

**Hilltop United Methodist Church**  
**Administrative Council Meeting Minutes**  
**Thursday, March 17, 2016, 7:30 pm**

**Present:** Pastor Kelly McCuaig, Jeff Adams, Bob Berg, Jocelin Reynolds, Paulette Booker, Herb Fast, Kerry Rausch, EJ Lee, Don Putzier, Michelle Behsman, Stacy Vanderwerf.

The meeting was called to order by Chairperson Jeff Adams. Jeff opened the meeting with prayer.

Don Putzier led a brief training session on the Automated External Defibrillator.

**Approval of Minutes:** Minutes from the meeting of February 18, 2016 were available for review. A motion was made by Kerry Rausch to approve the minutes as presented. Paulette Booker seconded. The motion carried.

**Pastor's Report:** Being St. Patrick's Day, Pastor Kelly shared a brief biography of St. Patrick who had been kidnapped from Britain as a teen-ager and enslaved in Ireland for six years. He escaped to his homeland and began to study for the ministry. He heard a voice calling for him to return to the pagan Ireland and while he struggled with the idea of ministering to people who had enslaved him, he heeded God's call. In Patrick's 29 years of ministry in Ireland he planted 200 churches and baptized over 100,000 people. Kelly noted that we are, like Ireland was at that time, currently seen as an unchristian nation, where other countries are actually sending missionaries to the United States. Kelly asked council to consider how much Hilltop can do to reach people for Christ, with 200 worshipping members, in light of St. Patrick's ministry.

Pastor Kelly then asked for council members to reflect on their experience at District Day, asking two questions: 1) What excited or challenged you? And 2) What's the most important thing for HUMC? Common themes involved ideas from Bishop Ough's sermon in which he used the illustration of a prairie burn as the impetus for new life. In our here and now it is Jesus who gives us an opportunity to begin anew with a fresh start. We need to let go of what's good to experience God's great. From Fred Vanderwerf's message council members were challenged to have clarity of mission – Do the one thing you must do. Fred called on laity to trust their pastor to lead and pastors to follow the missional vision. We must eliminate the things that don't allow us to meet our mission. We must learn to be comfortable with people not liking or approving of us and be bold and clear in adversity. We need to be the kind of church community that blesses those who are here and beckons to those around us.

**Nominations:** Paulette Booker presented Shane & Mandy Gerhardt as nominees for the Worship Committee. A motion was made by Pastor Kelly to accept the nomination. Stacy Vanderwerf seconded. The motion carried.

**Trustee's Report:** Bob Berg made contact with our insurance company and they will add a 5% discount to our premium due to the addition of the metal roof. Brad Nelson Electric has replaced fluorescent lighting in the kitchen and the store room. Saturday, April 16<sup>th</sup> has been set as cleanup day with breakfast being served at 8:00am. Matt and Jean met with Rebecca from Blue Heron Landscaping to discuss future work, particularly to the East side of the sanctuary. Some of the ideas included a prayer garden concept with a barrier to block view of parking lot and removal of the current lampposts. The trustees plan to work on the parsonage garage in May and in early summer begin the boiler work. Trustees also had conversation about the \$11,000 set aside for AC units in the west classrooms and fireside room, questioning whether they were using the money to benefit the

most people. In particular they saw that the technology updates impact a larger audience than the AC units would and may be of more importance at this time. Kelly suggested that members commit this to prayer this month. Jeff responded that the use of these funds would be tabled until a future meeting. Bob also mentioned a recent incident with the YMCA Stride program in which the sidelight office door was cracked. It has been replaced and Bob is following up with the Stride director to get reimbursed for the cost of replacing the glass.

**Finance Report:** Kerry Rausch reported that year to date income is \$7,217.00 under budget and the expenses were also under budget by \$19,358, resulting in overall revenue of \$12,140 over expenses. The checking account balance as of 2/29/16 is \$79,613, which leaves a working general fund balance of \$56,382 less designated funds. A motion was made by Paulette Booker to approve the Finance report. Jocelin Reynolds seconded. The motion carried.

**Endowment:** Pastor Kelly shared John Phelps' report: As of 2/29/16 year to date both the Education and Property funds are down 3.3%. Life to date the Education Fund is up 1.2% and the Property Fund is up 1.5%.

**Discipleship Report:** Stacy Vanderwerf reported that the Discipleship team had a fun meeting talking about what discipleship is and they discussed Summer Connect Groups. Jeff applauded Connect Groups as being a successful multi-generational discipleship effort having seen and experienced the Epic of Eden group, in which all ages are represented and engaging in great discussion.

**Staff Parish Relations Report:** Pastor Kelly, Kari Juni and John Phelps will be meeting on March 22<sup>nd</sup> to discuss a job offer for the Admin Assistant position, the Campus Ministry position and other possible future staffing needs. They also plan to discuss an employee handbook and the Hilltop vision for 2016.

**Education Report:** Jocelin met with Kelly to discuss the future of Kids Kinection – what it could look like. Education team will be setting guidelines that preschoolers need to be 3 years of age by time of fall registration and will need to be potty trained before attending Kids Kinection.

**Worship Report:** Paulette Booker reported that the Worship Team discussed upcoming worship services; Palm Sunday, Holy Week, and Easter. They have something special planned involving the children.

**Youth Report:** EJ Lee reported that several from Hilltop attended the Project for Teens seminar on Risks of Social Media on Monday, March 14<sup>th</sup>. The event featured a panel of educators, youth, parents, public safety officer, and lawyer talking about their perspectives of social media risks and dangers. They stressed the importance of parents setting boundaries on their youth's use of social media. The student on the panel shared their perspective of wanting open conversation with parent rather than strict rules. EJ said that the youth had almost completed the emotional purity booklet and planned to create a "message in a bottle" for themselves to open when they are in the start of a relationship. EJ said that the youth will also be reading scripture at the Easter worship service and will help hide Easter eggs.

**Technology Report:** Don Putzier reported that an electrician inspected the sanctuary wiring conduits. When the next equipment upgrade takes place, we will have high voltage and low voltage lines rewired as needed. The electrician temporarily disabled one high voltage line until the permanent upgrade occurs. Don encouraged Ad Council to continue discussing the technology upgrades and their importance to others in the congregation, as minor problems are developing with our aging technology. Don is hoping to begin phase one of the technology upgrade in June.

**New Business:** The brochure rack outside of the Pastor's office has been moved to the office to be used as mailboxes for various committees. There are boxes for the Pastor, Office, Youth Director, Worship & Music, Discipleship, Mission, Christian Education, Congregational Care, and Finance. We will no longer be using the boxes that had been in the storage room. Those boxes will be removed and recycled.

**Adjournment/Next Meeting:** Jeff closed the meeting with an inspirational message inspired by the culture of heavy metal thrash concerts. Meeting adjourned at 9:20 p.m. The next Council meeting will be held on Thursday, April 21, 2016.

Respectfully Submitted,

Michelle Behsman