
From: Rev. Karen Oehl [pastor@brecksvilleumc.com]
Sent: Thursday, February 05, 2009 10:13 AM
To: minutes@brecksvilleumc.com
Subject: Administrative Board minutes, January 5, 2009
Categories: Miscellaneous

Administrative Board, Brecksville United Methodist Church January 5, 2009

In attendance: Mary Jane Matts Slifcak, Leslie Selig, Dee Lancaster, Catherine Vastartis, Ruth McDonel, Ruth Holmes, Joe Holmes, John Dietrich, John Falko, Betsy Wooster, Lisa Drew, Les Buttolph, Ann Rittman, Lynn Hobzek, Judy McCrodden, Bob Andree, Sally Becker, Jenny Gee, Nancy Smith, Stacy Parker, Joy Fenton, Leslie Miller, Karen Oehl.

Chairperson Leslie Miller opened in prayer and with the following thoughts looking back at the year 2008.

The year started with a great deal of anxiety, but now there are many things to be happy about.

We were anxious about the new church start in Broadview Heights. After meeting David and Beth Rittgers and understanding more about the mission of Orchard Path Church, we have been able to feel in ministry together there.

We were anxious about the remodeling projects in the sanctuary and offices. The work was (relatively) headache-free. A lot of hard work by the trustees and others contributed to this.

We were anxious about the transition to a new Sunday morning schedule. There has been an excellent response especially to the adult classes, with steady attendance at around 80 in these classes, which exceeds expectations.

Other good news from 2008 included the Celebration Garden in the front lawn and the successful Garage Sale in the fall.

Review of minutes from the October meeting. Approved as written after motion made by Lynn Hobzek.

Upcoming event for church leaders: **Leadership Academy** sponsored by the North Coast District, held at Lakewood UMC. Keynote speaker is Bishop Sally Dyck, and there will be many excellent workshops.

Reports

Joy Fenton—"Music in the Valley" is coming up this Friday.

There was less use of the projection system over the holidays, but it will return with regular worship.

Some adjustments have been made to help with auditory concerns in the sanctuary, based on suggestions by a sound consultant that Joy brought in.

Betsy Wooster—Betsy is finishing up with writing the winter Bible unit curriculum.

Adult classes resume with some new ones on January 11.

Betsy is now looking ahead to next year's adult offerings.

There will be Lenten small groups studying the same book again. Some of these will be on Sunday mornings as adult Sunday school, others will meet in homes, in the evenings, etc. Leaders are being sought. Watch for details and sign up.

Lisa Drew—The last Sunday of January is a youth worship service.

Music with a Mission is on February 20.

Youth Sunday School continues to have 15 to 20 students in two classes.

The mid-week Middle School program Quest also has a regular group. Jenny and George Gee have been vital help in running this program.

The Rock-a-thon in December was popular and successful, raising about \$2,500 for Nothing But Nets.

The remodeling of the youth room has been completed, thanks to funds from Gifts and Memorials and work by the members of the church.

Finance—Remember the deficit budget that we worked with all last year? Preliminary final number for 2008 indicate that we ended the year with a \$9,000 surplus.

Mary Jane Matts reminded us that this was possible because of the efforts of everybody in the church. It is an incredible testimony in a year that was full of changes and challenges both in our church and in the nation.

We came in \$7,000 above expected revenues, mostly in pledges and gifts. Some of this was also from the Garage Sale and Celebration Garden (bricks).

We were also \$29,000 below budget expenses, reflecting careful spending, and cutting some things such as continuing education and some staff travel expenses. There were savings in writing our own curriculum, no Youth Jam this year, and less in utilities than originally projected.

Gifts and Memorials often helped fill the gaps on projects.

We were able to fulfill our mission obligation of \$20,000.

Budget for 2009. Mary Jane reminded us of the process in creating the budget. Committees and agencies were approached for their expense figures in the early fall. The first figures received would have created another deficit budget. During the final months of 2008 work was done in reconciling the figures, again based on work by committees and staff.

Staff salaries were not increased, although staff members will be given an additional week of paid vacation in 2009 to help offset this stricture.

