

**Administration Council Meeting
November 15, 2011 @ 5:00 p.m.**

Present: Meredith Bell, Karen Berger, Nicole Casey, JoAnn Christen, David Clark, Greg DeSaulniers, Brad Etter, Ruth Jackson, Graig Luttrell, Elizabeth Luttrell, Barb Matya, Duane Meyer, Kevin Miller, Dawn Muller, Sandra Patterson, Darryl Peter, Dale Scritchfield, Bev Sloppy, George Taylor, and Pam Vinson.

Meeting was called to order by Greg DeSaulniers, followed by an opening prayer by Pastor Dale Scritchfield.

- Minutes from the previous meeting were reviewed. Motion by Kevin Miller to approve, seconded by Brad Etter. Motion carried.
- Committee reports were reviewed.
- Old Business – none.
- New Business –
 - Trustees – Brad Etter reported that tiling the west side of the Church is being pursued. Egress windows may be installed on some lower-level rooms that would be used for classrooms, along with emergency exit lighting. Roof problems appear to be resolved; boiler issues also appear to be solved on both “old” and “new” boiler systems.
 - Youth Ministry – Elizabeth reported that some invitation coupons given at “Trunk or Treat” have been redeemed.
 - George Taylor reviewed the history of the Meeker’s Building (across the street from the Church) and the process of it becoming part of the parking lot. The responsibility of the City in maintaining it has been documented with the City. It can be used by the Church on Sundays and on other days when a written notification has been sent to the City.
 - The Order of Elders will meet at the Church in January, 2012.
 - Pastor Dale thanked Karen Berger for her help in recruiting people for the Prayer Chart. He reported that at the next Ad Council meeting, a “Core Value Sheet” will be distributed for members to fill out. This will also be given to members of the Staff, Trustees, Finance and SPRC to fill out.
 - Edie Hodges discussed security lighting around the outside of the Church. She encouraged efforts to maximize illumination for the safety of people at night.
 - There was a discussion of declining numbers in membership of UMW. There is a concern about who will pick up the duties and responsibilities of retiring members. Some activities which are currently taking place may no longer happen in the future.

There was discussion about Parsonage Ownership vs. Housing allowance as it is being addressed by the Trustees. Possible homes to be purchased for use as a parsonage are being considered.

Next meeting date will be February 21st at 5:00 p.m. in the Fellowship Hall.

Motion to adjourn by George Taylor, seconded by Kevin Miller. Unanimously approved.

Meeting closed with a prayer by Craig Luttrell.

Respectfully submitted,
David J. Clark