

MEETING MINUTES
CUMC Admin Council Meeting – May 11, 2022

Attendees: Jay Carnes, John Szabo, Elizabeth Oliphant, Elizabeth Wanczak, Kent McNish, Stephen Graham, Bryan Richardson, Michelle Fredenhagen, Alexandra Crocker, Laura Robertson, Paul Bonner, Isaac Bonner, Janice Boyko, Tom Hanks, Patti Williams, John Kitson, Beth Kitson, Aimee Cox, Mark Price, Tim Stillings, Shelly Bleistein, Molly King

Welcome – Jay Carnes/Prayer – John Szabo

Overview of meeting – Jay Carnes: First Administrative Council meeting in 119 weeks (since January 2020).

Committee Reports

- **Staff Parish** – Stephen Graham:
 - **Two new staff hires** – Michelle Fredenhagen (Business Manager) and Alexandra Crocker (Office Manager). Church-wide e-mail on Friday, May 13 and recognition in Sunday's service May 15. Individual responsibilities being prepared by Bryan Richardson and will be published shortly so congregation will know who to contact.
 - **Pastoral Transition:**
 - **Sermon Schedule during Transition Period** has been prepared and will be mainly by Mark Price and Aimee Cox.
 - **May 15 – Mark Price**
 - **May 22 – Aimee Cox**
 - **May 29 – Mark Price**
 - **June 5 – Aimee Cox**
 - **June 12 – Aimee Cox**
 - **June 19 – Mark Price**
 - **June 26 – Adam Kelchner**
 - **Covenant Meeting** – May 18th with Chris Haynes, SPRC, Chair and Vice-Chair of Administrative Council and Lay Leaders.
 - **Adam's Reception** – June 26th (during SS time) – also honor Randall Mills (retiring)
 - **Welcome to Chris** – To be Announced at later date.
- **Outreach** – Laura Robertson: Focusing on local community and international missions church is already involved in. Working to make Outreach more sustainable by working with established charities and our volunteers working at "point of need." Looking for inter-generational events.
 - **OneGen Away** – June 18th. Need minimum 50 volunteers. Sign-ups in the Narthex before and after Sunday services.
 - **Project Transformation** – Summer enrichment program. Provide meals on May 23 and June 29. Snacks being collected. Looking for volunteers to work with students on their reading July 18 – 21.
 - **Habitat for Humanity** – Fall build planned for October 1.
 - Want to build Outreach programs into more sustainable, long-term relationship with charities where groups of volunteers can work together. Trying to get volunteers engaged so they serve at a direct point-of-need with recipient agency to see direct impact of their service.
 - Will be glad to talk to SS classes or small groups about Outreach.

- Outreach Volunteer Opportunities brochure has been prepared and is available. Will put brochure on church's web site. Plan to update three times per year.
- **Trustees** – Tim Stillings: Projects Trustees are working on:
 - **Bus Disposal** – Bus has been cleaned and is listed on Craig's List.
 - **Sanctuary Lighting** – LED lights will be used in sanctuary. Will reduce overall load from 7200 volts to about 700 volts. Ceiling tiles are also scheduled to be replaced.
 - **Trim Work** – around intakes for HVAC system in small sanctuary.
 - **Vendor Management** – a list of approved vendors is being put together for use by Office Manager.
 - **Grounds** – Outsourcing mulching and maintenance of grounds. Would like to supplement with volunteers.
 - **Glass Replacement** – Lewis Glass will be replacing broken glass in sanctuary and along hallway.
 - **Security** – Traffic police officer started Easter Sunday to direct traffic. Will also walk perimeter during service. Fire drill will be held during SS in October (Fire Safety Month). Alarm enunciators need to be installed.
 - **Covid Protocol** – Mask only section has been reduced. Pandemic being monitored, but no special requirements at this time.
 - **Basement Flooding** – three sources (windows at grade in children's area, leaking pipes and valves and electrical conduit from transformer to electric room). Original design firm (HFR) to meet on-site to review issues associated with windows and electric conduit.
 - **Church Bell** – Trustees have reviewed feasibility of installing a digital bell system in bell tower. Anticipated cost - \$18,000. Trustees recommend using designated Memorial Funds and designated contributions from church members. No general operating funds would be used. Trustees ask for support of Administrative Council to move forward.
 - Administrative Council decided that Trustees should not move forward with looking into bell system. Reason – not a priority at this time.
 - Trustees would also need to look into donation made by William Shell family (one of original funders of bell tower) to determine if they have any concerns about changes that would affect their donation.
- **Finance** – Jay Carnes:
 - Revenue expected to be less than budgeted due to fewer pledged givers. 42% of pledged giving has been received in first 4 months of year.
 - Cash on hand is healthy, but there will be out of normal expenses incurred with pastoral change – moving and medical expenses.

