

Baker Memorial United Methodist Church

Church Council Meeting Agenda

January 19, 2006 at 7:00 p.m. in the Sanctuary (for Communion) and Wiley Hall

Baker Memorial United Methodist Church is a welcoming Community of Faith empowered by the Holy Spirit. We seek to Glorify God by:

- *celebrating His gifts,*
- *helping each other become disciples of Jesus Christ, and*
- *servicing His people and Kingdom in Christian Love.*

I. Welcome

II. The Sacrament of Holy Communion *Pastor Rich French, Celebrant*

III. Introductions *Mark Armstrong*

IV. Presentation of the Minutes of the meeting of November 21, 2005

V. Presentation of Nominations from the Committee on Lay Leadership

- A. **Gina Armstrong** for Sunday School Superintendent
- B. **Pam Brekke** for member of the Worship and Spiritual Growth Ministry Team (2008)
- C. **Bob Bolz** for member of the Committee on Finance (2007)

VI. Stewardship Moment *Doug Ruth*

VII. Reports of and Items from our Seven Ministry Areas

- A. Christian Education *Meg Bingham*
- B. Evangelism *Sandie Benhart*
- C. Mission and Outreach *Ben Adams*
- D. Parish Life *Loretta Wilson*
- E. Stewardship *Doug Ruth*
- F. Worship and Spiritual Growth *Jean Cole*
- G. Youth *Erik Swenson*

VIII. Reports of and Items from other ministries of our parish

- A. United Methodist Men *Judy Schlarb*
- B. United Methodist Women *Rick House*

IX. Reports of and Items from our Administrative Committees and Boards

- A. Committee on Lay Leadership *Pastor Ronni Verboom*
- B. Committee on Staff-Parish Relations *Debbie Conterato*
- C. Board of Trustees *John Fell*
- D. Committee on Finance *Biff Staples*

X. Additional items from council members, parishioners, and others in attendance

XI. Review of Action Items

- A. Selecting a council member to present a devotion at the February meeting
- B. Other action items from this meeting

XII. Church Council meeting announcements

- A. Thursday, February 16, 2006 at 7:00 p.m. in Wiley Hall
- B. Thursday, March 16, 2006 at 7:00 p.m. in Wiley Hall

XIII. Sharing Joys and Concerns

XIV. Closing Prayer

Adjournment by 9:00 p.m.

Church Council Update

A Monthly Newsletter for the Church Council of Baker Memorial United Methodist Church

January 2006

From Mark's desk . . .

People who enjoy meetings should not be in charge of anything.
—Thomas Sowell

It seems to happen more often that we like. We worship God on Sunday, and when we're done, we're *challenged* and *energized*—ready to go out and fulfill the Great Commission. Like Pastor Rich told us this past week: "Our time of Worship is ended; our time of Service begins!"

And then, of course, there are *meetings*. While worship is inspiring, our meetings often fall short of that mark, and we sometimes leave meetings with less energy and enthusiasm about doing the Lord's work than when we came in.

But it doesn't have to be that way. In Acts 15, we can read the oldest existing account of a church meeting. We can see the participants in the meeting and the agenda (Acts 15:5-6). We can see how there was a time for deliberation, and a decision was reached (Acts 15:7-21). The group even took minutes (Acts 15:22-29). Finally, the meeting resulted in specific actions (Acts 15:30-35).

What was different about this church meeting than some of the "less successful" church meetings that we have endured? Well, one difference might have been the additional participant. Jesus tells us that whenever two or three of us are gathered in his name, he will be with us. But how often do we give him a chance to "speak"? In Acts 15:7-11, Peter gives tells where God has led him on the issue at hand. In verse 12, Paul and Barnabas do the same. In verses 13-21, James does the same.

And by the end of the meeting, the entire group was of one mind on the issue, because they stopped saying "Here's what *I* think we should do about this" and started asking "What does *God* what me to do about this." If we follow that example, we will never go too far wrong.

Your thoughts and comments are always welcome.

**Our next meeting will be
Thursday, January 19, 2006
at 7:00 p.m. in Wiley Hall.**

New Meeting Day!

Starting this month, the Church Council will meet on the third Thursday of each month at 7:00 p.m. in Wiley Hall. The meetings will start promptly at 7:00 p.m. because of our commitments to finishing by 9:00 p.m. If you have a significant agenda item, please send an e-mail to Chairperson Mark Armstrong at least one week before the meeting so it can be given its own place on the agenda. Agenda packets will be posted on the Church Council web site, usually by the Sunday prior to the meeting. All council members, and any other interested parishioner, will receive e-mail reminders of the meetings several days prior to each meeting.

Meeting Summary

We will begin our meeting (and our year) in the Chancel area of the sanctuary, where Pastor Rich French will celebrate the Sacrament of Holy Communion. **Please be seated in the Chancel by 7:00 p.m.; we need to get started on time in order to finish by 9:00 p.m.**

Specific agenda items include the election of additional candidates for office, a *Stewardship Moment* led by the Chairperson Doug Ruth of our newly formed Stewardship Team, and reports from each of the ministry areas and administrative bodies.

