

February Administrative Committee Highlights

Administrative Committee met on February 14. Members present were Dennis Eliason, Joan Moyer, Donna Whiskeman, Vince Snowbarger, and Pastor Charlie.

The January monthly financials were reviewed and approved. While dealing with budget issues, the committee agreed to reimburse the couple, to whom the trailer was transferred, \$3,000 to defray some of the expenses they incurred in moving the trailer from the south lots. This finalizes the transfer and removal of the trailer.

Pastor Charlie gave a brief update on the preparations for implementing the Pastor Search Team (PST). A notebook of denominational practices and information have been developed with some expenses for their preparation. A short meeting will be held after the service with PST to orient them to the process and discuss confidentiality.

The charter for Council Chairperson was presented for review and forwarded to council for approval. The committee also reviewed proposed policies for Maintaining Membership Rolls and a revision of the policies and procedure for the Memorial Fund Committee. These will also be submitted to council for review and approval.

Bob Larson requested approval to attend and have expenses reimbursed for an Episcopal Clergy Conference. Bishops from the United Methodist Church and the Evangelical Lutheran Church in America will also be attending. The request was approved.

A tentative church calendar for the remainder of the church year was discussed and approved. This will assist our council and the ministry teams to plan. The committee proposed June 26 for the Annual Meeting. This will need to be approved and set by council.

The committee finished out its meeting with a review of various issues that council and PST will need to discuss going into the Pastor search process. Those issues include the budget for the search, potential salary ranges, the type of individual we are looking for and how to make this process cooperative and collaborative.

The next Administrative Committee meeting will be on **Monday, March 14 at 9 AM.**