

Agenda

Administrative Council Meeting

Sept 16, 2010

7:15 p.m. - 8:30 p.m.

Attendance -

Doreen Gilbert, Ron Graham, JoAnne Gregorash, Glenn Hollingsworth, Mary Knoppel, Elizabeth Bowes, John Machonis (late), Jerry McDaniel (late)

Opening Prayer & Introductions -

Reverend Elizabeth provided prayer

Devotions -

Marianne Rogenski provided devotion from In Touch Ministries by Dr. Charles Stanley. Due to Marianne's absence the devotion was read by Rich. October Devotion will be provided by Marianne Rogenski.

Administration -

All- Mark up church calendar and return to Donna or Jerry.

August Meeting Minutes were approved as written, moved by JoAnne & seconded by Rev Ron.

Sharing -

Interim Pastor's Report - 3 months is going by quickly. Worship planning is going well and Rev Ron is finding it exciting. He suggests that there be some communication on the changes in the worship service- see proposal on worship shared in August by Ron Zemke (this is the plan that PB and the worship team work on after the cancellation of 633 and before PB died).

Stewardship drive is off and running and Ian Rogenski is taking the lead.

Confirmands will not serve communion this Sunday but at the next communion, which is the first Sunday of the month.

Ron said that a couple approached him last Sunday and said that they are impressed with congregation and would like to join, they started attending about the time PB died and saw the loving relationships within the congregation.

Jerry to contact Ian regarding newsletter announcement for Stewardship.

Education Pastor's Report - Rev. Elizabeth is grateful for suggestion to ask for help with Sunday School and Confirmation. She has received help in all those areas. For Rally Day she needed to request table setup, but it was a small inconvenience. The kids started with classroom instead of starting in worship because the teachers said they had lots to do and just preferred to dive right in to class.

Rev. Elizabeth shared training material from leadership training. She created many documents and forms for this school year including:

- Risk management policy directed toward youth program that was signed by all leaders.
 - A generic parental permission slip for student to attend class, etc.
 - An incident or injury form in case a student or youth was injured or hurt.
- Above, all Rev. Elizabeth wanted to make sure we know she is working.

Youth Director's Report -see attached report. Should we recognize Jenna.

Suggest that Marianne write report for newsletter with Jenna's picture.

Rich will ask Marianne.

Marianne to ask Jenna when she'll be in service.

The sr. high youth group has begun and it was a great group on Sunday night. I am really looking forward to working with this group and getting to know them.

I continue to work with the 3 sr. high officers--meeting with them twice a month.

I have mailed in our ASP application and our trip is confirmed for the week of June 18-25, 2011. Meetings will begin at the end of October. There are already over 60 on my list.

I will be looking for a chairperson for the youth council--I believe that this will be helpful for that committee to have a volunteer leader in addition to me as a staff member.

Finally, I am not at ad council tonight because a young adult from our church and former youth group member, Jenna Nystrom is receiving an award. She is getting an Outstanding Alumni Award from the District 54 School Board. In addition, she will be dedicating her Bronze Congressional Medal (which she got for her service through Americorps) to Pastor Bill. I am wondering if this is something that we need to recognize at church sometime, somehow? What are ad council's thoughts?

- **Committee reports**
- Education - Doreen Gilbert gave report. Elizabeth and Marianne gave a leadership session for every adult involved in youth - 22. Rally day was a success. Teachers are set. Confirmation kickoff was good- soup kitchen on Sunday. Leaders for confirmation are Tiffany Herbig, Jeff Gilbert, Dann Gire, Sara Naumen(sp?)
- Staff Parish -See attached written notes plus updated Pastoral Profile at end.
 - Summary: Marianne is now at 15 hrs/week. Confirmation to Rev Elizabeth now at 25 hrs a week from 20. Split Organist and Accompanist role and we are searching for Accompanies. Ron Zemke is filling in. Did need to address Donna's absence. She has used up all her PTO. Joanne and others have filled in. SP talked to Donna and she is planning to return full time but wanted to give her an opportunity to work part time or take some time out. Per R E's recommendation, max nursery age is now 3 instead of 2. 4 and 5 year olds is a large group. 3 years will be brought in to the program next year, unless the attendees for 4 and 5 is less than expected (could be up to 22 kids). Glen trying to get ahold of Oscar who is in Bolivia with Chris Pierson on Senior Pastor. Still planning on end of October. Parsonage will be offered to Shaw's

