

ADMINISTRATIVE COUNCIL AGENDA
March 3, 2016

Steve Carritt	Jay Dunlap	Susie Fortune	Pat Grimes	Ann Hall
Brad Havener	Jeff Kelley	Connie Lindquist	Jerry Shald	Michelle Singleton
Tony Singleton	Roxanne Stutzman	Brittany Volkmer	Jeri Weber	Vic Weber
Mary Wiese	Mike Wiese			

Prayer & Opening –

February minutes – See Below.

Reports:

Pastor - Jeff Kelley - Absent

Treasurer – Jay Dunlap

Education – Brittany Volkmer

Endowment – Vic Weber

E&O Membership Care – Roxie Stutzman

Health Ministries – Ann Hall

Little Leaps of Faith – Ann Hall

Memorial – Susie Fortune

Nominations - Jeff Kelley

SPPRC – Jerry Shald

Trustees – Brad Havener

UMW – Ann Hall/Connie Lindquist

UMYF - Tony & Michelle Singleton

Worship – Jeri Weber

Food Pantry – Susie Fortune

OLD BUSINESS -

Bulletin Board

Young Members Group - Report from their first meeting

Lenten Study - Soup & Soul

Cub Scouts Donation - Ideas from committees
Property Purchase & Informational meeting Follow-up
Update Member Records

NEW BUSINESS –

Building Committee - Approve new members

NEXT MEETING – April 7, 2016 at 7 p.m.

ADMINISTRATIVE COUNCIL MINUTES

February 4, 2016

Steve Carritt	Mike Wiese	Pat Grimes	Jay Dunlap
Brittany Volkmer	Vic Weber	Roxanne Stutzman	Ann Hall
Susie Fortune	Jerry Shald	Brad Havener	Connie Lindquist
Jeri Weber	Mary Wiese	Jeff Kelley	Tony Singleton
Michelle Singleton			

Prayer & Opening – Jeff opened with a reading.

January minutes – planning meeting, no minutes available.

Reports:

Pastor - Jeff Kelley

Confirmation youth will go to Camp Fontenelle this summer. Several pastors attend and take turns teaching the confirmation kids. They'll have meetings leading up to the camp.

West lot property – report from city office. Mary read notes from Jeannie. Jay said the city should split the cost of the title search and we should have a warranty (?) deed instead of a quick claim.

Jeff says we have about 5 of the 13 steps completed for the building. We can't start building until we have the money to do it – either have all the money, all in pledges, a loan, or a combination of all three.

Should we have a presentation the Sunday after we take possession to let the congregation know? Mike suggested a pizza or taco party the last Sunday of the month and explain it all. Brad suggests having the meeting right after church then a meal with brainstorming.

Agreed to have a meal after worship. Worship ends by 11:15 a.m. Informative meeting in the sanctuary. Undie Sunday and lunch after informative meeting. Do brainstorming – have notepaper on tables for people to write down ideas – during/after lunch. Have salad, pizza, and chicken from Pizza Kitchen. Cookies for dessert.

Treasurer – Jay Dunlap

Passed out his report. Shows we have approx. \$24,000. \$14,593/month salaries and utilities.

Education – Brittany Volkmer

Talked about how nice the kids sang at Christmas and thought they would get them to do it more often – maybe Easter. Maybe do a winter family outing. Will contact parents to find out the interest. VBS – pastor will contact other pastors to see if we can get a community VBS going again.

Endowment – Vic Weber

Nothing.

E&O Membership Care – Roxie Stutzman

Now includes Health Ministries. Karen Kremer will head up Membership Care & Health Ministries part.

Mission Sunday in April sometime with someone from Red Bird Mission come talk to us about the Mission.

Could do a potluck after worship for an April potluck.

Health Ministries – Ann Hall

Makes a motion to discontinue Health Ministries and add it to E/O/M to work on things with them. Ann met with EOM and that we discontinue the transportation program. Ann made a motion is to discontinue Health

Ministries committee and the coordination of transportation for Health related issues. No discussion. 2nd by Jerry Shald. Passes.

EOM will take over some of the responsibility of the health ministries. 2nd by Jeff. Passes.

Karen Kremer & Ann Hall will work together with working on Membership Care & Health Ministries.

Little Leaps of Faith – Ann Hall

Met and plans to increase enrollment was on hold until the property issue is settled. They have to do a separate form to get the measuring and other things done. They will be looking at the bylaws to make sure they're up to date.

Memorial – Susie Fortune

Nothing .

Nominations - Jeff Kelley

Nothing.

