

FINAL – APPROVED DEC 19, 2019

Chelsea First United Methodist Church
Administrative Council Minutes
October 10, 2019

In Attendance: Charles Schmunk, Ron Mourad, Gary Packard, John Seto, Joy Barrett, Sandy Schmunk.

Ron called the meeting together with Prayer.

Minutes of the August 8, 2019 meeting were reviewed. Suggestion made to eliminate name of individuals making comments as we work as a team. Joy moved that the minutes be approved as revised, John seconded. Minutes approved. **Determination that minutes of the Administrative Council meetings will be posted once they are approved and finalized. These will be posted on the church bulletin board. In the future, may add a space on the website where they can be posted.** Ron will post a copy of the Behavioral Covenant in its final form as well.

The Annual Church Conference will be held Monday, November 4th, 7:00 p.m. in Grams Hall. Joy will review the forms needing completion. Some parts may go to the Ad Council, some to the Prescription Implementation Team (PIT). SPRC has completed evaluations required for Pastor Joy Barrett and Deacon Rodney Gasaway as required.

Ron Mourad organized two proposals regarding how we might move forward with ministry audits. General Principals laid out ministries to be audited as those that:

1. Require church funding
2. Require extensive volunteer resources
3. Involve complicated procedures that should be regularly evaluated for effectiveness
4. Might be out of alignment with the church's mission.

Ad. Council Members suggested a revision of Proposal 2 to read:

Step 1: The Ad. Council and staff together will review a current inventory of existing ministries yearly, and determine whether the group has concerns about their alignment with the church's mission, vision and values. They will ask relevant questions including "Why this ministry? Why is this ministry important to the church and/or the community?" The group will flag ministries that raise concerns.

Step 2: The Ad. Council chair will contact the leaders of any ministries whose alignment is unclear and request a report answering the questions on the ministry audit form.

Step 3: The Ad. Council will discuss these reports and make recommendations about the continuation or discontinuation of the program.

Determination made to start this process with an Administrative Council/Staff retreat in January or February of 2020.

Next Town Hall: Sunday, November 17, 2019. Discussion regarding Agenda items. We will have Worship Consultant Cathy Townley's final report by then, which can be presented/discussed. Perhaps a discussion on who we are discerning as our mission field. Joy and Heidi will prepare this.

The Prescription Implementation Team (PIT) has suggested some discussion regarding staff resources/priorities. Feeling that we may need increased staff hours in Communication, Spiritual Formation. Question: "How do those conversations start, move forward?" They can start in any place such as PIT or Ad. Council. Usually goes to SPRC for consideration. Any new staff position must be approved by Ad. Council.

Next step in the visioning process is to come up with specific short term objectives, based on our Vision and Mission. These may come from work that the various VCI ministries teams have been doing. The focus of the objectives should be on what outcomes we plan to see, based on specific steps we will take. **Ron requested each member of Ad. Council bring to the next meeting a thought on one priority/objective we might consider in moving forward. Will ask PIT to provide a list of near future projects/outcomes which we can try to prioritize.**

Meeting ended with the Lord's Prayer.

Upcoming meetings:

Monday, November 4th, 7:00 p.m. All church conference

Sunday, November 17th, 5:00-7:00 p.m. Town Hall

Thursday, December 12th, 7:30-9:00 p.m. Administrative Council Meeting

Addendum: Administrative Council Members reviewed the Endowment Fund Policy and the Investment Fund Policy recommended by the Finance Committee. Copies provided via email, with request to respond with vote. Members voted unanimously to approve these two policies.