Minister Updates

- **Mark Price:** June work day to clean up church. Transition challenges – staff to get together and talk about transition and how to coordinate, prepare, support each other and congregation during transition. Staff will be leading in worship.
 - Banners – appreciated effort and effectiveness of latest banners.
 - Joy Club events – good response and attendance.
 - All SS classes meeting in person – since Easter.
 - Website has been updated with SS class information – thanks to Aimee
 - Working on re-opening kitchen. First use on June 26th – Adam's reception.
- **Anne Hook:** Music and Mission Camp in July will not occur this year

- **Paul Bonner:** Summer Youth Intern – Mary Katherine Beshears. Summer Youth Camp at Ocoee being planned. Anne will be participating at Summer Youth Camp in lieu of a choir tour. Mission Trip in June to Mountain T.O.P. Looking for three adult volunteers to go on Mountain T.O.P. Rising 7th Graders will be graduating to Youth Group on May 22nd.
- **Aimee Cox:** Communications – working on website to update and add information. For activities and upcoming event, use social media, newsletter and screens in the Narthex. Need to get information to Aimee 2 weeks prior to needing it published/promoted. Final input by Thursday noon, before newsletter going out on Friday.
 - **Amanda Morgan, Children’s Ministry Team (CMT):** CMT had retreat on 4/29 to talk about what is not working and better way of approaching CMT. Have broken down CMT roles and responsibilities to:
 - Volunteer Coordinators
 - Preschool – 2nd Grade
 - 3rd – 6th Grade
 - Family Representatives
 - All church event representatives
 - Disability/neurodiversity representatives
 - Also looking at distinguishing between “Essential Functions” and “Special Programming”
 - Scheduled cleaning day for June 25th for children’s area.

UMC Denominational Update – Kent McNish: UMC founded in 1968 – United Brethren merged with Methodist denomination. May 1st Global Methodist Church formed from Wesley Covenant Association. Crux of conflict centers around human sexuality. Book of Discipline 2016 is present statement on sexuality – Does not condone practice of homosexuality, prohibits LGBTQ+ marriages by ordained Methodist minister and prohibits ordination of openly LGBTQ+ persons. Next General Conference is scheduled for August 2024. Kent McNish provided a listing of websites (attached) where additional information about the potential split of the UMC denomination can be found.

Franklin Pride – Shelly Bleistein: June 4th Noon – 7 p.m. at Harlinsdale Farm. CUMC sponsorship this year will mainly be a presence – booth space, shout-out from stage and CUMC name on their promotional items. Will be placing information in newsletter for volunteer opportunities.

Welcome Strategy – Jay Carnes: In order to make our church a welcoming congregation, the following needs to be done:

- Greeters and Ushers
- Staffing of Welcome Station along with having information available
- Attendance pew pads
- Follow-up by Ministers/staff or Geographic Ambassadors
- Signage to assist visitors to find their way around needs to be upgraded
- Anyone wishing to assist, please contact Jay Carnes (502-905-0542)

Congregational Care – Jay Carnes:

- **Guiding Principal:** The Congregation Care Team will provide an organized way to care for the need of members and visitors by nurturing the body, mind, and spirit in illness and in health, and equipping all to serve one another.
- **Members:** Gary and Phyllis Coulter, Elizabeth Fellows, Heather Lear, Steve Middlebrooks (facilitator), Mark Price (Staff Liaison), Laura Robertson, Dennis Rogers and John Szabo

Adjournment – Jay Carnes

Next meeting Wednesday August 17th 7:00pm