# Administrative Council Annual Retreat 2021

**January 9, 2021**

1. Shannon called the meeting to order and asked Joey to lead us in prayer.
2. PRESENT: Joey Yow, Tyler Wood, Shannon Hill, Deryck Hill, Steve Stafford, Kaye Stafford, Debbie Massengill, Keith Beamon, Susan Vann, Danny Honeycutt, Sandra Honeycutt, Jenny Johnson, Emily Kirsch, Brenda Allen, Rufus Langley, Toni Langley, Andy Hardy, Carmen Dunn, Anita Stephenson, Kandis Johnson, Shelba Keene, Bridgett Lassiter, Tanya Parker, Lois Creech and Eleanor Britt.
3. 2020 Year-end reports:
   1. Long Range Planning Team:
      1. Pastor Joey: A meeting was held to look into long range planning for the church. Building our Future goals include major improvements to the sanctuary which will be 100 years old in 2023. Improvements include an indoor elevator, bathroom renovations into the boiler room, landing areas, and a new roof. The plan includes fund raising starting January 10, 2021, with the goal of starting renovations in 2023.
   2. Worship Team:
      1. Carmen: Plans are to meet with current and new members of the team during the month of January. She also plans to launder the robes used by the cross bearers and the acolytes.
   3. Parsonage Team:
      1. Danny: He will be meeting with the team soon to see what needs to be done in the parsonage. After that meeting plans will further plans will be developed.
   4. Technology Team:
      1. Kandis and Emily: Better quality equipment is needed. Information is being gathered by the team but no decision has been made. Consultation with a professional will be necessary before an informed decision can be made regarding purchase and installation of new equipment.
   5. Website / Body & Soul:
      1. Keith: If there are any changes to the directory information, including new pictures, please contact Toni Langley. Keith will provide us with the number of hits to the website when he has that information compiled, and he reminded us to let him know if there is further information that we would like to see on the website.
      2. Cindy: No report since we have not been meeting. When we start meeting again, she will have a plan in place and get that distributed.
   6. Finance Team:
      1. Andy, Deryck, Anita: Copy of annual report attached. The last apportionment has been paid. Payroll has been 100% paid. The donations were down but so were expenses for the entire year we are at a net gain.

The question was raised if the church was going to be responsible for any moving expenses for the pastor, and we were informed that we would not be responsible.

* + 1. Anita thanked Deryck and Andy for being responsible stewards of the church’s finances.
  1. Trustees:
     1. Rufus: The Trustees have not met. No major issues reported. The roof is holding at this time. The damaged ceiling panels will not be replaced until we are sure that the roof is no longer leaking. Several small electrical issues are being addressed. Tyler reported on the estimate for the plaster work that is needed. Rufus will meet with the contractor next week.

Sandra Joe reported that the FH back door lock won’t open with Danny’s key. Several suggestions were made including the need for him to get a new key cut, since nobody else seemed to have issues with the lock.

Shannon reported that the front doors to the fellowship can be opened from the outside even if locked. Both pins that should hold the door in a stationary position need to be replaced.

* 1. Sunday School / Safe Sanctuary:
     1. Shannon – 48 avg. attendance at Sunday School; 107 avg. attendance in worship (Pre-Covid)

Debbie: During the year of 2020, 42 people were safe sanctuary trained and 39 were safe sanctuary certified. This year those 42 people will need to do a quick refresher certification. Anyone that was not trained in 2020 will need to go through full training and background checks this spring. We will be doing the training for those this spring in order for them to be able to help with Bible School. The background checks done in 2020 will be good for four years and full training/background checks will be needed from everyone the year of 2024. Our eventual goal is to have every adult trained so that as a church we all are aware of the policies. Those not working with children or youth will just be trained and not certified.

* 1. Safety Team:
     1. Jenny: No meetings, no report
  2. Age Levels: Children, Youth, CYA, Families:
     1. Susan Vann: Susan thanked Tyler for his help with the Christmas play which this year was done virtually. Sunday school classes have been meeting virtually and she encouraged more children and families to get involved.
     2. Sandra Joe: Back to School Buddies: Sandra Joe that there are more adult volunteers than kids to be mentored. She also reported that the reports she has had from families and volunteers have been very favorable. She encouraged more families with children to become involved.

Sandra Joe requested that if basket for the books for the Little Library is full that we put a note on them that they are for the Little Library and put them in the store room.

She thanked Tyler for making the DVD’s of the weekly sermon and distributing them. She reported that her brother enjoys his very much and shares it with his friends in the nursing home where he resides.

* + 1. Tyler: Youth: Tyler reported that at this point he did not think that CCC would take place this year.

He reported on the limited activities and low numbers of youth participating in these activities. The youth appear reluctant to use ZOOM, possibly because of having to be on the computer for the majority of the day for their school needs.

He reported that the Youth Council needs to be revamped.

