

Draft

## Good Shepherd Admin Team Minutes

November 7, 2023 Tuesday 3:00 pm

Members Present: Dennis St. John, Rick Irvin, Rebecca McElfresh, Randy Mayer, Kathy Babcock, SuEllen Shaw, Doug Syme, Richard Himbury

Guests: Amy Dillemath, Leslie DeGrassi, Mike Nagle

The opening prayer was offered by Randy.

The minutes were approved unanimously.

Mike presented a comprehensive report for the Mission, Justice and Service team, including both projects achieved, ongoing, and upcoming. The Admin Team thanked Mike for the dedication and work of that team.

Rick presented the Treasurer's Report: Total Income for October was \$29,685 and Total Expenses were \$34,103 for Net of (\$4,417). YTD Total Income was \$385,582 and Total Expenses were \$350,306 for Net Income of \$35,276.

Rick also presented the Finance Team report: The team reviewed the 2024 budget proposal. He requested a projection of expenses from the Facilities team. He recommended a dispersal of the remaining sabbatical fund for Rebecca as part of her retirement gift. That recommendation was approved.

Dennis reported for the Facilities Team, sharing an estimate for the replacement of four doors to the sanctuary. Admin Team requested he get a second estimate. The search for columbarium furniture is in process as is the search for chairs for the counseling room. Dennis is trying out chairs and tables for the Redman Room, an expense already budgeted for this year.

### Old Business

Dennis reported on the Scout activity. Three troops are meeting at TGS every Monday evening.

Leslie DeGrassi introduced the new website design for TGS. A soft opening of the site will happen by the end of November. Leslie plans on updating the site each

Thursday and hopes the different Team and Committee members will report new activity to her regularly. Leslie also explained that the pictorial directory for the church membership will be housed in a password protected area of the church website. More information on that is forthcoming with plans for launching the directory the first week of January.

#### Pastor's Reports

Randy noted that advent and Christmas plans are well underway. Carolyn Hubbard has donated a painting of the San Xavier Mission that will hang in the conference room. A Disciples of Christ group will be visiting and touring the border this week. Randy shared pictures taken in the past week from the Sasabe station where hundreds a day have been crossing. He emphasized the humanitarian crisis happening there. He and Rebecca attended a clergy retreat recently and he is excited about collaboration possibilities with Tucson pastors. He closed his report noting that Margaret Kofron is working well, and hiring of a new associate pastor is in process.

Rebecca reported that Common Ground on the Border now has 42 registrants. Plans for that event are progressing. The Care Team meets monthly and has activated the meal train. The Grief Group and Care Giver Support groups are still meeting and will need continued pastoral support. The Spark Studio has a full schedule. Its budget is supplemented by donations, so it's operating in the black. There are internet issues to address and the placement of a kiln to explore.

Rebecca offered the closing prayer.

The next Administrative Team meeting will be December 13 at 3:00 p.m.

Respectfully submitted by,

SuEllen Shaw,

Secretary