



Minutes of the

Church Council Meeting

May 24, 2018

Administrative Council Meeting
May 24, 2018
Rm. 7:00 PM

Present:

Rev. Dr Miguel Balderas, Linda Canales, Chuck Thompson, Dwayne Weigel, Dawn and John Kelley, Paul and Peggy Harris, Roger Arnold, Carolyn Goldman, Stan Thomas, Edith Williams, Kathy Martin, Emelia Annum, Darlene Bowles, Jim Doman and Sheila Hopkins. (Attachment 1)

Welcome & Devotion:

Chuck Thompson opened the meeting with a devotion based on Joshua 1:9 “Even Stronger” and followed with the opening prayer. Minutes were reviewed by those in attendance and a motion was made by Stan Thomas to accept the minutes as written. The motion was seconded by Dwayne Weigel and carried. Chuck requested Linda Canales be added to the distribution list for a copy of the minutes. Next meeting will be held on Monday June 18, 2018.

Trustees Report:

Jim Doman reported Mark Warner resigned as Chair of the Trustees Committee. As Vice-Chair Jim noted that the committee had only 3 active members, Jim, Phil Lunking and Roderick Williams. Terrance Gambill, a neighborhood volunteer assists as able but he requires supervision by a church member.

Jim provided a summary of projects that have been completed since the last report in April 2018. A full report is in (Attachment 2). There is a lawn service on contract to mow the church property. Jim mows the parking lot areas, area around the pre-school and the median strip. The pre-school does not want lawn mowing while the school is in session. Roger Arnold suggested that contract for the lawn service be adjusted accordingly.

Based on the work that still needs to be completed and minimal support of the Trustees Jim asked for church members to volunteer for the Trustees committee as well as supervision of Terrence. After further discussion Chuck Thompson suggested Pastor bring the need up as a mission moment during the Sunday service. John Kelley also suggested Jim provide a list of jobs to the United Methodist Men (UMM) before the church clean up day scheduled for June 9, 2018. And lastly John Kelley suggested the youth assist on clean-up day. Kathy Martin reported the youth had already been scheduled to assist the UMM.

**Action Item: Jim Doman will provide a “to do list” to Chuck Thompson and Pastor Balderas for the UMM for clean-up day.
Pastor Balderas will include the list in the bulletin.
Pastor Balderas will talk to the 7th Day Adventist church about utilizing their cross to replace the cross in disrepair above the chapel building.**

Jim Doman also motioned that the church sell the church van and put proceeds into the general fund. The motion was seconded. Based on the discussion it was determined that van is used for 3 main events to include OC Rock, Camp Joy and the Fall retreat.

Edith Williams suggested the proceeds be set aside for future van rentals as needed rather than in the general fund. Dwayne recommended the proceeds be put in to the Wells Fargo investment account. This would require approval of use for expenses. There was discussion on the maintenance costs, when it was used, would a rental van accommodate the youth trip to Camp Joy and their equipment. Based on this discussion Chuck Thompson recommended that motion be tabled until June meeting to analyze usage, maintenance and insurance costs versus cost of rental vans. Dwayne Weigel and Kathy Martin will conduct the research.

Finance Report:

Dwayne reported that apportionments will not be paid. Expenses continue to run at approximately \$28,000 per month and income a little under \$26,000 per month through April of this year. Decision was made to discontinue paying apportionment payment the church should be close to breaking even. However as Dwayne pointed out things occur that can cause a budget deficit and he's concerned because income decreases during summer months. This is also why Dwayne feels any proceeds from a van sale should go into the investment account not the general fund.

Action Item: Pastor Miguel indicated the next step is to set up a real budget.

SPRC Report:

Kathy Martin reported SPRC met and discussed/accomplished the following:

- Set up measurable goals for the remainder of 2018 (Attachment 3). SPRC also reviewed staff salaries as a part of the ongoing effort to reduce costs.
- SPRC soliciting quotes and bids from cleaning companies to possibly replace Maurice. The advantage to a cleaning company is they would be available on weekends when needed. Pastor Balderas has had discussions with pre-school director on hiring their own cleaning company. John Kelley recommended that written stipulations should be in place regardless of whether an individual or cleaning company provides the service to Millian. Pastor Balderas has already written a draft job description. John Watson is soliciting estimates from cleaning companies. Pastor Balderas and John Watson will conduct interviews. There will be more discussion with pre-school on handling the cleaning of the fellowship hall. Once cleaning company is hired it may be managed by the Trustee's Committee.
- SPRC reviewed a letter from a congregant on whether to retain Pastor Balderas full-time. SPRC addressed with the congregant.

Outreach Report:

Edith Williams reported 77 people were served in the May food pantry. Donations for food were provided by St. John's, Girl Scouts, and food collected by the U.S. Postal Service. \$600 in cash has also been directly donated to support the program. Chuck asked if there were additional need for volunteers to assist with the food pantry. Generally Edith, Dwayne and Joan Weigel and Paul Harris assist. Edith is going to ask all the groups that lead to church donate food or make a monetary donation. .