CYA: Tyler reported on the weekly activities within this group, including texts and twitters. He reported that a digital gift card was sent to each participant during the past holiday season which were very well received.

He has begun the process of updating the roster for this group with a recent text to each member asking for a response containing their status and whether they wish to receive further communication.

Tyler went over the function of different Facebook pages used.

The You-Tube videos have been very well received and Tyler told us about two responses he has received from people living outside of the US.

The question was raised whether the Boy Scouts were meeting at this time. It was assumed that they are not meeting at this time in the church sanctuary.

* + 1. The Matthews: They hope to plan a family gathering later in 2021 if possible
  1. Lay leader / Lay delegate / Lay Leadership Team:
     1. Jenny: No report
     2. Brenda reported attending the Conference virtually last year.
     3. Pastor Joey: The list of Leadership teams was distributed.
  2. Membership:
     1. Shelba reported no new members. Joey reported that we have several prospective new members when we are able to resume worship in the sanctuary.
  3. Historians:
     1. Steve and Kaye: No report.
  4. Congregational care:
     1. Kaye: No report.
     2. Christmas dinner. Steve and Kaye reported that Bridget Lassiter has been led to take over this activity. They will be available to answer any questions that may arise and will be meeting with next year’s planning committee.
  5. Missions:
     1. Shannon: We hope to be able to hold Book Fair in Sept 2021 if possible. At this point she is unable to store any books in her garage, but should be able to do so after June. However, there is room in the Fellowship Hall closet for some books.
  6. VBS / C4C / BB:
     1. VBS: Lindsey reports that it is unlikely that VBS will take place again this year. If it is held, the theme from 2020 will be used.
     2. C4C Sandra H: C4C: Limited activities because of school situation.
     3. Donnie: Back Pack Buddy: Approximately 45 back packs were being delivered to the schools before the holiday break. We received a very nice donation of food for this mission from Corinth United Methodist Church
  7. UMM / UMW:
     1. Tom: No report. Meetings on hold at this time.
     2. Brenda: Reported on the totals of money made at the Accessory Sale ($1416), Yard sale ($2724) and Country Store ($3426).

Limited activities this year included a drive through baby shower and the Christmas drive through. Brenda expressed gratitude for the donations from the local grocery stores. The UMW will be holding further discussion about plans for next year’s fund raising activities.

* 1. Communion / Funerals:
     1. Shannon: No report
     2. Eleanor: No report
  2. Church & Society:
     1. Steve Westbrook: No report
  3. Christian Unity:
     1. Anita: We collected 85 boxes for Operation Christmas Child.

The prayer chain has been active through group emails, telephone calls and occasional Facebook postings.

The National Day of Prayer is May 6. At this point, Anita is not sure what is planned but she promised to get that information and have it available for anybody interested. She urged everybody to participate by praying at home if we cannot gather in groups.

* 1. Staff Parrish & Joey’s Retirement:
     1. Keith handed out a schedule for Joey’s retirement. Several of the dates were tentative. He will make this available information to the entire congregation.

1. 2021 Goal setting and Vision

v) 1. Continue to baptize and make disciples for Christ

2. Smooth transition to new pastoral leadership

3. Launch Building Our Future campaign

A motion was made by Rufus and seconded by Jenny to approve these goals. A vote was taken, and the motion passed.

1. 2021 Calendar

January:

January 18: Long Range Planning Team meeting. 7:00 by Zoom

January 24: Quarterly financial update

February

February 17: Ash Wednesday

February 24: Staff Parrish Team meeting

March

March 22: Administrative Council Team meeting 7:00 p.m.

April

April 11: Staff Parrish Team Meeting

April 18: Quarterly financial update

May

May 6: National Day of Prayer 12:00 noon

May 10: Administrative Council Team Meeting

May 16: Joey and Julie’s 40th wedding anniversary.

May 23: Staff Parrish Team Meeting

May 30: Joey’s last day to preach

June

Date to be determined VBS

June 22/29: Pastor moving day

July

July 11-17: CCC

July 11: Staff Parrish Team Meeting

July 12: Administrative Council Team Meeting

July 18: Quarterly Financial Report

August

August 15: Staff Parrish Team Meeting

August 23: Finance Committee Team Meeting

September

September 10-12: Book Fair (Set up beginning September 4)

September 13: Administrative Council Team Meeting

September 15: Body and Soul

September 19: Staff Parrish Team Meeting

October

October 10: Homecoming

October 17: Quarterly Financial Update

October 17: Staff Parrish Team Meeting

November

November 6: UMW: Country Store

November 14: Staff Parrish Team Meeting

November 15: Administrative Council Team Meeting

November 28: First Sunday of Advent

December

December 5: Christmas cantata

December 12: Staff Parrish Team Meeting

December 12: Christmas play

December 18: Christmas dinner/drive through

December 24: Christmas eve service

1. The meeting was closed with a prayer and blessing by Joey.