

**Administrative Council Minutes
October 16, 2013**

Shane Truitt, chair of the Administrative Council called the meeting to order on October 16, 2013 at 6:00. The meeting opened with prayer. In attendance were: Shane Truitt, Karen Butner, Betty Vancil, Julie Burdin, Sandy Sunderlund, Ben Coleman, Rhonda Linsley, Carolyn Ketsenburg, Julius Ketsenburg, Debbie Baker, Wayne Hackman and Ellen Gehringer.

Draft minutes of the September meeting were reviewed and Ben Coleman moved for acceptance, Sandy Sunderlund seconded, and the minutes were approved.

Old Business: Carolyn Ketsenburg shared an article she found in *The Missouri Methodist* that provides ideas on ways to raise funds for the Imagine No Malaria campaign.

The following reports of various teams, committees, and groups were heard:

Treasurer: Debbie Baker led the council in a review of the monthly financial statements. She also shared information she learned about how apportionments are calculated which may help us understand MUMC's increased apportionment for the 2014 year. The Conference uses a comparison of the three-year average of annual expenses for each church to determine their ability to fund the expenses and activities of the Conference. For 2014, MUMC's apportionment has increased from \$29,442 to \$36,605 – approximately \$7,000. One factor for this increase is that the number of churches in the conference has decreased and another factor relates to differences in reporting from previous years to this last year.

United Methodist Men: No report

SPRC: Betty Vancil reported that our Nursery Attendant, Amanda Donahue, has resigned. Because numbers in the nursery are down right now SPRC will not be filling this vacancy immediately. Nursery attendant duties will be handled by volunteers for the time being. SPRC does plan on filling this position in the future and will keep the nursery attendant salary in the budget.

The probationary evaluation of Deidre Ritter, our new Church Secretary, finds her very satisfactory in all areas. Betty provided SPRC's recommendation as a motion to remove Deidre from probationary status effective immediately (October 16, 2013) and provide the \$500 increase in salary as agreed upon at the time of her hire. The Council discussed the motion and overall are very pleased with the progress of Deidre. Karen Butner seconded this motion and the motion carried. In addition, Betty and SPRC move that because the number of phone calls and visitors to the church office on Fridays decreases significantly, that the church office be closed at 12:00pm on Fridays to reopen at 8:00am on the following Monday. In addition, the SPRC moves that there be no decrease in salary or benefits to Deidre Ritter. Julie Burdin seconded this motion and it carried. It was agreed that October 25 would be the first Friday that the church office would close at Noon, allowing time for the congregation to be notified of this change.

SPRC also conducted interviews for custodian and recommend by motion hiring Justin Saylor. Justin would complete a 30-day probation period whereupon he would receive a .50/hour increase if successful. Ben Coleman seconded the motion and the motion carried.

Children & Youth Ministries: Rhonda Linsley reported that K-5 Alive is going well. The first four weeks will be focused on serving with various projects to complete in preparation for the November 2 bazaar. Curriculum that focuses on communicating with God starts November 6.

There will be no hanging of the greens this year and other options are being investigated for a children's Christmas program.

In addition to the submitted report, Karen Butner shared that while she and John are stepping down from leading Youth Ministry at the end of November, they will continue with the high school class to the end of the year. They are leaving Youth Ministry and will continue on with Family Ministry.

Sharing Team: No additions to the submitted report.

Ben Coleman made a motion to approve all submitted reports, Sandy Sunderland seconded and the motion carried.

Serving Team: Julie Burdin reported that the MUMC mission trip to Oklahoma was going well and that the group was heading home October 17. The October 5 Serving Saturday went well. Preparations are ongoing for the Fall Bazaar on November 2. The team is looking for volunteers for the event

Julie also wanted to remind us that there are still baby baskets available to pass out to families with new babies. The Sharing Team welcomes ideas and asks that we bring community needs to their attention.

Memorials: No report.

Scholarship: No report.

Trustees: No report.

Lay Leader: No report

Pastor's Report: Pastor Julius shared the list of nominations for local church officials for Council review. These appointments will be shared with the congregation at the Charge Conference on October 30.

New Business: Karen Butner made a motion that MUMC needs to put together a new church directory and has offered to organize the production of it. Keithly Photography would be able to assist with this process and would be available to take photos on Friday, November 22 and Saturday, November 23. Debbie Baker seconded this motion and it carried.

At 7:20pm, church staff left the meeting and the rest of the Council went into executive session.

Next meeting: November 20, 2013, 6:00pm.

Submitted by Ellen Gehring.