAY SCHOOL program that will create a mini-VBS experience for attendees. "THINK Sunday school" taskforce team (Shelley Lukowicz, Julie Gorvett, Jane Martin, Ali Jackson, Jane Jessudoss, Pastor Sunny) will meet upon receiving the new curriculum to work on the implementation plan during the month of June sometime. For age 4 to 6<sup>th</sup> grade; will meet as a whole group, then divide into smaller groups by reading ability.
  - *Education Committee* will meet during the month of June sometime. The agenda for this meeting will be (1) VBS [07/15-18], (2) Annual Teacher Training [Sat., 8/24], (3) General Fall Programs [Backpack Blessing-Sun, 8/25; Rally/Church Picnic Sunday-9/8; KidMin Conference- 10/11-14; Trick or Trunk??; Bible Sunday-11/24; etc]

## Youth Director's Report –

I will not be at the meeting on Thursday...I will be out with the ORUMC young adults!

I am attaching the minutes from the last meeting...sorry that it took so long!

Here is my report for May:

\*Youth group regular meetings are done for the school year—will resume in September.

\*ASP will be having our day retreat this Saturday (5/18)—we will be doing some study sessions, building a puppet theater for the church, and building 2 new picnic tables.

\*ASP will be in Barbourville, KY (Knox county) June 15-22—prayers would be greatly appreciated!