

## Administrative Council Meeting

Date: 8/15/2018 Time: 8:00 PM

### Attendees:

Rob Marshall, VirLyn Hoff, Dawn Thomsen, Jeane Lang, Avis Richter, Don Enger, Anita Tulp, Lloyd Miller, Mary Lee Nielson, Matt Nielson, Rydel Samuelson, and Pastor Dayne Zachrison

Chair Rob Marshall called the meeting to order and asked Pastor Dayne to open with devotions. Pastor Dayne gave us a devotion based on our upcoming All Church Study on the book *Three Simple Rules* by Bishop Rueben Job.

Rob called for the reading of the minutes and asked for any corrections or additions. Dawn moved to approve the minutes as read and Don seconded. Motion approved. Rob asked for any additions to the agenda.

Coffee Kiosk—Dawn reported that she created a custom report for the Coffee Kiosk from the time it opened until now. They have pulled in \$54,000 in gross income and have accumulated 9000 transactions which average about \$9.00 per transaction. Business is good. The kiosk goes through 15-20 gallons of milk per week. They have a few things to get done before winter yet are in good shape.

Finance—Avis reported that we are currently at 83% of giving so that is a slight improvement. Curt wants to continue to look for improvement so he has written another article for the newsletter. Pastor Dayne was the only one that met with Endowment to make them aware of our present situation. Avis is paying all bills yet has not paid any on apportionments. Discussion.

Trustees—Don reported that the Trustees met tonight and the two topics of importance discussed were the church's internet issues and striping of the parking lot. They approved a bid to stripe the parking lot. They will also be fixing some lighting issues discussed a while ago.

Endowment—Pastor Dayne met with the Endowment Team on Monday evening. They had a good meeting. Pastor Dayne handed out a document explaining the Endowment History and requests. Pastor Dayne said we don't really have a great process for asking for funds. So, with input from Endowment members and the Finance Team, he created a request form for asking for Endowment Funds. It would not be a required piece, yet it would be helpful to use to gain support from Finance and Ad Council. A recommendation of a language change was suggested. Matt moved that we pass the process along to Endowment with the wording changes discussed. Avis seconded. Motion approved. Pastor Dayne then presented two requests to Endowment. VirLyn moved to endorse the Endowment request for funds to support Pastor Dayne's class expenses. Rydel seconded. Motion approved. Avis moved to endorse the request for church directory funds for the outstanding amount as of December 31, 2018. VirLyn seconded. Motion approved.

Christian Ed.—Dawn reported that the first 2 weeks of Sunday School have gone really well. They had 54 the first week and 60 this last week. She continues to include and welcome all. She has some new teachers and some people are team teaching. She is starting to plan for the indoor Trick or Treat event on October 31<sup>st</sup>.

Staff/Parish—Pastor Dayne reported that Rydel Samuelson has been hired to be our new Youth Director for Epworth and will be assuming all the duties of that position including management of the youth bank account.

Worship—Pastor Dayne mentioned that we need to look at restructuring the budget due to online subscription costs.

Missions—Pastor Dayne reported that Kathy Miller packed 48 school kits today. We are delivering Backpacks this month. Pastor Dayne said that Kathy Miller has put a missions team together and they are busy doing a variety of things.

Youth—Rydel said they have been meeting for about a month now and he has an average of 10-12 youth attending each Wednesday with about 18 different faces that regularly participate. He is looking at participating in Conference Youth events that are coming up.

Young Adult—Pastor Dayne said that new signs are up in the yard that show that this is the church that will welcome them.

Congregational Care—VirLyn said they served 42 tonight at the Church Family supper. She is still finding value in this ministry. She said she is contemplating retiring again but not sure now.

UMW—VirLyn said that she went to District meeting and that Circles are starting this month. Mary Lee said that plans for the Bazaar are going well and it is coming up fast. She will be asking for help!

UMM—Pastor Dayne reported that the UMM netted about \$2120.00 from the French Toast Brunch and about \$2953.00 from the Corn Feed.

New business—Rob asked for any other business. Pastor Dayne mentioned the need for updated Church Use Fees and Handbook and that we have created a new one that includes a fee schedule for weddings. Discussion. It was suggested to wait a month before making a decision.

Pastor Dayne also discussed the opportunities that are coming up to hear discussion on a Way Forward in October. They will be held in Bismarck and Fargo.

With no other business, the meeting was adjourned.

The next meeting will be October 17, 2018 at 8:00 pm.

Respectfully submitted by

Anita Tulp, Epworth Office Administrator