SPPRC – Jerry Shald

Nothing.

Trustees – Brad Havener

Nothing. Don't yell at him about snow removal.

UMW – Ann Hall/Connie Lindquist

New booklet for 2016. Will be distributed as they can.

UMYF - Tony & Michelle Singleton

Went to The One Event which is put on by the Great Plains Conference. In two weeks (2/19-20) will be going to Dare to Share in Lincoln. May do a sleepover Friday night, February 19. Collecting socks for city mission, and UMCOR packets.

Fat Tuesday on ... Tuesday. Ash Wednesday service at 7 p.m. Roxie asked if they needed a donation for Dare to Share – EOM has helped in the past. They report everything is paid for but will be open to having EOM help with the fees.

Worship – Jeri Weber

Working on cleaning out. Donna went through a lot in the music room. There are surplus hymnals and the worship committee would like permission from AdCo to donate them after the congregation takes what they want.

Working with Berry Erb on a different way to record the service. He will give advice on what equipment would be needed.

Food Pantry – Susie Fortune

Nothing.

OLD BUSINESS -

Bulletin Board –

“I am doing a great work...” Reminder to AdCo to put up a note on the board when they do something or when they see someone doing some “great work”.

Young Members Group –

Going to meet this Sunday. Hoping for good attendance.

Lenten Study - Soup & Soul.

It will start Wednesday, February 24 and will go for 5 Wednesdays. Meal will be at 6 p.m. Start promoting it this Sunday.

NEW BUSINESS –

Cub Scouts

Cubs want to make a donation to the church for being their Charter Organization. What can we use? New Choir Chairs? Do we need any equipment? They have donated tables in the past. We need to tell them what we could use and they will take it to their committee.

Decorate SS Rooms – books, puzzles, rugs for the floors.

Snow Blower

Shelving for storage

Property Purchase Follow-up

Jeannie Hoggins called and said the City Council passed the ordinance at Tuesday's meeting for us to purchase the lot to the west.

If we want a title search we would need to pay for it.

The City Attorney will type up all the paperwork for the sale and we will do a Quick Claim Deed. She should have them ready by the end of next week.

We (who?) will need to meet with the city and sign the papers and pay for the lot.

What do we need to do next for planning for the West Lot? Should the Building Committee meet first? Then have at least one informational/planning meeting with the congregation to get their ideas of what they would like to see done on that property. Set up a timeline.

Informational meeting - have a potluck/pizza party the last Sunday of the month? (See above)

These are three things we talked about last meeting that we wanted to do:

Have a Lenten Study - Starting Wednesday, February 24

Starting a young members group - Met Sunday, February 7

Bulletin board - explained on Sunday to the congregation - Encourage everyone to put notes on the board.

Update Member Records - Motion to authorize the SPPRC to increase Administrative Assistant hours up to 36/week. Waived health insurance since covered already. Made by Jay, second by Brad. Discussion. Passed. SPPRC will determine when it will go into effect.

NEXT MEETING – March 3, 2016 at 7 p.m.

Education Committee Minutes

Thursday, January 28, 2016

Members present: Carolyn Schweitzer, Aundraia Hajek, Chris Schwindt, Michelle Mach, Brittany Volkmer, Pastor Jeff

Absent: Nichole Stauffer

1. Christmas program review- There have been many positive comments made from congregation members on the shadow nativity drama. All agree that the kids really enjoyed it and it was a success.
2. Children's choir- We discussed the possibility of having the children sing in church every so often since they did such a great job in the Christmas program. We are going to talk to the children and see how they feel and possibly get something organized for a future date.
3. Winter family fun day- We discussed that ice skating would be a fun church family get together. Brittany is going to organize a date and send out a flyer to church families for whoever would like to attend. This will be a casual fun day where the only thing planned is the ice- skating.
4. Mission project- We decided to once again do the mission project Undie Sunday. We have set the date for February 28th. Carolyn and Aundraia are going to take charge of Undie Sunday this year.
5. VBS- We discussed that we would like to get back to a weeklong VBS with other churches. Pastor is going to bring VBS up with the other community pastors in their next meeting. We decided that it is important for at least two members of our church to head up VBS for this coming year.
6. New church families- We discussed the best way to check in with new church families and make sure that they knew we have nursery available during church. We decided that the best way to make contact is through texting and email. Committee members agreed to contact new church families that they know personally to invite their children to Sunday school and let them know about the nursery option.
7. Confirmation- Pastor addressed the committee with his plan for confirmation. Confirmation will be for 7th & 8th grade students and will begin on February 7th. The confirmation class will meet four times after the initial meeting. After the four meetings, pastor would like to take the students to confirmation camp at camp Fontenelle. The week that he is planning on is June 13th-16th.
8. Miscellaneous- Some other discussion that was mentioned was that our supply closet is looking a bit rough. Carolyn and Chris said that they may go through it and organize it. We discussed that the classrooms could use a few updates such as: new puzzles, games for the older students, rugs & décor.

