

**Christ Church United Methodist  
Administrative Council Meeting  
May 17, 2004**

**Call to Order/Minutes**

Meeting was called to order at 7:05 p.m. by Sandy Bock. Dan Stokes led the group in singing "Great Is Thy Faithfulness." Leigh Ray then provided a devotional around God's faithfulness. She described how the tremendous growth at CCUM is due to God's faithfulness, and how His faithfulness will guide the next generation of decision-makers after us. Leigh shared some pertinent passages from Lamentations and Psalms, and reminded us that we must return God's faithfulness with trust and hope.

Sandy then confirmed with the group that they are able to access the previous Ad Council's minutes from the CCUM website. She also asked for any Council members who need a hard copy mailed, and Byron Graham asked for anyone's e-mail address who would like to be notified when the minutes are available. The March minutes were then approved as read.

Ken Brooks was then introduced, representing Sherman, Carter and Barnhart architects. Mr. Brooks provided feedback from the various focus groups being held at CCUM (over 30 meetings so far) re: development of a master plan for the church. This initial "focus group period" will conclude shortly, followed by a consensus being developed for the future here at CCUM. Options will be suggested and refined, then shared and tested with a larger group within the church. He expects to finish this initial process around Labor Day.

His task is to develop a long-range master facilities plan, both for immediate changes and looking 25-30 years down the road. This would include the possibility of site expansion, and would probably be carried out in a number of phases over many years. A capital campaign may be required, followed by project plans and development, and ultimately construction.

Tonight we focused on the major issues, not the details...and on what we need, without worrying about how we will accomplish things. Mr. Brooks also mentioned a link on the CCUM website that will be available to provide him with any additional input from the congregation.

The key areas discussed have been:

- Sanctuary
  - congregational seating (consensus puts ideal size around 1000-1200)
  - lighting
  - acoustics
  - choir loft
  - platform area
  - entry/exit
  - access to balcony
- Informal space/Narthex, etc.
  - need chance for interaction as people come and go
- Nursery/Preschool space
- Children's Sunday School/Day school area
- Youth space
  - may want to replicate space for Middle Schoolers and provide separate space for High Schoolers
- Adult space
  - may call for multiple Sunday School times, similar to various worship services, rather than building more Sunday School space
- Fellowship Hall
  - we're growing into this space

- need upgraded stage and acoustics
- high quality divider-walls would allow multiple activities
- Kitchen
  - Do we want a “Layperson kitchen”, or Commercial, food service kitchen, or should we hire a kitchen manager?
- Gym
  - Additional recreation opportunities could bring additional people in...more as a “destination program”...just as our music program does currently
- Scout House
- Parking Lot
  - more intensive building on existing site (parking structures are very expensive)
  - help shuttle system work
  - acquire adjacent properties for eventual parking lots
- Office space
  - re-think distribution of space
- Music space
  - potentially replicate sanctuary’s “performance area” in music “practice area”...same positioning of risers, etc.
- Chapel
- Quality of facilities, general atmosphere of the building, and “curb appeal”, i.e. the impression people get from the street...needs to be retained.

Other issues that came from the Ad Council included:

- What programs could help us grow our membership...to be a “destination church”?
  - possibly seniors programming
  - recreation programming
  - youth programming

Our Music programming is the perfect example currently of serving our own congregation, serving the community, and recruiting new members.  
Need proper staffing and facilities to be successful!
- Any age demographic that will need more support down the road?
  - Mr. Brooks stated that CCUM has no large permanent distortions in our membership population that would need to be addressed
  - He also advised that we have outgrown the “neighborhood church” mode...that folks come here on purpose...we are a “destination church” now. This makes it very difficult to make accurate projections re: future membership numbers, etc., because people are not just coming from the surrounding zip codes!
- Concerns re: our homogeneous make-up...what about being more open to other cultures, races, socio-economic groups, etc.
 

There has been some discussion about partnering with other congregations to plan programs and share space, but this wouldn’t really drive how we will develop our space.
- Security issues
  - Church is wide-open once someone comes in
  - Also intimidating to visitors with long hallways, poor signage, etc.
  - One solution might be to compartmentalize certain areas, i.e. preschool area, with desk at top of the stairway which identifies the area, provides secure entry and encloses the space. Could also put a canopy outside denoting “Preschool Pick Up/Drop Off.”
- Seniors’ issues
  - elevator access

- reasonable stairwells
- workable rest rooms
- Sunday School rooms closer to sanctuary
- Memorial Wall
  - Should we wait to incorporate this space into the Master Facilities Plan, or should we establish it now, and it becomes a constraint to work around with the new master plan?
- Any other adjacent property we could utilize?
  - Detention basin in back of church could require less space or could go under a parking structure or under a building.

Mr. Brooks closed his discussion after no further questions, and reminded the group that he'd be back on May 24<sup>th</sup>, from 4:30 to 7:00 p.m. for any additional input.

### **Ministry Teams**

Pam Knight of **Staff-Parish Relations** was invited by Steve Chappars to update the group re: upcoming dates of importance.

- Sunday, May 23 – Farewell reception for Steve Thaler and family following 11:00 service
  - Steve is a top candidate for an Associate Pastor position with a Disciples of Christ church in San Marcos, Texas, and will be preaching there in a few weeks.
- Sunday, June 13 – Farewell reception for Jean Hawxhurst following 11:00 service
- Saturday, June 19 – New Associate Pastor, Aaron Mansfield, will preach for first time at Fellowship Service. Welcome reception to follow for he and his wife and two sons.

