

# ADMINISTRATIVE COUNCIL

October 18, 2023

PRESENT: Michelle Rubel, Brad Rubel, Pastor Deb Parkison, Autumm Brazel, Wendy Hopkins, Thaine Hopkins, Barb Ryon, Connie Dallenbach and Jean Murray.

Chairman Pro-Tem Barb Ryon called the meeting to order, and Pastor Deb opened with prayer. The minutes of the September meeting were reviewed, and were approved as written.

The following reports were presented:

**Trustees:** Pastor Deb wondered when the toilet in the downstairs women's bathroom will get fixed. Brad hasn't had a chance to look at it yet, but he'll take a look, and get it taken care of.

**Staff Parish:** Autumm Brazel reported that Dan Keen will be filling the pulpit for both Laurens and Varina on Sunday, November 5. October is Pastor Appreciation month, and the SPRC made a plan to get Pastor Deb a gift. Autumm recently mailed a letter of resignation to all SPRC members, and they met on Monday evening to make an advertisement for the Administrative Assistant position. Pastor Deb is going to send this out to the local papers and print fliers for the church. The SPRC will meet again on Tuesday, Oct. 24 to update the job description of the Administrative Assistant, and plans to tentatively do interviews for the position on Thursday, November 9 in the evening. They are hoping to start the new hire soon after so that Autumm can train them before she leaves.

**Missions:** Autumm Brazel reported that In-Gathering is November 4, and it looks like we have gathered quite a bit. They will assemble kits this coming Sunday. They will also be getting the Christmas families soon and will have a sign up for the gifts.

**Worship:** Connie Dallenbach reported that they will be meeting next Wednesday, and will probably be discussing Christmas plans. Pianists have been assigned through December. Michelle wondered about having 3 ushers to collect the offering, now that we're passing the plates again. Pastor Deb will mention something from the pulpit, and anyone wanting to step up and help is encouraged to do so.

**Christian Education:** Michelle Rubel reported that she is hoping to get Life Lines assigned soon. The Sunday School Christmas program is scheduled for December 10, and they will be assigning parts and starting to practice soon. There will also be a dowel rod performance. There has been good attendance at Sunday School so far.

**Youth:** Autumm Brazel reported that they will be meeting this Sunday at the First Christian Church. They will be hosting Trunk or Treat again this year, on October 28 from 5:00 to 6:30 p.m. Participants are asked to have their cars parked by 4:30 p.m.

**United Methodist Women:** Wendy Hopkins reported that at their recent meeting, they decided to donate the proceeds from the Bazaar to the general treasury of the church. She also reported that the Food Pantry would like to apply for the Pocahontas County Grant, to replace a freezer, and to purchase another freezer. They may also look into getting a grant to continue the Spanish classes being offered.

**United Methodist Men:** Brad Rubel reported that their next meeting will be on November 4 at 8:00 a.m.

**Pastor's Report:** Pastor Deb reported that she will be gone on Sunday, November 5. She will be leading the Emmaus Walk in Ankeny. Stewardship Sunday will be held on November 19. A Harvest Celebration will be held on November 26. She will be starting an Advent Bible study on Nov. 28, at 11:00 a.m. for 4 weeks. On Sunday, Christmas Eve day, she will be preaching in Varina at 9:00 a.m., Laurens at 10:30 a.m., the Care Center at 12:30 p.m., Laurens at 4:00 p.m., Varina at 6:00 p.m. and Laurens at 11:00 p.m.

**Treasurer and Finance:** Thaine Hopkins reported that they had met a week ago to set the budget for next year, which is \$190,861.31. There will be no increases in staff salaries this year. The price of our insurance has stayed the same, and pensions have gone down. Apportionments went up a small bit.

Brad made a motion to adjourn the meeting, seconded by Michelle.

Administrative Council Secretary,

Jean Murray