ADMINISTRATIVE COUNCIL MEETING MINUTES (On Zoom + in person)
June 18, 2026

Members present**: Phil Garwood (chairman), Angela Rotherham, Pat McKee, Jaye Trimm, Kitty Cogley, Kay Gregory, Judy Meserve, Vicki Record, Connie Greenleaf, Diann Bailey, Pam Mitchel, and Pasty Tessier**

Joys and Concerns were shared.

Pastor Angela led us in an opening prayer.

The Secretary's report of the February 22, 2026, meeting was reviewed and a motion made and seconded to approve the minutes. That motion was withdrawn. After further discussion and corrections, a motion was made and seconded to approve the minutes with the corrections that were discussed. The motion was passed.

Ministry Reports:

Trustees: As reported by Phil, the total worth of the portfolio is $1,590,980.76. This is up 4% from the end of last year. Raymond James manages the portfolio and discusses the ups and downs of the market with the Trustees on a regular basis. Pastor Angela asked if the investments were within the moral guidelines set by the General Conference. It was felt they were, but there had been some changes made in 2024 - Phil will check into this.

Community Suppers: Pam reported there continues to be approximately 11-15 people being served at the suppers. The Trustees are overseeing the supper for July. With the 4th of July holiday on Saturday, Phil will check with Rusty to see if they will provide the meal. Because of the holiday, this is questionable.

Lay Leader: Pat and Patsy are co-lay leaders. The issues coming up lately are "simple" things and not necessarily problems that need to be brought to the pastors. Patsy takes care of all issues around the alter and is doing a good job with that. Having two Lay Leaders is working well.

Pastors Report: Pastor Angela and Pastor Mauren will be going to the Emworth Retreat House in Wells the week of 6/21 to 6/27. After the retreat, Pastor Mauren will be going to Boston 6/27-6/29 to see a Brazilian pastor perform his last worship service before starting a new appointment.
Pastor Angela has completed her continuing education class. She received $500 to help pay off her student fees. The class was "Generous Church Leadership" and she will work with the parish financial people on year-round fellowship.
On 8/17-8/20 Pastor Angela will travel to Atlanta for the Board of Ordained Ministers Training. And then she will be on vacation from 9/11 to 9/26.

Staff Parish Report: Pam reported that they were meeting one week from today on 6/25. Good news regarding Pastor Mauren's immigration journey: She and her husband's immigration attorney was given $8,000 collected by the River Churches and Wayne UMC and there was $2,350 left over for reimbursables. Our church was able to raise $1,350 towards the attorney fees. The funds and attorney fees will help Pastor Mauren and her husband obtain permanent green cards. As Pat reminded us, this donation to Pastor Mauren was in tune with the River Churches Vision Statement: "another current of connection".

UM Men: At their last meeting on 6/13 there were 7 in attendance.

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Worship Committee: The Worship Committee has been busy. The Mother's Day recognition earned over $600 for the Boys and Girls Club. They'll also be recognizing Father's Day the same way. Ministers and speakers have

been lined up through the end of the year. On 9/20 and 12/24 Elizabeth Batchelder Smith will be leading worship.

The microphone situation is much improved: the volume is good and people have been holding the mic better.

Their next meeting is 9/16 @10am.

Caring Team: The Caring Team met in June and will not meet again until September 12th. Sandy and some of the Caring Team will continue singing at the four homes they have been visiting. They will continue their card and pie missions throughout the summer.

Macaroni May brought in $150 and 174 pounds of pasta and sauces for Chrysalis Place.

Our "Getting to Know You Better" was a great success. At least 25 people attended. Thanks to Pastor Ruth for leading us and Pastor Angela for doing a wonderful job being the timekeeper.

In June, the River Churches will be collecting school supplies for the UM Economic Ministry.

Camp Mechuwana: Kay reported that six scholarships to Camp Mechuwana were given this year totaling $2,605. The following were recipients: Lee-Anne Charbourne and two daughters, Judy Meserve and granddaughter, Iris Littlefield-Haskell, Arlo Littlefield-Haskell, and brothers Elijah and Owen Wing.

Benevolence: There is $3,700.98 in the Benevolence Fund. Judy and Pastor Angela met to update information on beneficiaries of funds and passing on that information to both pastors to update their master sheet of all River Churches benevolence recipients. So far this year $1,866 has been given out to help five families with rent and electric bills.

Parish Coordinating Team: The Coordinating Team met last Sunday; the next meeting is 8/16.

Vacation Bible School will be 7/21 to 7/24 from 5:30pm to 8:00pm. They are still looking for volunteers.