A question was raised re: status of the search for a new Youth Minister. Pam commended Mark Ray and his search committee, saying that they've received over 60 resumes for the position, and have narrowed that to 14 candidates. The group will be doing phone screening with these 14, to further narrow the group for face-to-face interviews. Ideally, they would like to have someone in place by the end of May.

Discussion followed re: the huge job description for this position, encompassing both Youth Ministry and church-wide Recreation. An additional position was suggested, for an initial part-time recreation position. The timing isn't good currently to add another salaried position. A volunteer position was also suggested, as part of our Lay Ministry talent pool!

Wenda Fisher of **Outreach Ministry** thanked the group for their prayers and support of the upcoming trip to Nigeria...our congregation having helped raise over \$60,000 to fund this mission. Sixteen people from Christ Church will be making the trip to visit Joseph Kolawole and his congregation.

Wenda also submitted a motion to establish a Refugee Scholarship Fund, specifically to be used for educational expenses of our Sudanese refugees above the high school/GED level. The fund would be established as a separate line item for scholarships under the current Restricted Fund for our Sudanese refugees. Fund activities will be the responsibility of the Outreach/Missions team, and will be evaluated annually by this committee. This fund will initially be established as an "in and out"-type fund, instead of a more long-term endowment-type fund, to handle the immediate needs of two of our Sudanese refugees. An endowment may be considered in the future. Initial contributions will be provided by several donors who have already been identified. Contributions will also be solicited through announcements in our church publications, and through an annual Sunday offering. The motion was unanimously approved.

Steve Chappars announced that no collective meeting was scheduled in June for the Ministry Teams, and asked that individual committees notify the Ad Council of meeting dates and times.

### **Pastor's Report**

Dr. Strunk commended all the great work that the Building Committee and Ken Brooks are doing. He then recognized Jean Hawxhurst, and thanked her for her commitment and her many



- 4) Gary Stevens, as Chairman of the Board of Trustees, presented a resolution re: execution of financing and negotiation for adjacent properties to Christ Church. The resolution was unanimously approved, and reads as follows:

“In order to secure the long term future of Christ Church United Methodist as outlined in the Long Range Plan adopted at the 2003 Charge Conference, be it resolved therefore the Trustees of Christ Church United Methodist are authorized to execute financing in the amount up to \$1,000,000. (one million dollars) and negotiate fair market price on pieces of property that are adjacent to Christ Church United Methodist.” It was signed by Sandy Bock and George Strunk.

At the conclusion of the Charge Conference, discussion followed re: our acquiring properties adjacent to the church. Denny Howell described properties on the east and west side of the church have initially been identified, to visit with the property owners, and ask that they consider us when they're ready to sell or move. We will close on one house on Indian Ridge Road to the east of CCUM very shortly. These properties cannot be used for CCUM purposes until collectively re-zoned, which will require the consent of our neighbors at a later date. In the meantime, we will rent these properties out. We must be very pro-active with our neighbors on an on-going basis. This whole process will be a long-term endeavor, over the next several years. A question was posed re: financing of these purchases. This is all part of our Long Range Plan. A portion of our Capital Campaign does go toward property acquisition. We are currently using a line of credit to purchase the Indian Ridge house.

### **Concerns & Praises/Closing Prayer**

- Family & friends of Danny Hutt, with his recent death
- Juanita Swogger – tests being run following her visit to Audubon ER
- Compassion that runs throughout our church
- Leigh Ray and Barb Schissler for their devotionals; they're great teachers & staff here!
- Byron Graham for our great website!
- Ken Brooks, who has generated so much excitement for our Building Plan
- Denny Howell and Phil Gayhart with all their time and effort towards our Building Plan
- Wenda Fisher-her continuous compassion, including two upcoming mission trips, and establishment of refugee scholarship fund
- Steve Thaler – his upcoming visit to Texas to preach and decisions re: his future
- Jean Hawxhurst – a fond farewell!
- Aaron Mansfield – his transition to CCUM
- The Youth Minister search committee
- Our Mission Teams
- Refugee Scholarships
- Our incredible staff!
- George Strunk's powerful sermons, with messages that need to be heard...so much compassion and patience you show us!!
- Rebecca Heid
- New Lay Leadership positions
- Mark Coile – certified as Lay Speaker
- Our property acquisitions – a vision of things to come!
- College decisions being made
- Proms, graduations
- Kids coming home from college for summer
- Leslie McShane...she and husband facing critical medical problems

- Habitat kick-off on Thursday
- Jim Fleming/Mary Valentine wedding
- Andrew Horne being deployed to Rahmadi, Iraq (near Baghdad) in July
- Peace around the world
- Susan Maxwell's son, Spencer, recently diagnosed with kidney illness
- Anticipation of return from African mission and what they'll share!
- Joseph Kolawole and his preparation for their visit

Walt Kunau then offered a prayer, written in 1912, re: Times of Unrest and Strife.

Meeting was adjourned at 9:05 p.m.

Respectfully submitted,

Dana Faulkner

**Next Administrative Council meeting  
Monday, July 19, 2004  
7:00 p.m.**