

**Christ Church United Methodist  
Administrative Council Meeting  
7/21/03**

**Call to Order/Minutes**

Meeting was called to order at 7:05 p.m. by Sandy Bock. Sandy led a prayer in honor and memory of Bill Ewing, followed by Dan Stokes' leading Council members in singing "Love Divine, All Loves Excelling". Jennifer Tuggle provided a devotion centering around accepting and embracing each other's differences.

Minutes from the May Administrative Council were then approved, with no additions or corrections.

**Ministry Teams**

Steve Chappars stressed that the next Ministry Team meeting is critical, in anticipation of a full presentation from the Long Range Planning Committee. Steve asked for 100% attendance from all ministry team leaders or their representatives, and noted the correct date for the meeting, which is Monday, August 18 at 6:30 p.m.

**Lay Ministry Coordinator** – Leigh Ray is seeking leaders for upcoming By Faith We Serve workshops, being held in the fall. She is also looking for "Ministry Connectors" to then make one-on-one contact with church members to determine their specific ministry/service, and to then get them connected with the appropriate people/committee. A list of job descriptions is available through the Lay Ministry program, and Leigh asked that she be contacted at ext. 251 with any interests in volunteering for these roles. Walt Kunau spoke of an upcoming brochure outlining various Lay Ministry opportunities, and asked that any suggestions re: specific candidates for particular areas be passed along to Leigh.

**Children's Ministry** – Walt Kunau announced a change in the curriculum for the Children's Sunday School classes. Goals for the teachers and children include: having one main point per lesson, engaging the child of 2003, age-appropriate lessons, appreciating and reaching different learning styles, lessons that require small amounts of prep time, and having fun! The committee has selected Faith Weaver, with a faith statement closely reflecting the Apostles Creed and the Wesleyan theory. The new curriculum will be evaluated at the end of the quarter, to assess its success and any areas for improvement.

**Outreach/Missions** – Tom Walton highlighted two upcoming mission trips this week: to Harrisburg and to Mexico. Dr. Hawxhurst mentioned that 20 people are going on the Harrisburg trip, and 13 are going to Mexico. Tom described an upcoming brochure, outlining 36 different mission opportunities at CCUM, and also shared that the website is currently being updated.

**Pastor's Report**

Dr. Hawxhurst shared some statistics re: incoming/outgoing membership at Christ Church. From January through 7/21/03, CCUM has experienced the following:

- ✓ 29 Baptisms (6 adults, 23 infants/children)
- ✓ 35 Professions of Faith (3 adults, 32 confirmands)...as opposed to 43 total for all of 2002
- ✓ 8 Re-affirmations of Faith
- ✓ 49 Transfers of membership to CCUM
- ✓ 50 members have exited:

\*11 by request

\*16 by death

\*23 to other churches

Jean stated that at Annual Conference, the Bishop's goal was to increase membership by 10% annually, which in our case, would translate to 280 new members per year. We are doing well, but could do better. Jean noted that the new Fellowship service "goes weekly" on August 23, and encouraged us to invite our friends to Christ Church!

### **Treasurer's Report**

Lee Guillaume reported that we are on target with our expenses and percent of budget, with expenses currently at 50-60% of budget. We are \$150,000. behind in contributions, which is 14% behind budget, and \$56,000. behind last year. However, with summer vacation season winding down, the expectation is that people will "catch up" with their contributions. We currently have \$315,000. in the Operating Fund.

Kathy Graham highlighted the diligent preparation by our accounting team in assembling a draft for audit, which was approved by the Finance Committee. Net income for 2002 was reported as \$26,863., with three minor adjustments following the audit, totaling only \$1205 for a \$2,000,000. budget. With no additional suggestions from the auditors, their management letter reflected that our internal controls, procedures, etc. were adequate. Kathy was very pleased with the outcome, and stated that a bound copy with all changes will be available by the end of July.

### **Trustees' Report**

Robert Pfeiffer recently met with Tony Bryant to review Capital Improvements at CCUM. All projects are progressing, including window replacement, installation of carpeting, AC updates, and paving completion.

The Trustees' committee has worked closely with the Long Range Planning Committee to determine an appropriate location for the Interment of Ashes memorial garden. A suitable location seems to be just outside the chapel, in an area which won't be disturbed by any future construction. Several designs will be presented to the Trustees for review, possibly featuring a low, brick wall with memorial plaques mounted on the inside, providing a private, tasteful setting for visitors. Robert requested the Administrative Council's approval for the Interment of Ashes program, which was subsequently confirmed by the group.

