

ADMINISTRATIVE COUNCIL MEETING MINUTES (On Zoom)

November 28, 2022

Members present: **Rev. Ruth Merriam, Dick Merriam, Dwight Cooper (chairperson), Judy Meserve, Kitty Cogley, Kay Gregory, Connie Greenleaf, and Phil Garwood**

The Secretary's report from October 24, 2022, was approved as written.

Ministry Reports:

Trustees: Rusty will speak to the man who does the snowplowing and ask that he bill more regularly. No news from Verizon.

Lay Leader: No report

Sunday School: No report

Staff Parish Relations Committee: No report.

Stewardship & Finance: There is \$9978 in the checking account and \$14,585 in the Memorial Fund.

Worship Committee: The worship services are all set as well as ushers. Pat using the microphone during prayer time is working well. The Florida concert went well with approximately 135 people attending and \$1550 raised for Florida Hurricane Relief.

UM Women: The mini-Christmas Fair will be held Sunday after worship. There will be crafts, food, and cookies offered. The next meeting will be in March.

UM Men: Their last meeting had members from other churches attending. There will be no breakfast in December – they will resume January 28, 2023.

Caring Team: No report.

Community Suppers: All set for December. Someone is needed for January to coordinate.

Pastor's Report: The pastor reported she has been very busy. 11/1 was All Saints Day. The Mother Theresa power point presentations were done. The Annual Conference meeting has taken place. Ukraine Night went well. There was a field trip to the Maine Maritime Museum with Randolph UMC. 11/27 was the Hanging of the Greens with a breakfast held prior to the service. Coming up is the All Parish Carole sing with six churches at Green Street. On 12/4 the Pastor and Gene will do a skit during worship.

FINANCIAL REPORTS

Financial Reports: As stated above, there is a current balance of approximately \$9,978 in the checking account. The Memorial Fund currently has \$14, 585.

Benevolence: There is \$649.52 in the Benevolence Fund.

Old Business:

1. **Sunday School and Youth Participation:** Nothing new to report.

New Business:

1. **Information on Church Safety Issues:** In October Phil attended a conference sponsored by CISA, the Cybersecurity and Infrastructure Security Agency run by the Homeland Security Department. The title of the conference was “Protecting Houses of Worship”. CISA put together information regarding church security with sessions including people from police chiefs, Maine Emergency Services, the FBI, and Homeland Security.
2. Their recommendations:
 - a. Establish good communications with local police.
 - b. Every church should establish an emergency planning committee to include a vulnerability assessment. CISA has online tools to help with this assessment. Doing this makes our church eligible for grant monies.

Phil will speak to Vicki about adding information to the church archives web site.

- A motion was made, seconded, and approved to Form an Emergency Planning Committee. The congregation will be notified and volunteers for this committee sought. Phil will follow up.

Next meeting tentatively scheduled for January 23, 2023, at 6:30pm