

Irvine United Congregational Church

Admin Board Minutes

May 19, 2014

Attendance

Board: Mark Allen, Jerrod Anderson, Wayne Banwell, Frank Larkin, Jerry Price, Anne Rosse, Martha Selby; Absent: Paul Tellstrom

Committee Chairs: Laura Long

Ministries Board Chair: Pat Sauter

Guests: Matt Redman, Michael Spindle

The meeting was called to order at 7:02pm, and the opening prayer was led by Matt.

Minutes: Jerry moved approval of the April 2014 minutes as amended; Jerrod seconded. The minutes as amended were approved.

Reports:

Treasurer: Mark Allen

- Mark distributed the Treasurer's report and reviewed April financial reports. The 2014 fiscal year picture as of April is not particularly encouraging. Primary factors for the shortfall include termite and related work in the Atwood building and poorer results in ECC revenue.
- The Board discussed to what extent we address this issue at the Spring Congregational Meeting.
- The Board also discussed to what extent ECC enhancements are feasible given our current financial situation.

Moderator: Anne Rosse

- Anne distributed the Moderator's report (attached) which she also emailed in advance.
- Approximately 120 people attended the building forums on May 18. Overall the draft master plan seemed to be well-received.
- Anne asked that Ministry and Committee chairs reports for the Spring Congregational Meeting handout be submitted to Michael no later than May 22.
- Cindy O'Dell will be the third congregational representative on the 2014-15 leadership slate.
- The leadership retreat will be July 12 with Leadership Sunday being July 13.

Ministries Chair: Pat Sauter

- Pat reported that the church calendar of events has been filled through December.
- The all-church Bon Vivant will be on May 31; childcare is being provided in hopes of attracting younger members. There also will be a silent auction.

Pastor: Paul Tellstrom

- Pastor Paul was not in attendance but distributed his report in advance (attached). His report discussed some of the results from the recent worship survey that was developed by Chris Goodrich.
- The survey indicates that the choir is a major driver for which service people attend.
- It also appears that having identical services appears to be the best solution to encouraging growth at first service.
- There also seems to be interest in keeping services to one hour, so the Board discussed ways we might accomplish this. Ideas included putting all announcements in the bulletin instead of having them read from the lectern. If the teaching moment continues it will not be within the worship service itself.
- Overall, the survey provided lots of good information although no real surprises. The worship team will review the results and propose a course of action.

Building and Grounds: Lindy Garber

- Lindy was not in attendance and there was no report distributed.
- Michael discussed an idea to use café lights in the Plumer Hall as opposed to the current ceiling lights which are very difficult to maintain.
- Mark moved to allocate approximately \$500 to purchase café lights; Wayne seconded. The motion was approved.
- We will proceed with replacing burned-out lights in the sanctuary as planned.

Early Childhood Center: Laura Long

- Laura reviewed her report which was distributed in advance (attached).
- Laura reported that ECC enrollment continues to be low but relatively stable.
- As suggested at the last Board meeting, she also provided a list of potential facility improvements that might help with enrollment.
- After a lengthy discussion of the items on the list, Jerry moved to proceed with duct work repair as well as new carpet; Wayne seconded. The motion was approved.
- After further discussion, however, Anne moved to replace this motion with one focusing only on the duct work contingent on a second bid; this motion called for more research on shade options, paint, etc. before investing in these areas. Wayne seconded the motion. The motion was approved.

Old Business:

- A. Building Project Forums/Update -- Discussed during Moderator's report
- B. Spring Congregational Meeting -- Discussed during Moderator's report
- C. Anne reported that the employee handbook will be in place by July 1.

New Business:

- A. Worship Survey -- Discussed during Pastor's Report report

Announcements:

- The new drop safe has been installed and is functioning.

- We are working to arrange a meeting with Journey regarding the parking issue; as of now they have not been particularly responsive.
- The Board suggested that the new iPad squares be used at the silent auction but not at the choir concert reception

Next meeting will be Monday, June 16, at 7:00pm.

Wayne moved to adjourn; Frank seconded. The meeting was adjourned at 8:41pm.

Respectfully submitted,

Jerry Price
Clerk
Administration Board