

KOG 27 September 2016 Administrative Council Meeting Minutes

Present: Bob Bower, Scott Whitney, Carol McDivitt, Leo Salazar, Karen Miller, Len Koch, Tom Alpert, Ted Schmidt and Pastor Ruth Ann.

Bob opened the meeting with devotions. Leo provided refreshments.

The minutes of the August Council meeting were presented. The **minutes were approved as presented.**

Treasurer Report. Carol presented the August financial information. 2017 budget requests have been sent to all teams. Goal is to have an electronic budget for congregation to review and download for annual meeting. We will need to adopt the budget at the October Council meeting. Giving trend right now is running light compared to previous years. The next audit planning may be delayed until 2017 for discussion.

Team Reports.

Infrastructure. TFG plan has been taken to the city. A landscaping plan for next two years has been developed with a total estimate of \$66,000. First phase will begin in early 2017. Balance will be done in 2018. This has received City approval. **Scott moved to authorize TFG** to proceed to issue requests for proposals for the first phase of the project, keeping the estimated budget in mind when requesting and reviewing bids. Ted seconded. **Motion passed.**

The parking lot needs repair. The cost for resealing could come from the annexation funds. Property Team will be asked to investigate reseal and lighting issues and costs and report back to Council.

Columbarium – Scott reported **insurance** up to \$20,000 coverage will be put in place, covering entire structure and face plates. **Dedication** will be Saturday night October 8th and Sunday October 16th at both services.

Len reported **Bridge Ministries** is planning for another year. Focus on continuing education like last year and Zion will be invited to participate. Team is also considering offsite opportunities.

Communications - Len reported the **sign** is tentatively scheduled to be installed the week of October 10. A combined team effort continues to work on the new **website** with Madwire. Beta testing will begin soon. We need new content for the website. Russel continues to serve as project manager for the development. Information can be sent to him at light.tiger@gmail.com. Requests will be made to teams to submit information for their respective team and activities.

Pastor gave her report. It was an extremely busy month with considerable activities as well as responsibilities. Personnel is compliant with insurance requirements. The 2017 salary proposal was discussed in executive session.

Worship has completed its strategic planning report. Council reviewed the details set forth in the plan and gave its assent to taking the plan to the Worship Planning Team. **Scott moved and Pastor seconded a resolution supporting the report** and encouraging the adoption of the elements contained therein.

Motion passed. As to worship services, Ted moved and Karen seconded that we have **one service on Christmas Day and one service on New Year's Day**. Motion passed.

Stewardship – Pledge cards for 2017 will be distributed with an announcement by Bill, with a collection on the weekend of October 15/16. The pledge cards will be available to pick up at services, and those not picked up will be mailed out.

Scott updated Council on the **nominating committee** status. John Nutall and Jane Kanda have joined the nominating committee. In addition to filling slots for Council, Scott hopes to have names to give to Team members for their respective teams.

Property – The Property Team has identified **three projects for 2017**. 1. Concrete work in the outdoor worship area. 2. Destabilizing air in the centrum pursuant to the energy audit report. 3. Strip the front wooden doors and refinish and weather strip them. After discussion, it was determined that capital funds for the concrete work could be used, which would include removing flag stone in the walkway. Ted will consult with Darell about infrastructure issues and also get a quote to remove and replace the drain area in the outdoor worship area.

Outreach – the Thanksgiving special offering will go to Kid's Pack. The hospitality team still needs to be organized.

Technology Team – Work continues on the website as reported above and Bob reported status of new computers and new router. Bob also is investigating a site location license for the church that is available to non-profits from Microsoft.

Bob is planning the details for the next **strategic planning meeting**. The meeting will be on **October 22nd** from 9 to 11 AM.

There being no further business, the meeting adjourned at 9:10 p.m.

The next meeting will be Tuesday, October 18th.

Refreshments will be provided by Scott.

Devotion to be provided by Carol.