

Faith Church Administrative Council Meeting Minutes
November 19, 2020 Meeting began at 6:30pm; ended at 8:42pm

In Attendance: Pastor Karen Evenson, Scott Evenson (Kitchen Lead), Donette Firnstahl (Ad Council Secretary), Dee Parker (Trustee/WOF Chair), Lois Voigt (Stewardship/Finance), Emily Svendsen (church member), Mary Fiscus (Care Team) Bill Turner (SPRC Chair), Cathy Hemish (Faith for Kids and Youth Lead), Cory Gressman (Lead Tech), Sandi Gressman (Treasurer) Ashley Folven (Trustee), Bob Heinle (Trustee/Head Usher), Barb Truitt-Petersen (SPRC and member-at large) Ginger Stemme (SPRC), Norm Muzzy (Trustee), Kim Lomas (Lay Leader), Tom Hemish (Ad Council Chair starting in January).

Not in Attendance: Beckie Duff (Finance Secretary), Kathy Gunderson (Music Coordinator), Steve Duff (Temp Trustee Chair), (Historian).

Devotions and Prayer From Ashley Folven as read by Scott Evenson. (Cathy Hemish volunteered to lead devotions in January)

Approval of Meeting Minutes from October 22, 2020 **Emily Svendsen made a motion to approve, second by Ashley Folven. Passed**

Old Business

Nominations for 2021 Leadership- (Pastor Kar, Kim Lomas, Barb Truitt-Petersen)

Still need a **Trustee** who is a member of Faith Church (UM) (Dee Parker's term is ending); still need a new member of **SPRC** (Andrea Heinle's term is ending).

2020 Charge/Church Conference—District Wide Church Conference is online and scheduled for Dec 15, 2020 at 6:30pm. A link and information will be sent to all Faith Church members; church committee/team leaders are asked to attend.

2021 Budget--Faith committees/teams need to be planning for 2021 and submitted needs/requests to the Finance team for 2021 budget consideration. Faith Finance committee submitted a proposed budget to Ad Council tonight. Gifts to Faith Church marked "HVAC" will be matched 2:1 up to \$10K. (\$6K to go)

Action Items

1. Get estimates for HVAC To be completed by: Trustees report three bids so far; High bid (not what we want is over \$100K); Low bid is \$30K from Heating Dude, which is for an air exchange that would be installed in sanctuary balcony; Middle bid is \$55K and includes duct work; Trustees are interested in duct work that will best serve the entire sanctuary and can be painted to match the existing decor, so will bring that suggestion back to Heating Dude for a re-bid that includes what we need.

2. Snow plowing contract. Ashley Folven will reach out to Aaron Ehlers to confirm contract for winter 2020-21 and if necessary will check with other contractors.
3. "Ministries Report" DVD and letter to the congregation To be Completed by: Pastor Karen and input from all the Ad Council. Waiting for the HVAC bids and should be sent out the week after Thanksgiving to allow for communication prior to year end.

Individual Reports

Pastors Report: report is attached. Pastor Karen's compensation and housing allowance needs Ad Council action.

Motion to move \$7,000.00 from Pastor Karen's salary to her housing allowance in order that it can be in her paychecks "pre-tax" **made by Bill Turner, second by Ginger Stemme, Passed.** Will be submitted online to the Minnesota Annual Conference as required.

Motion by **Scott Evenson** to accept the **2020 Inactive/Unresponsive Membership Report** as required by Church Conference. Members are on this list after one year of no response, communication, giving, or attendance. The names on the report are Jim & Peggy Carr and Marilyn Moorlach. **Second by Emily Svendsen; Passed;** will be submitted in Conf. Packet

Trustees -- met Thursday night. Bill Turner came to the meeting and updated us on the HVAC systems and progress of getting bids. There are still several options and we are trying to sort out what is best and what priorities are with our available financial resources. Norm Muzzy is working on Snow plowing for the winter to see if we can coordinate lot plowing and the Connect Church helping with the sidewalks. Storage for Loaves and Fishes has been moved downstairs. Scott is looking to get bids for Kitchen updates. Dee Parker recommended money be added to the Budget for utilities by \$100.-\$200 a year. Dee Parker is stepping down from the trustees after many years of service--thank you, We are looking for new members and we need to have one that is a member of Faith Church. Steve Duff Temp. Chair

Bob Heinle would like the Ad Council to be involved with the boiler rotation check in. The boilers are checked 2 times every day. Bob called the state inspector and he said there is no rule for that. He, the state inspector, did feel it would work to check the boilers one time a day and 4 or 5 days a week would be more than enough.

Motion to check the boilers 1 time a day for all 7 days made by Bill Turner, Second by Scott Evenson Passed.

Motion to nominate Tyler Uilk from Connect Church to be on the Trustees made by Dee Parker, second by Ashley Folven Passed. Pastor Karen thanked Dee Parker for her many years of service on the Trustees and acknowledged that Dee will still be serving on Women of Faith and as Missions coordinator.