Would like to host a Fall Flea Market and proceeds will go to the food pantry. Chuck mentioned that ideas like that should be coordinated with Amelia.

There will be no Africa University Sunday since all collections during service are being forwarded to the general fund.

Small Groups Update:

Chuck Thompson reported there have been several meetings. One that generated the most significant amount of action was on May 16th. Dwayne provided finance update and recommendations for short term actions to alleviate finance issues. (Attachment 4). Eventually in the Fall the group will look at the leadership model and how to streamline it. Specific group recommendations were presented in Pastor Balderas' letter to the congregation and will also be in the newsletter. The table will be finalized and become available to the Council. The group wants to hear from the District Superintendent clear options for Millian. A request will be sent to the DS to meet with the Council at next meeting June 18th. Chuck has received 20 purpose statements from individuals that will be considered and presented.

Additional comments:

Jim Doman stated that the Council is repeating the same process that has been done previously with no results. Requested the Council come up with a plan and take action. However, Chuck reported that there is a protocol in the Methodist Church that is required to be followed. It's being done.

Dawn Kelley revisited the question asked in previous meetings concerning merging with other churches. Per Kathy Martin that is being worked. Other churches have already unofficially approached Millian to merge however Pastor Balderas told them to request through the District Superintendent to the Bishop for a decision.

Edith Williams motioned that the Council submit a letter to Bishop Easterling to appoint a new pastor at Millian (Attachment 5). Jim Doman seconded however there was additional discussion. Chuck recommended the motion be tabled until the District Superintendent meets with the Council and options are presented and the Council receives his response to those options.

Pastor Balderas reported that the church is in crisis but there are solutions. The key is to work together. Good things are still happening. The church received 9 laptop computers and 3 desk tops. 3 of the laptops will be provided to the pre-school. He has written a letter to the congregation that will be in the newsletter.

Stan Thomas asked about the status of Goal #4 listed on the SPRC 2018 list which reports the changes in positions for people that have been in positions for more than 3 years. Pastor Balderas leads the Nominations Committee and reported the committee has not met yet. Will meet after annual conference.

Jim Doman reported his disappointment at a pre-school event attended by Pastor Balderas. He noted that it was a perfect opportunity for the Pastor to utilize the moment for community outreach and Pastor Balderas should have thanked the pre-school for their efforts.

The meeting was adjourned at 8:50 pm.

Respectfully submitted,
Sheila Hopkins
Recording Secretary

Church Council
5/24/2018

Chuck Thompson
John Kelley
David Kelley
ROGER ARNOLD
Dwayne Weigel
Paul & Peggy
Stan Thomas
Shirley Hicks
Ladd & Nellie
James Brown
Dwayne Bowles
Kathy Martin
Carolyn Aldman
Evelia & Amos

TRUSTEE ACTIVITIES
For
Church Council Meeting – May 24, 2018

1. On May 7, Mark Warner resigned as Chair of the Trustees. Jim Doman has assumed this responsibility. Normally, the Trustees have 9 members. Currently the Trustees are functioning with only 5 members, 2 of whom have never attended a Trustee meeting. We have 2 other previous Trustees who attend meetings. While no longer an active Trustee, Mark will continue to help. This puts a lot of work on the still active 3 Trustees.
2. With help of a volunteer (Terrance), we have cleaned trash from the parking lots and around property. This is an ongoing project every week.
3. We are mowing the 1) center median on Parkland in front of the church; 2) the grass in and around the parking lots; and 3) the grass area inside the Pre-school play area.
4. Cleaned exterior stairwell drains.
5. We agreed to allow F.O. Day use our large parking lot for temporary storage of equipment while they resurface roads in the Aspen Hill area. In return they will widen the entrance to the handicapped lot from Hallet Street.
6. On May 11, Carolyn Goldman and Terrance spread mulch in Memorial Garden and in other planting beds as necessary. Phil Lunking picked up and delivered the mulch to Millian. .
7. We installed new faucets for two rooms in the Education Building.
8. We replaced the valves on the leaking faucets on the sink in the lady's room on the second floor of the Ed. Building.
9. As time permits, we will continue to investigate the apparent blockage of the sanitary sewer under the Chapel Building.
10. Jim and Terrance started scraping the walls of the Social Hall in preparation for eventually painting the room and making it more presentable.
11. The Pre-school received notice that they must test for lead in all drinking water outlets. Upon consultation with the MD Dept of the Environment, it was determined that the Pre-school was exempt from the sampling
12. Investigate value and condition of church van in preparation for possible sale.
13. Correct problems with soap and towel. Dispensers in Chapel building bathroom.
14. Completed May monthly inspections.