Diep approached Staff Parish with that offer, but we need to settle on amount. One idea is to obtain rent from Shaw's in the amount what they receive from Streamwood rental house. Trustees will need 2-3 weeks to prep Parsonage for painting and carpet.

- UMM might offer to help Diep with your new home, but we do need to get Parsonage ready.
- Oscar asked SP to look over Pastoral Profile. It was updated and anyone can look at it. Jill asked to see it. It will go in charge conference document. Glen to email it to Jill, Joanne and John Machonis. It will be in minutes as well.
- Pastor Ron said that he suggested that charge conference be after the new pastor is appointed.
- WTTF - Jerry said that vendors coming in for 2 separate estimates for a new sound system. Someone came in Tuesday. Jill asked if \$ were available. Memorial has about \$7000, so a fundraising drive will be needed for rest.
- Worship -
 - Jill said that we now have new brass candlesticks with special candles and no oil. They were a gift from Memorial- (Wayne Brownberg and ?) One candle last 2-3 Sundays. Worship is WIP and open to constructive criticism. Bulletin was different. One suggestion is to delineate 9 and 10:30 through different fonts Expect more changes as it progresses.
 - Jill asked about the group's reaction to the Readers Theatre. General consensus was that it need to tie with the service a bit better. Rev Ron and the group are still working on ironing out the bugs and explained that developing a theme for service would help.
 - There was a question about the process for joining the church now, as some people are interested. Shirley McDaniel said there a three or so families interested. Rev Ron suggested that he will meet with the new members and ask them to publicly join at end of Oct on Celebration Sunday. If anyone knows of new people wanting to join, ask them to talk to Ron.
- Finance -
 - Did not have a meeting, but church finances appear okay
- Trustee -
 - Sept 11 work day went well, but due to weather, could not paint outside. So Sept 18 is the day. Hope to have another good showing.
- Memorial -
 - Also Diep has requested that any donations made for Pastor Bill be directed 50% to ASP and 50% for ORUMC ASP scholarships. Mary will followup with Diep to confirm.

Due to the meeting running long, Rich suggested we only bring information forward for the rest of the committees if absolutely necessary, otherwise wait until next month

Next meeting - Thursday, October 21th at 7:15 p.m with dinner at 6:30. Sherri e Cottrell will be coordinating the dinner. Everyone will get names to call to invite to celebration Sunday.

Closing Prayer given by JoAnne.

Respectfully submitted by Rich Hill

Staff Parish Report Sept 2010

Position Adjustments:

Marianne has returned as Youth Director but has requested a reduction in hours from 25 to 15 per week, starting in October. Confirmation responsibilities have switched to Reverend Elizabeth. Hours have been increased from 20 to 25.

With significant input from Cathy and Music Committee we have split the organist and accompanist position. Marion will continue as the organist and we are recruiting for a new accompanist. Ron Zemke is filling in pending selection. Pay for these positions are being adjusted with no net increase.

Secretary Situation

Due to her family situation, Donna has taken a significant amount of time off, with full compensation. Any vacation time has been used up. Some tasks were not getting done. Substitute Coverage by Joanne Gregorash and Sharon Felski (unpaid).

A meeting was held earlier to discuss plans – Options: Back Full time, Part time with reduced pay, or an unpaid Leave of Absence. The Church needs to have the full job done, and the job would be available for Donna if she needs to take a leave. Donna has planned to return full time.

Nursery Care – Rev. Elizabeth requested that the Nursery age be increased from 2 years old to 3 years old. This was discussed and agreed. Current Staffing and attendance will easily support this need. Sophie has a new Job opportunity which may interfere with some Sundays.