There is a meeting planned for 6/24 at DRUM.

There will be three Parish booths this summer: one at the Pittston Fair, one during Old Hallowell Days (July 18th) and one during Richmond Days (July 25th). Volunteers are needed.

On 9/26 from 4pm-6pm there will be a supper at Cox Memorial UMC to benefit the Augusta Warming Center. Cost by donation.

The Parish joint service will be held at 10am on 7/12 at Mill Park.

There will be an Ice Cream Social (in place of the Lunch and Sharing) to be held 8/15 at HAUMC. Pastor Ruth will lead another "Getting to Know You Better" session.

Lastly, the Committee is exploring the idea of a Garden Tour.

Parish Council: Pat reported there was a Parish Council meeting on 5/21. They are finishing up the River Church Capital Improvement Grant documentation. A board for the Grant will be needed with one member from each church. A vote was taken and by consensus Tyler Trott was selected to represent HAUMC.

What are things causing excitement?
- Vacation Bible School
- The Parish Choir
- Joint Services
- The Dessert Supper
- New Members contributing

Looking ahead, the next challenge will be communication.

The next Parish Council meeting is on 8/27, and they will be working on the Parish budget.

Stewardship & Finance: Jaye stated that there was not a lot to report. There is one item: Judy and Kay have agreed to co-chair the Christmas Fair on 11/21 held at Cox Memorial UMC

There is currently $29,089.47 in the General Fund. There is also a $10,000 plus interest CD which is coming due on 8/6. Pat's question to the group is should it be cashed in or rolled over? After discussion, a motion was made.

- The motion made was to roll over the CD for another six months and instruct the Trustees to pay the fuel bill when it comes. The motion was seconded and approved.

An adjustment to the minutes of 2/26 - Funds for the purchase of the lawn mower for Mechuwana were taken from the General Fund, rather than the Memorial Fund as stated in the minutes.

Financial Reports were distributed and discussed.

Old Business:

1. **Suggestion for a Tag Sale:** The refers to selling HAUMC items. After discussion, it was felt there was more organization needed. It was also felt the tag sale may be more work than the sale is worth. Also, there are items stored in the church that belong to the Parish. The first step would be getting volunteers to decide what we want to keep and what needs to go. Perhaps the Parish Coordinating Team can help.

2. **Revised Rental Agreement:** Changes have been made to the Rental Agreement. Pat suggested adding words referring to the use of illicit drugs. "alcohol, tobacco, vaping, or use of any illicit drugs" or words to that effect. Phil will revise and send an update to members for evaluation.

3. **Kitchen Remodel:** It was felt this project should start with a group to gather information. The group will include Pat, Jaye, Connie, and a member of the Trustees. There was a suggestion made to ask Hammond Lumber or a contractor for advice/ideas.

4. **Developing Written Procedures for Operating Tasks: A** suggestion was made to develop a notebook filled with instructions for performing all tasks around the church so that, in someone's absence, the tasks could be performed more easily. Vicki has completed ones for Zoom worship and the church website. It was felt the chairs of the committees should go back to their members to ask that procedures be written up.

New Business:

1. **Parking Lot:** The stripes in the parking lot need to be re-done. Rusty had spoken to the contractor, and the stripes had been completed.

*****There was a motion made to approve the stripes painted in the parking lot for $500 from the General Fund. The motion was seconded and approved.

2. **Gift Baskets:** Diann had an idea/suggestion to put together and distribute welcome baskets for people moving into the new apartment building at the bottom of High Street. There are 32 units. Everyone thought this was a good idea. Some suggestions to include in the basket are a welcome to Gardiner booklet, information about the church, gift cards. Diann will speak to someone at City Hall to see if we can learn who the Building Manager is.

3. Pat asked if our church would be interested in a bell formally belonging to Radolph UMC. The bell had been attached to a cross and flame. The cross and flame have been removed from the bell and put behind the Randolph Town Office. The bell is from the original church. It was decided that we'd ask Tyler Trott to take a picture of it and to size it before a decision could be made.

Next Meeting Date: 8/20/26 at 6:00PM

ADDENDUM: On July 27th, an email was sent requesting an email vote on the following request: "We have a local need for assistance to fix a coil on a water heater for someone who attends church with us. I (Pastor Angela) have a quote which is right around $2,500. Judy confirmed we have $3,200 in our benevolence fund". Pastor Angela is requesting approval from the Administrative Council.

The resulting vote (via email) was YES with ten members responding. There were no nay votes.