J. Doman

Attachment [2]

Goals for 2018

May 14, 2018

1. Emphasize the sense of Unity in the diversity that we live in as a church. That above all things we are **a church**, only one. And therefore, we will focus primarily on the ministry. All this through sermons, bulletins, newsletters, web page, etc.
2. Together with the president of Church Council, promote the implementation of the single board as an administrative model for us as "Small Church" to be approved no later than the 2018 Church Charge conference.
3. Establish the necessary measures (actions) to begin the process of having healthy finances, in conjunction with the finance committee, including the creation of a real budget for 2019, prioritizing the already established ministries.
4. At the 2018 Church Conference, present the report of Lay Leadership Development, reflecting changes in positions for people that have been in said positions for more than 3 years.

Problem/Issue (In order of Priority)	Short Term Actions Required (Ideas)	Responsible Person(s)	Timeline	Notes
<p>Insufficient funds to meet operational needs of the church (e.g. meet payroll & pay on-going expenses such as insurance, utilities, etc.)</p>	<ul style="list-style-type: none"> • Sell parking lots (2) • Take money out of reserves (restricted funds) & use for operating funds • Giving needs should be communicated – Pastor letter to congregation, Newsletter article, from the pulpit • Year-to-date Income and Expenses should be integrated into weekly church bulletin & included in the monthly newsletter • Monthly update (at minimum) prior to worship – mission moment • Income from “rents” should be separated out from offering so that congregants understand where 	<p>Trustees/Church Council</p> <p>Finance Committee/Church Council</p> <p>Pastor Miguel</p> <p>Chair Finance/Pastor Miguel</p> <p>Finance Committee</p> <p>Finance Committee & All Leaders</p>	<p>TBD</p> <p>ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>ASAP</p>	<p>Brain-storming idea – requires full council approval</p>

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	<p>their dollars go [Incorporate this into the previous bullet regarding Income and Expense in Bulletin]</p> <ul style="list-style-type: none"> • Change “Pledge” label to “Offering” or something congregants (especially new people) can understand • [We can always do what the Catholics do – have 2 offerings per service – one for general funds and one specified – if the need arises] • Letter to the DS spelling out our current situation & describing the options Millian is considering. Options could be: conference payment toward Pastor Miquel’s 	<p>Pastor, Chair SPRC, Lay-Leader, Chair Church Council</p> <p>Pastor, Chair SPRC, Lay-Leader, Chair Church Council</p>	<p>May 24, 2018</p> <p>May 24, 2018</p>	<p>Copy to Full Council at meeting on May 24th.</p> <p>Integrate into Letter to DS</p>

Problem/Issue (In order of Priority)	Short Term Actions Required (Ideas)	Responsible Person(s)	Timeline	Notes
	<p>salary and benefits; circuit rider ministry; combine with another church; use of seminary students for Sunday services; use lay ministers for Sunday services; use of restricted funds for operational expense [also either discuss what is in this document or submit this document with the letter in order to show our decision-making processes]</p> <ul style="list-style-type: none"> Request a written response from the DS spelling out options available for financial or operational assistance to Millian from the District's 			

Problem/Issue (In order of Priority)	Short Term Actions Required (Ideas)	Responsible Person(s)	Timeline	Notes
Short term to meet monthly expenses	<p style="text-align: center;">perspective</p> <ul style="list-style-type: none"> • Use Wells Fargo account (\$84K) to make up shortfall • Selling the van – bring to council • Review tenant churches – rent being paid to insure we’re getting full market value for the space. Also, look at hourly use and insure rent includes pro-rated costs of utilities based on # of hours used weekly. 	<p>Chair, Finance, Pastor Miguel</p> <p>Chair, Trustees, Pastor Miguel</p> <p>Pastor Miguel, Chair Trustees, Chair Finance</p>	May 24, 2018	<p>Formal Motion to Council for Approval at the May 24, 2018 Council Meeting</p> <p>Formal Motion to Council for Approval at the May 24, 2018 Council Meeting</p>
Manage Rumors (Rumor Control)	<ul style="list-style-type: none"> • Insure all data presented to congregation are current & accurate • Correct the rumor when you hear it • Through “Mission Moments”, keep the congregation informed of current status & actions being 	All Church Leaders	Continuous	

Problem/Issue (In order of Priority)	Short Term Actions Required (Ideas)	Responsible Person(s)	Timeline	Notes
	<p>taken</p> <ul style="list-style-type: none"> • Over-communicate: From the pulpit, in the bulletin & newsletter • Insure all Church Leaders are consistent in their messaging to the congregation 			
<p>Meeting Attendees: Pastor Miguel Dwayne Weigel Roger Arnold Carolyn Goldman Paul Harris Kathy Martin James Doman Hal Brown John Kelley</p> <p>* Brenda Watson unable to attend. Will provide table to her for review & input.</p>				

MOTION for the
ADMINISTRATIVE COUNCIL
May 24, 2018

I move that the Administrative Council write a letter to Bishop Easterling asking for an appointment of a new pastor for Millian Memorial United Methodist Church immediately. We no longer have the membership or the funds to support a pastor with a \$100,000.00 package.

Edith C. Williams
Outreach Chair