Pastor Transition - End of Oct is still the plan, and we will provide the Parsonage for Shaw's through end of 2010. We have an offer from Deip for rent after the three months rent free are over (Nov / Dec), Trustees would need to establish an amount. (Possibly equal to the rent she receives on her property?) A call was made to Rev. Carrasco last month to confirm the latest information. He did ask that we Revisit and update the Church Profile. This was completed during and after the August meeting. The final update submitted to Rev Carrasco is attached below.

2010 Pastoral Profile of the Local Church

Church Name Our Redeemer's United Methodist Town Schaumburg

Today's Date August 16, 2010

Current church school membership – 64 (through 8th grade)

48 (high school)

Church School Attendance: 40 (includes confirmation)

Worship Attendance: Sunday morning (9:00 & 10:30) 171

Sunday evening (6:33) 38 Total Ave: 209

Brief History of the Congregation:

Our Redeemer's UMC is a little over 40 years old. It was begun as a church plant in the 1960's under the leadership of Wayne MacArthur. It was started with the help of the Northern Illinois Conference (with the purchase of the church parsonage and a seed grant from the conference's board of mission of \$32,500 for the building of the church in 1970). In addition to building the original sanctuary and classrooms, the church has been through one major building renovation, the building of two educational wings and the building of a new parking lot. The mortgage is retired. It has had over 40 years of mission and ministry in the Schaumburg area.

Description of the congregation:

The congregation has a good feeling about itself as a church. In the last few years we have been able to increase our mission work in our world and community (see below). There is a friendly, loving and caring atmosphere. We have more recently hired a contemporary music director, Minister of Christian Education, and have worked on issues of evangelism and small group ministry. We are eliminating the contemporary Sunday evening service, but are moving the 2nd service on Sunday morning to a more blended service, including the youth band *Ember Days*. We have a strong music and drama ministry at ORUMC being an integral part of the church.

What are the core values:

Our Redeemer's has consistently valued mission work to the larger community in Christ's name and a strong commitment to care for each other (informally and through organized ministries). In the last year we have talked about growing in our ability to help each individual grow into fully devoted disciples of Jesus Christ (our vision statement is attached, from 1997).

What is the racial / ethnic / cultural diversity of the church and the community?

The church is predominately of European descent. We do have a significant number of members from Asia (Philippines, India, Pakistan, Sri Lanka, Indonesia, and Vietnam). We also have members from Brazil and Liberia. The community as well is predominately of European descent with a large number of Hispanics in the area.

What does the congregation need to accomplish in the next 5 years?

We hope to continue our growth in Children and Family Ministries, as well as expand all of our Youth Programs including a program for young adults. We would also like to welcome more diversity within the church as a whole.

In what ways do you envision the pastor (s) helping the church reach these goals?

We are looking for someone with the ability to relate to children, families, and youth of all ages and backgrounds. We believe that a pastor, who is open and receptive to all, could also help to guide us and offer opportunities to welcome and encourage families from other cultures and backgrounds. We desire a pastor that supports ministry in its diverse and various forms, including traditional and non-traditional music, dance, and drama.

In what ways do you envision the laity helping the church reach these goals?

How does your church make a difference through missions, in the community and the world?

The church is actively involved in 2 week long mission trips a year. We also feel strongly about work in the area of hunger through a monthly soup kitchen ministry, support for our local food pantry, the youth 30 hour famine (raises money for World Vision), the Society of St. Andrew (hunger in the United States), the “souper bowl” of caring (youth program), Heifer Project international, help with the needs of residents in our immediate area (through the pastor’s discretionary fund) and more recently doing hunger advocacy through an organization called Bread for the World.

Does your congregation have any on-going needs, opportunities, or problems that the District Superintendent should know about?

Administration is a weak area and too concentrated in one place or one person. We need help delegating and broadening administration. We lacking diversity in church leadership positions and need help mentoring multicultural members into leadership. We see the opportunity to seek and build a more diverse leadership within the church incorporating more of our church family’s eclectic backgrounds.