

Administrative Council Meeting 9-17-17

Present: David Clark, Ruth Jackson, Jeff Kodis, Craig Luttrell, Jim Moore

Opening prayer by Pastor Jeff

Minutes from the previous meeting were reviewed.

Grammatical corrections were:

-SPR should be SPRC

-Eliminate "Call Dick Cope to clarify" from New Business header.

Motion to approve minutes by Ruth Jackson. Seconded by Clark. Motion carried.

Ad Council Reports reviewed

SPRC

A new worship leader has been selected- Jen Pedersen

Ministry Assistant is Craig Luttrell

Business Administrator job description is being developed:

-The focus will be on bookkeeping

-Janet Luttrell has been working on reconciling the books

-Payroll will not be done in-house for the time being

(Bowman/Miller will do payroll through the first of the year)

-The hope is to fill the position soon

A claim has been submitted to the insurance company regarding the policy that covers our losses through employee/personnel dishonesty

Registered Agent for the Church – position to be fill

-Duties include accepting papers being served to the Church.

2017 Charge Conference

-Much work is being done to "front load" information for the meeting

- It will be held 10-29-17

- Contents of the Conference form were reviewed by the AD Council Committee

-Clark moved the report be approved/ Second by Jackson. Motion carried

Endowment disbursements were discussed. The next disbursement will be after the first quarter next year.

Financial Pledge Campaign will be the first Sunday in November

Craig Luttrell provided the closing prayer.

Respectfully submitted by David Clark