EVANGELISM, OUTREACH, MEMBERSHIP CARE MINUTES
February 15, 2016

Meeting called to order 7:00 pm.

Members present: Roxie Stutzman, Karen Kremer, Gary Cooper, Dorothy Kremer, Eric Whitney

Members absent: Don Strinz, Joel Cates, Jeff Kelley, Ann Hall

- Roxie opened the meeting with a message from Purpose Driven Life book
- Minutes of January 2016 meeting approved - MSVP
- Correspondence - None
- Discretionary Account Balance - \$2,538.69 (this acct will be reimbursed \$400 due to error)
- Designated & Undesignated Giving EOM account -\$9,808.50
- Interest on Endowment Fund
- Current General Budget Balances
 - \$5,000 for Qtrly Mission Giving
 - \$2,200 for Missionary Support
 - \$400 Membership Care
 - \$300 E & O Expenses
- Committee reviewed the plans which have been made by the Membership Care Subcommittee
- EOM committee members, Gary and Eric will set up tables on February 27th at 2pm for the Pizza/Chicken meal on February 28th during the brainstorming session for the newly acquired lot West of the church. Roxie will look into table decorations.
 - It was suggested to have a children's nursery during the discussion time after church before the meal
- Mission Sunday 2016 was discussed.
 - Focus for the day will be Red Bird Mission of Queensdale and Beverly, KY
 - Tentatively set for April 24, 2016
 - Two women from Omaha should be able to provide a church service presentation
 - The 2016 Mission Team will likely meet with them at 9:30 a.m. to ask questions regarding work camp experiences at Red Bird Mission
 - Potluck after the church service and invite our guests to join us

- Using Undesignated Giving funds, \$520.76 will be reimbursed to Tony Singleton for Dare-to-Share 2016 tickets for the Amp'd members and sponsors. MVSP
- Discussion was held regarding a free Friday night babysitting event. The following are ideas generated by our committee members present. This will be revisited at the March meeting.
 - Available to parents of our congregation and LLOF
 - Suggested time 5:30 or 6pm to 9pm.
 - Feed children
 - Required reservations to have appropriate child/adult supervision
 - Ask Amp'd to see if they could help with this activity
- Website information on Bolivar House was distributed. More info is needed.
- First quarter distribution of the General Fund Mission monies will be decided at the March meeting
- **NEXT MEETING, March 24, 2016 at 7pm**

Little Leaps of Faith Care Center Minutes from 1-13-16

Meeting called to order by Ann Hall, the new Chairman. She opened with a prayer, had the committee members introduce themselves:

Ann Hall: Jay Dunlap: Larry TeSelle: Brent Stutzman: Kelli Piper: Aundraia Hajek: Renee Soukup

The church pastor, Jeff Kelley feels we should have one other member outside the church who is a parent of a child using the center. Renee and Ann Hall will follow up on this matter.

Jay Dunlap passed out the financial statement showing the year end. He pointed out that December was not a good month because of 3 pay periods, some repair and improvement costs. This year we had nearly \$100,000 increase in salary expense of which \$25,000 was because of minimum wage requirements. In 2016 we will have the same increase. H&A increased by nearly \$10,000. A Christmas bonus was shown under expense of \$6,550. However this created through a gift for that purpose. Revenue increased by \$92,000 leaving a bottom line of \$11,900. For the year \$12,000 less than 2014.

Director Renee Soukup gave her report:

There will be a family night 1-19-2016 where Little Leaps and the Women's Society of the Church will be hosts. Last time this was held there were approximately 40 in attendance.

Renee asks the board to approve using 1 day this year to hold a training session for employees. She suggested that we use a holiday for the day. Suggestions made included using the same day each year. After some discussion motion made, passed and approved to use one day a year for training. The Center would be closed on that day.

Discussion on additional space to increase capacity of the center. A blue print is needed of the new space to give to the Health Department before they will determine whether we can increase our client base. Brent Stutzman offered to check out how to get this accomplished.