SPRC Report --Bill ending term as Chair; Ginger Stemme will be Chair in 2021; Andrea Heinle's term is up, **Motion by SPRC** made to give staff PTO and floating holidays and to pass on to the finance team the decision on accrual rate, seconded and passed. Report is attached with the amendment: amending the last SPRC minutes made, seconded and passed to include the following;

Motion made to give staff 2 floating holidays, seconded and passed. **Motion** made by Virginia Stemme, seconded by Mary Goetsch; passed: *"I move that Scott Evenson continues to be called of God and is a suitable candidate for licensed or ordained ministry in The United Methodist Church, we recommend him as a renewing candidate to the District Committee on Ordained Ministry. In making this recommendation, we attest that this candidate has received a majority hand or voice vote of this body."* (Submitted online as required to Minnesota Annual Conference of the UMC) - Bill Turner, Chair

Faith for Kids and Youth-- Trunk or Treat held on 10/31. Over 1200 people attended this drive through event safely and efficiently. The drive through option met a need for the community. We received a comment from one person who said they had driven over an hour to attend because we offered the Teal Project treat bags (non-food, allergy free)! Another person said that this was her son's first time being able to trick or treat due to a health condition that would keep him from participating normally. Thank you to all the volunteers. Committee members were from Faith Church, Trinity Church, Connect Church and CC Homeschool. Winners were:

Kid's Choice – Jurassic Park – Heating Dude/Jake Jeppeson

Happiest – Gnomes!! – Johnson Family/CC Homeschool

Most Creative – Fly on Frog!! – Scott Evenson/Faith Church

Overall Winner – Wizard of Oz – Jaeckel's Family/CC Homeschool

Investing in Congregations Ministry Grant was submitted on October 30. The panel is reviewing the week of 11/9. This grant is for \$30,000 which includes a part-time Kids/Youth ministry focused position and technology equipment and support that will allow us to best produce activities and worship that is relevant and allow us to connect in important ways with kids/youth/young adults and families. Expect a decision in December
-Cathy Hemish, Lead

Care Team-- Concern with the rise in Covid cases that we should limit people in the building in December. *CC Homeschool will be off for 1 week after Thanksgiving could we make a recommendation to ask them to take 4 weeks off?*

Motion to have CC school take 4 weeks off and not meet in the church limiting the amount of people that come into the building with the exception of L&F and Trustees meeting on the 3rd Thursday of each month **Made by Ashley Folven second by Scott Evenson; Passed** Mary Fiscus, Chair **UPDATE 11/22** *Pastor Karen talked with Jeanell the director at CC School. They won't expect to be back in session until at least the first Thursday in January--but we'll confirm with them as we know how things are going by the end of Dec.*

Women of Faith/Missions-- Several WOF members are working on ideas for how to serve the community. Mission ideas to help families in need. Tree with families names - listed online.

Motion to "help families in need with a giving tree" **made by Ginger Stemme; second by Lois Voigt; Passed.** - Dee Parker, WOF President

Music/ Worship/ IT-- Waiting on grant money before able to make any more purchases, but we have a big need for tech updates. Will request funds in 2021 budget for a new sound board and microphones. Funds for this are built into the Faith for Kids/Youth grant because it would

help us reach young people and families to be technologically up to date through both ministry activities and worship. Worship plan for Advent (begins Sunday after Thanksgiving) and Christmas Eve/Christmas is to record online services and to plan an outdoor gathering for Christmas Eve (no indoor worship in December). ~Cory Gressman, Tech Lead; Pastor Karen

Kitchen Team-- Ashley Ames will project manage the dry storage room with painting/room setup by end of year. Paid for by Builders Grant (already received). Collecting bids for kitchen countertops. Paid for primarily by Rotary Grant (already received). - Scott Evenson, Lead

Finance-- Report attached, overview: 2nd year of a 3 year Budget that was approved by the Council. All fields in the report are small bare bones cost to run a church, income is the struggle. Giving has decreased because of Covid. Estimated for the next 2 months \$17,000 less than we had shortfall. 2021 resetting income goals at 10% increase. \$30,000 additional money from grant, no grant no money all items in green go away. Year 2 income \$143,000 donations and 30,000 grant on bottom. Also building use from Connect Church.

Motion to “affirm this budget to be presented at Church Conference” **by Ginger Stemme second by Scott Evenson; Passed.**

Words Shared by Ad Council members (“what’s your word or phrase about how you’re feeling as a leader of Faith Church right now”):

Cathy: Encouraged to keep the faith

Bill: Proud of all the work everyone has done

Ginger: Feeling challenged

Emily: Enthusiastic

Lois: Encouraged

Kim: Pandemic patient

Mary: Strong youth program brings in strong families

Dee: Thankful we can continue

Tom: Happy, best days are ahead of us

Barb: Grateful

Bob: Great ideas; my granddaughter will love having more kids at church!

Scott: Acceptance

Norm: Happiness

Pastor Karen: Excited! Proud to be your Pastor.

Next Administrative Council Mtg: Thursday, January 28th, 2021 at 6:30 PM via Zoom

Pastor Karen closed in prayer. Reminder Cathy Hemish has devotions on 1/28, 2021

***Motion to adjourn made by Scott Evenson, second by Barb Truitt-Peterson; Passed**