

## **ADMIN Meeting Minutes**

April 10<sup>th</sup>, 2024

Wednesday 1:30

### **In Attendance.**

Doug Syme (Moderator), Randy Mayer (Sr. Pastor), ellie hutchison (Pastor), Kathy Babcock, Margaret Kofron, Amy Dillemath, Richard Himbury, Dennis St. John, Rick Irvin, Linda Sielken (Moderator Elect) and Mike Norman (Secretary). Guests: Judy Bischoff (EWI), Leslie DeGrassi (Web Page).

### **Called Meeting to Order.**

Doug Syme (Moderator) welcomed everyone and called the meeting to order.

**Opening Prayer.** Randy provided the opening prayer.

### **Approval of Minutes (Meeting of March 13<sup>th</sup>).**

### **EWI Update.** Judy Bischoff

- Looking for staff to help with Kiosk, to serve as greeters, etc.
- Reviewing Name Tags (and related process); e.g., best way to dispose of them when needed.
- We continue to invite, and welcome, new (all) members to get involved in various ways, including Circle of Friends potlucks and events, Amigos / Fellowship, Photos, welcome signs / actions, etc.

### **Nominations / Worship Update.** (Written Submission Only). Hathaway Cornelius

- Key topics include recruitment for Nominations and Worship Teams; continue to look for improvement opportunities.
- Overall, all is well, no major issues.

### **Treasurer's Report.** Rick Irvin

- Total Income for March was \$52,349 and Total Expenses were \$40,459 for Net of \$11,890. YTD Total Income was \$161,198 and Total Expenses were \$130,335 for Net Income of \$30,862. In 2023 Total Income was \$198,247 and Total Expenses

were \$133,369 for Net Income of \$64,878. The primary reason for the difference is 2023 had substantially higher Pledges paid in full.

- The undesignated cash position of the Church as of March 31, 2024 was \$201,816. This total of \$201,816 includes \$26,928 in Undesignated Memorials and \$ 77,596 reserved for Long Term Maintenance.
- We have opened our accounts at US Bank and the transition from Wells Fargo should be completed by the end of April. Amy and I will be working on online giving options and other services US Bank provides over the next two months. Also, our current Pledge total is \$371,945 versus a goal of \$375,000.
- An Investment Note is maturing with Cornerstone. (A current rate sheet was distributed for review and information).
- The final stewardship campaign results are 137 pledges for \$371,945.
  - This is 99% of the target set by the Finance Team.
  - As a comparison; 117 pledges and \$370,448 last year.

#### **Finance Team's Report.** Rich Himbury

- Agree that the treasurer be authorized to reinvest the CD that will mature on May 4<sup>th</sup> at Cornerstone at their special rate of 5% for seven months.
- Agreed to cancel comp / collision insurance, to reduce costs, on three trailers. We will continue our Liability insurance.
- Monitoring, and supporting, the Redman floor refinishing / quote.

#### **Facilities Report.** Dennis St. John

- Various topics:
  - Signage for the Recycle bin purchased and installed. However, it is still used by the public as a trash bin! Discussed.
  - Vortex installed new entry doors with simpler locks. 75 new chairs are in the Redman room; the old red chairs are on the patio wall waiting to be sent to Mexico via Severo. (Discussed what to do with the old tables).
  - Hand soap dispensers for bathrooms still need to be installed.
  - Fire alarm tests still need to be scheduled by our alarm company.
- Refurnishing floor in Redman Room.
  - Obtained information, and quotes, for three approaches from two vendors (Rogos and Galaxy) to re-do / resurface the floors in the Redman Room. This was briefly discussed with the Team. After some discussion, it was agreed that we will:
    - Ask for another quote to be under \$8500 (versus \$9000) and to
    - Ideally, get a bright and joyous floor color (as opposed to a grey garage look). - to better reflect that this is "happy place".

#### **Girl and Boys Troops/cubs, BSA report.** Dennis St. John

- Girl Troop 247

- The major event of the month will be the Eagle award ceremony for Maddie at 3:00 on April 21st in the Sanctuary; all are invited.
- The 'Easter' bake sale on March 24 was a success; \$900 They have a restaurant fundraiser at Mod Pizza on April 25<sup>th</sup>. (advertise in the bulletin?). The troop is solvent but seeking money projects to pay for camp. We were thanked for the \$100 dollar contribution for a banner.
- Boy Troop 365
  - Three 'volunteers' joined 'Jesus' for the Sunrise service! An Eagle Court of Honor will be held in the sanctuary on May 25<sup>th</sup>.
  - The car wash for April 13 was canceled for lack of available adults.
- Boy Troop 301
  - Troop will hold an Eagle Court of Honor for 4 new Eagles on May 19<sup>th</sup> at 4:00 in the Sanctuary.
  - The final celebration of troop 301's 20-year involvement at the Good Shepherd will be held on December 8<sup>th</sup>. The committee hopes to bring as many past recipients as possible together for the event. Randy has been asked to participate.

#### Old Business

- Taizé follow-up. Continuing to recruit.
- Website and Pictorial directory update.
  - Website.
 

Leslie DeGrassi provided an update, with some examples of the new / improved website and led a discussion. Randy asked if he could get a link to the Good Sam web site, noting that would be very helpful. They agreed to follow-up on this in a separate meeting. All agree that this is major improvement and thanked Leslie for her excellent work!
  - Directory.
 

Additional photos are scheduled, and we are making good progress.
- Staff reports
  - Amy Dillemoth
    - Returned from vacation.

- Upon her return last week, Amy processed over 370 emails, mostly with strong / positive support, plus \$14,000+ in unsolicited donations after the national PBS stories (regarding Samaritans, related border issues).

#### Margaret Kofron

- Easter activities and celebration. Everything went well with the kids. The Boy Scouts were great to work with for the sunrise service. Our church kids had a great time doing the Easter egg hunt and celebrating throughout the day. We went and flew kites during Sunday school. It was all very joyful.
- Fiesta Sahuarita. A big event! It went very well for our first go. The city of Sahuarita was mostly easy to work with. We probably had 80 kids come make spring hats! A couple parents asked about the church, and we were able to give them UCC pamphlets.
- Spent the last week working at the front desk while Amy was away on vacation. It was a nice opportunity to learn about the church from her perspective and job. Glad she is back.
- Once back from Mazatlán next week, my next step is figuring out summer plans with our families. Reaching out to Logan's mom, to see when they get back. Hopefully planning a VBS or working with another church to let our kids have that experience.

#### Pastors' reports

##### Randy Mayer

- Mazatlan trip next week with a group from our church.
- Had additional national and local news and stories (PBS, etc); regarding border issues / advocacy.
- Will meet with Tucson Good Sam group to better understand how they are structured and operate; and if we can borrow some of their good ideas / practices.

##### ellie hutchison

- Successfully conducted, and completed, a multi-month Lenten Devotional class. We have gotten very positive feedback.
- Continue recruiting activities for Taize service, and to explore improvement opportunities for the Care team and Stephen Ministry.

**Closing prayer:** ellie gave the closing prayer.

**Next Administrative meeting:** May 7<sup>th</sup>, 2024 - Tuesday 3:00 pm MST