

Matthews United Methodist Church Administrative Council Meeting-May 22nd, 2023

Pastor Chuck Wilson	Pastor Paul Craig	Pastor Corey Milliet
Suzanne Pugh	Lee Goldstein	Dale Webster
Becky Yates	Hugh Clark	Margaret Todd
Amanda McGraff	Greg Klein	Nancy Harris
Ben Freeman	John Millen	Beth Merchant
Greg Mangum	Kaitlin Klotz	

- I. Consideration of the 1/28/2023 minutes
 - a. Motion to approve by John Millen
 - i. Seconded by Beth Merchant
 1. Affirmative-14
 2. Negative-0
 - a. Motion carries
- II. Gathering Time
 - a. Leadership Covenant-Suzanne Pugh
 - b. Prayer-Suzanne Pugh
 - c. Check-in-Suzanne Pugh
 - d. Recommendation of Susan Chambers as delegate to the Western North Carolina Conference Annual Conference (alternate for Suzanne Pugh)
 - i. Motion to approve by Becky Yates
 1. Seconded by Margaret Todd
 - a. Affirmative-14
 - b. Negative-0
 - i. Motion carries
- III. Committee Update
 - a. Trustees-John Millen
 - i. We have a commitment from the Boy Scouts to purchase the buses (one of which does not work).
 - ii. We are in the process of purchasing a used bus.
 1. Due to price inflation, we are considering purchasing 4–5-year-old buses.
 - iii. Building Committee
 1. Craig Estep and John Millen met with the AEW Architects for a final walkthrough of the Sanctuary.
 2. We will soon be obtaining quotes from contractors for the final estimated costs of the upgrades and HVAC system replacement.
 - b. Finance-Greg Klein
 - i. YTD Funds generated from offerings = \$790,000.00
 - ii. Budgeted projected offerings: \$803,000.00
 - iii. There is a \$13,000.00 offering deficit.
 1. Generally, the fall months see an uptick in offerings.

- iv. YTD total income = \$818,000.00
- v. Total budget = \$821,000.00
- vi. We are at a \$3,000.00 deficit from budget projections.
- vii. Expenses = \$745,000.00
- viii. Budget = \$832,000.00
- ix. YTD net income \$72,000
 - 1. Surplus of \$135,000.00
- x. Unrestricted Cash on hand = \$606,000.00
 - 1. This amount covers 2.7 months of expenses (goal is 3 months of expenses in unrestricted cash)
 - 2. Investments of cash:
 - a. Gym light and sound equipment replacement
 - b. Initial expenses associated with sanctuary renovation (plans from AEW architecture)
 - c. Choir robes
- c. Staff Parish-Dale Webster
 - i. All five pastors have been reappointed for another year.
 - ii. Recent staffing changes:
 - 1. Abigail Okland (Music and Worship Arts Admin) and Rona Swakopf (Accounts Payable) have departed from the staff.
 - a. Shannon Remley has been hired for the Music and Worship Arts Admin position.
 - b. Deborah Morrison has been hired for the Accounts Payable position.
- d. Lay Leader-Lee Goldstein
 - i. Committee work is underway, but there are no current updates.

IV. Staff Update

- a. Updates from Pastor Chuck
 - i. Pentecost will be Sunday 5/28
 - 1. Wear red to worship services in observance.
 - ii. A new member class will be introduced at the 9:30 and 11:00 worship services.
 - iii. Class of 2023 graduates (of all educational levels) will be recognized during services on Sunday, June 4th.
 - iv. Sunday, June 11th, we will begin the “High Maintenance Relationships” worship series, which will run throughout the duration of the summer.
 - v. Sunday October 8th, former pastor Reverend Rob Fuquay (currently serving as the senior pastor at St. Luke’s United Methodist Church in Indianapolis) will be delivering a message at all 3 worship services/
 - vi. Sunday January 28th, Reverend Dawn Hand will be delivering a message at all 3 worship services.
 - 1. That same service, the Friendship Missionary Baptist Church choir will perform at the 9:30 and 11:00 worship services.
 - vii. Sunday, February 4th, Global Impact Celebration 2024 will begin.

- viii. We are in need of volunteers for summer activities:
 1. Music & Arts Camp (June 26th-June 30th)
 2. Rainbow Express Camp (July 10th-July 14th)
 3. Vacation Bible School (July 24th-July 28th)
 - ix. This past weekend was a busy weekend:
 1. Friday Morning: Metro Prom
 2. Friday Night: Second Chance Prom
 3. Saturday Night: Confirmation Celebration
 4. Sunday Morning: Confirmation Sunday (10 confirmands made a commitment to living their lives for Jesus).
 - b. Updates from Pastor Paul
 - i. Safe Sanctuary
 1. Pastor Paul attended the training on Thursday evening and there are 5 hallmarks:
 - a. Background checks on volunteers and employees
 - i. Background checks must be completed every 3 years for returning employees and volunteers.
 - b. Annual training in Safe Sanctuary policies
 - c. Minimum of 6-month involvement for volunteers
 - d. There must be a minimum age difference of 5 years between the oldest participating child or youth and the youngest adult volunteer or employee.
 - e. We can have one child and one youth if there is a greater than five-year age difference.
 - c. What else is our portion?
 - i. What do you need from us?
 - ii. How can we best support the staff?
 1. Pastor Chuck feels the support of the Ad Council and the committees as we come through a transitional time after COVID.
- V. Other Considerations
 - a. Active shooter training questions
 - i. Follow-up Question: Will the Sanctuary renovations incorporate safety features?
- VI. Adjournment