Another area that was cut back from requested funds was Trustee funds for projects including resealing the parking lot this summer and new hot water tanks. Trustees will continue to look for a way to complete these projects and not put them off too long. Finance felt that program cuts had gone as far as they possibly could, which is why this facility cost was targeted.

Although there were fewer pledges for the year 2009, the average amount of the pledges was up. Given the economy, we may see fluctuation in the ability of families to complete their pledged giving.

Capital Campaign status. Funds have been borrowed from Gifts and Memorials to pay the bills for the remodeling projects, \$140,000. Giving will soon start paying this back. Expenses right now total \$389,000. We committed not to go over \$400,000. The pledged amount is less than expenses. The congregation will be approached with a request to help us complete the campaign in 2009. There might need to be a “retire the debt” drive in 2010.

The report of the Finance Committee, including the budget for 2009, was approved after a motion by Ann Rittman and John Dietrich.

Evangelism—Evangelism cares for members in a variety of ways: bread to first time visitors, contact with visitors coming regularly, follow up with members that have not attended for some time, cards and contact with special members and shut ins. They helped with the new member class which joined in December. A social is planned at Chippewa Place for the end of January, and a birthday celebration for Al Williams, who is turning 100 in March.

Gifts and Memorials—The budget of this committee is 5% of the annual balance and earnings for the year. During this past year, \$71,000 was available, \$60,000 was spent. Their budget is not yet set for 2009, due to the fluctuation in the markets and the large portion tied up in the capital loan. There may be only around \$25,000 available this year. Stacy mentioned the \$5,000 yearly commitment to the Methodist Theological School in Ohio, questioning whether this commitment should continue to be assigned to Gifts and Memorials. The committee will be holding off activity until March to assess liquidity issues. Big projects from 2008 included the youth room renovation, magnetic door closers for fire safety, Room 301 renovations and other gifts. All committees should look carefully at their needs and be prepared to make proposals to Gifts and Memorials for the coming year.

Koinonia—The meeting in December was spent looking ahead. Some new opportunities for fellowship are planned. This Sunday there will be a potluck lunch for fellowship and welcoming some of the new members who joined in December. There will probably be some other new event in April or May. Other plans include the ice cream social, square dance in the fall, an Akron Aeros game some time this summer.

Missions—Missions oversees ongoing projects such as donations to Brookside and some other agencies. This year’s adoption of a Yuletide family went very well. Upcoming volunteer opportunities include trips to the Cleveland Foodbank and helping with the community dinner at Brooklyn Memorial UMC (where Brookside is located) in February and April in a team with Ridge UCC church. Twenty people have signed up for the knitting ministry which will continue to meet on Tuesday evenings at least until Easter. Gifts in 2008 included the Christian Children’s Home,

Simpson UMC, a family devastated by floods in Iowa, and Nothing but Nets.

Staff Parish—The committee worked this fall on reviews and information for the charge conference, plus decisions about salaries. They hope to have no interviews for a while!

Trustees—They are finishing with the punch list from the renovations, taking care of minor details. The rooms off 301 are almost finished. Still looking at furnishings in the new foyer area.

Some discussion about replacing the small refrigerator in the kitchenette on the 3rd floor, after the old one died. If not replaced, the space will be covered.

Worship—The committee has developed a mission statement and goals as of November. The new Christmas decorations looked good and will be coming down this week. The congregation enjoyed the season's worship opportunities, especially the music on December 21. Thanks to the staff for their work on Advent and Christmas. Lynn Hobzek said that there is still a desire to have coffee after the 11:15 service, perhaps with the help of other committees.

United Methodist Women—No meeting in January. The cookie walk raised \$1,200 for missions. The women will provide a "post holiday" luncheon for the staff on January 13.

Strategic Plan Review.

There had been some idea of reviewing the goals of the Strategic Plan at this January meeting but we really need the time to review goals in committees and bring that to the table for discussion at our next meeting. The April 6 meeting of the Administrative Board will be dedicated to a review of the plan and continued visioning for the future. The action goals of the original plan were handed out, and chairpersons are encouraged to use the next couple of months for review and looking ahead. People who were involved in the process of strategic planning will also be invited to attend the meeting in April.

Next meeting: April 6, 7:30 pm. (Please note that this is the Monday of Holy Week)

Respectfully submitted, Karen Oehl