### **Old Business – Long Range Planning**

Neil Kuvin introduced three members of the Long Range Planning Committee, Stephanie Horne, John Bock, and Phil Gayhart, to provide a progress report to the Administrative Council. Neil stressed that this was not the full official plan, which will be presented in November at Charge Conference...only a report of this work in progress.

- Stephanie Horne discussed the assembly of a team of 10-12 members of the congregation, representing all facets of our membership. They were charged by Dr. Strunk to think "outside the box" in all aspects of long-range growth for CCUM. They have primarily been in both a "Listening Phase" and a "Visioning Phase", and will proceed through this "Drafting Phase" to "Presentation" in November. The team is intent on conveying the spiritual foundation for this expansion, so that we might create a welcoming environment for all comers in the future. The physical building seems to be very important to the membership...a real "destination" in this community, thus the

recommendation to stay put, and make changes to the existing building and property. Minimal changes are planned for the actual front elevation of the building.

- John Bock stressed the importance of growth to this church, and stated that within 10-15 years, the membership of this church is projected to double. Key goals of the Long Range Planning group include removing obstacles to people attending CCUM, and providing programs to draw people to CCUM. Various items to be addressed by the Plan include:
  - Sunday Worship Schedule/Seating Capacity/Parking
  - Educational Programs
  - Sunday School programs/Schedule/Locations
  - Youth programs
  - Gymnasium Utilization
  - Children's Church/Children's Pastor
  - Senior's Adult Ministry
  - College-Age Ministry
  - Staffing Projections
- Neil Kuvin then reviewed the research and analysis compiled by the committee. A congregational questionnaire was sent out several months ago, with only 50-60 returned. Utilizing some of this feedback, the Long Range Planning Committee is developing a plan, will share it with the membership, and will encourage feedback. Neil emphasized that this is a 5-10 year plan, with the ability to implement it in phases over the next few years.
  - Projections indicate that the membership at CCUM will grow to 4000-4500 over the next 20 years. Typically 40% of the membership attends worship every Sunday. This translates into 1600-1800 people attending worship per Sunday, indicating a need for more seating, more services, or both!
  - Children and Youth trends show an 8-9% growth, with 750-800 in this age group by 2015. Children represent 40% of the worship service attendance.
  - Timetable for development and interaction re: the Long Range Plan includes:
    - August – Presentation to Ministry teams
    - September – Meet w/Sunday schools/Open meetings
    - October – Analysis/Budgets/Final Prep
    - November – Presentation to Charge Conference
    - 2004 – Roll out Plan to congregation
- Phil Gayhart gave an overview of the Facility Plan, which includes adding 28,000 square feet, including a freestanding Activities Center as part of the first phase. This would free up space in our existing building for additional classrooms, office space, etc. Other opportunities for expansion include adding a 2<sup>nd</sup> or 3<sup>rd</sup> floor to parts of our current building.

Chuck Fischer challenged and encouraged the committee to continually center their thoughts and planning around the worship of Jesus Christ, so that people on the outside and on the inside of this church can see what we're about! Sandy Bock congratulated and thanked the committee for their continuing diligence in developing this Long Range Plan for Christ Church.

### **New Business**

Dr. Kermit Flener invited all campers to a United Methodist campout being held the last weekend in July at Butler State Park in Carrollton. Dr. Flener also asked for volunteers to help with security at New Song, being held the second weekend in August, where 5-7000 youth are expected. He and Ruth will help man the security office from Friday afternoon through Saturday night.

Jennie Weeks informed the group of a task force that has evaluated what the Small Group Ministries have offered, apart from our Sunday School classes and programs. Typically, these have been enrichment programs of some type. These two groups have merged to form the Adult/Small Group Ministry team, which will act as an “umbrella” over the adult Sunday School classes, women’s studies, small group studies, etc. that are occurring within CCUM. Jennie also announced the Ministry Team/Small Groups fair, which will be held in Fellowship Hall during Sunday morning, August 24.

### **Concerns and Praises, Closing Prayer**

Prayers for the Ewing family

Prayers for the Kaedle family

Prayers for Jim Fleming

Prayers for George Strunk’s father

Prayers for the Mission Teams

Praises for our children and their teachers

Prayers for embracing our differences

Praises for the Lay Ministry

Praises for our church finances, for the tremendous amount of work put into the audit, and for the outstanding result!

Prayers and praises for new members

Praises for the Trustees’ work on Interment of Ashes program

Praises for the Long Range Planning committee

Praises for the life and influence of Bill Ewing – our beloved friend and CCUM “historian”

Walt Kunau closed with a prayer by John Wesley, in honor of Bill Ewing.

Respectfully submitted,

Dana Faulkner

Recording Secretary