Renee then provided rate sheets to the members showing what the present rate structure is, and a new sheet showing what she would like to move it to. In addition she provided comparable care center fees. We would be cheaper than the Lincoln market but somewhat higher than the Seward market. After some discussion a motion was made, passed and approved that Renee proceeds with the rate increase she presented. As of this date we have 59 full time clients, 19 part time for a total of 78. This is our capacity. We have received 40 calls for additional children seeking child care. In our enrollment we have 14 "Title 20" children who attend at a reduced rate. The discount is approximately \$10,000 per year.

There being no other business the meeting adjourned.

Jay Dunlap Sec

SPPRC
Met 2/22/16

**Milford United Methodist Church
Trustees Board Meeting Minutes
February 16, 2016**

OPENING PRAYER:

CALL TO ORDER:

ROLL CALL: Present: Dick Fischer, Rosalie Huss, Robert Koenig

APPROVAL OF MINUTES:

REPORTS FROM OTHER COMMITTEES:

-None

OLD BUSINESS (T=Tabled, A=Active)

- T Crack in men's room floor (Brad H.)
- T Brick tuck pointing oldest section of building (spring project)
- T Steeple louver repair (spring project)
- T "Jungle Room" and ramp wall repair
- T Exterior church caulking and trim repair (Brad H.)
- T Interior fluorescents update
-Barry Erb will look for most efficient alternative.
- T Repair sanctuary ceiling water damage

- A Carpet replacement in pastors office, harmony room, YMAC room, office and hallway and repair carpet in sanctuary/narthex doorways
-Bids being obtained.
- A Parsonage master bath window repair (Brad H.)
- A East basement door replacement (Brad H.).
-Door has been ordered.
- A Dispose of old unused sound equipment (Dick F.)
- A Find source of pastors office window leak and repair it
- A Re-arrange nursery furniture
-Sunday February 21st

NEW BUSINESS

- * Attic ladder (COMPLETED)
-A folding attic ladder has been installed above the "Little Leaps" hallway.
- * Sanctuary screens
*-It has been suggested that the current sanctuary screen and projector be replaced with 2 large flat screen TVs.
-To be discussed at the March meeting.*

NEXT MEETING: March 15th, 2016 @ 7:00 PM

CLOSE

Worship Committee Minutes

January 21, 2016

Present at the meeting: Jeri Weber, Donna Havener, Bernice Brown, Liz Crabtree and Brent Pedersen

1. Opened with prayer

2. Committee Reports

Flowers and Banners— Going well. Thank Brent and Brenda for taking down most of the Christmas decorations

Sound & Video—Liz has the rotation list. Things seem to be going well. Discussed upgrading to Pro Presenter 6. Liz is going to check on the operating system that our computer has to see if it will support the new version.

Usher Coordinator—No report

Acolyte Coordinator—Nothing new.

Communion Stewards—Things are going well.

Music Coordinator—No report

Organ—Things going well.

Worship Choir Director—No report.

Praise Choir—Cathie did contact prior to the meeting. They are still on hold. They are finding it hard to find time to practice. They will keep in contact. Discussed that when we sing songs from the screen the lights need to be turned down to see the screen better.

3. Nursery is going well. Chris Schwindt is doing nursery.

4. Discussed goals for the committee. Jeri's starting ideas were: Evaluate the activities that we are in charge of. Are they promoting the mission of making disciples? How can our committee help to support other committee's efforts. Members are going to think about this and we will discuss again next meeting.

5. At the last Ad Co meeting. We were instructed to ask our committees what information would they like to know about our church members. This is what we came up with.

Interest in various church jobs, such as usher, arranging for flowers, arranging for acolytes, helping with communion, reading scripture and so on. We would like to know birthdays and anniversaries. Also interests or hobbies for tapping into talents of our members. Liz suggested if we could create a pull down option that might help members answer a question like this. Again members are going to think and we will again discuss at the next meeting.

6. Budget was not discussed

7. Cleaning out. Donna and Jeri are going to work together and clean out our storage areas. We are looking at Saturday, January 30th.
8. Other items: Two were brought up. First, since so many people give offering automatically, should offering be done at a different time. This is an issue for the pastor. There was discussion of how some people like using the offering time as a teaching time for their children. Also there are members that want the disciplined act of giving. Second, the nativity scene was not put outside this season. It is a large difficult item to get down from storage. Donna saw at Arapahoe a nativity scene that was lit. It was flat so it would be easier to store. She would look into where it can be purchased and how much it is if the church would interested in going a different route with the outside decorations.
9. Next meeting: February 18, 2016 at 7:00 pm. This is a time change. Let me know if it isn't going to work.

Jeri Weber