**Baker Memorial United Methodist Church
Church Council Meeting
November 21, 2005**

Members Present: Mark Armstrong, Rick Carlson, Jean Cole, Judy Schlarb, Kim Starr, Margie Voll, Jan McPeak, Jeff Hunt, Rick House, Biff Staples, Doug Ruth, Evan Dutmer, Debbie Conterato, Ronnie Verboom, Joan Arteberry Zavitz, Ben Adams, Eunbae Doh, Sandie Benhart

1) Mark called the meeting to order at 7:00 p.m.

Pastor French opened in prayer
Old Business: None

New Business:

Evangelism reported by Sandie Benhart that we need to market the Church outside the Church. Sandie asked Doug Ruth to comment on what he is working on to market the Church. He read "How to Change you Church without Killing It." He would like to use a small group of people from the church to come up with ideas and ways to change the Church. Perhaps, they would write a mission statement and a vision statement. The staff should read "How to Change your Church without Killing It", work on selecting a dream team committee and have them do a group study and see where goes from there is. Sandie would like to have a person from Evangelism on the "dream team".

Meeting time, date Change: It was requested that the day of the Church Council meeting be changed to a Thursday so Pastor French does not have to attend a meeting on his day off. Rick Carlson made a motion to have the Church Council meeting on the 3rd Thursday of the month at 7:00 p.m. in Wiley Hall and Ben Adams seconded the motion. It passed.

Rich French moved to approve the minutes and Jeff Hunt seconded the minutes. The minutes were approved.

The 2006 budget was reported by Biff Staples. He passed out copies and explained the Budget. There are dedicated accounts for some areas of ministries. You can not guarantee that the money will come in or when it will. It was recommended that we review in January if we paid all the apportionments, and what the breakdown of the pledges are between operating, building, and missions. Ben Adams moved to raise missions to \$7500. Other income was raised to 85,500. Rich French moved to have a \$500 added for the Adoption Task Force as a line item as was agreed upon at the October Church Council meeting. \$696,000 passed the budget.

Reports:

Christian Education was reported by Sue Pelkey. Seventy health kits were sent to UMCOR to be distributed as UMCOR saw fit. Sunday school attendance is about 115 and that includes teachers. The high school class has had great attendance. There is no Sunday school December 25 and there will be a small group of teachers for the next week and students will meet in the

Chapel. There will be no epiphany program on January 8, 2006. The offering for October, November, and December will go to UMCOR. The classrooms are not in good working order on Sunday morning. People need to be aware that if a room is used they need to leave it how they found and the janitorial service needs to make sure tables and chairs are put back in their place if they move them.

Community Outreach reported by Ben Adams, Lazarus House continues, and Northern Illinois Food Bank continues. Kathy Adams will not be chair for Community Outreach. It was brought up that Missions and Community Outreach might be joined together.

Evangelism reported that they are working on a float for the St. Charles Christmas Parade. On the Church lawn during the Parade, hot chocolate and coffee will be served and donations will be taken. The first brochure is coming together. It will have a color photograph of the Church, quotes from people, and information about the Church. One thousand will be printed. The Church directory should be in any day.

Missions were reported by Ben Adams, they have sent the last check for Betty and Tina's rent. We hope to stay in contact with them. Betty needs a job. Missionary Helen Shepard will come Monday, November 28 at 6:30 and will speak in the parlor.

Nurturing is not a formed group yet.

Parish Life raised \$1709 for the Salvation Army "Stuff Turkey" program. This is dedicated other giving.

Worship and Spiritual Growth: Jean Cole reported that pew racks need \$4,000. About \$1,000 will come from memorials. This committee will call the entire congregation for volunteering to be a greeter, communion server, and/or ushers and come to training in January. Coffee fellowship training will occur in February. There are about 35 people attending the Sunday night service.

UM Men: Rick Carlson reported that of the 250 hours for ringing the bell about 150 hours have been filled. Please contact Rick Carlson if you can ring the bell.

UMW: Judy Schlarb said they will serve hot chocolate, coffee, and small candy canes at the St. Charles Christmas parade. They will need help moving stuff. They will also buy gifts for 20 wedding kids for Christmas.

United Methodist Youth Fellowship: Rich adopted 2 families that have family members with HIV/AIDS and the UMYF will help the families with Thanksgiving and Christmas. Evan reported they are trying to get a kids database of phone numbers together.

Committee on Lay Leadership is working on filling spots.

Committee on Staff-Parish Relations: Debbie reported that there is nothing new.

Board of Trustees: Jan is looking at a security system, bells on certain doors, and cameras on 3rd Ave, and Cedar, and motion detectors. We need rain to check the Sunday school rooms and the youth room for leaks.

Committee on Finance: Nothing to report

Endowment Fund: Nothing to report.

Additional items

Altar guild banner hangers will be up soon.

All Church Council Meeting December 12 in Baker Hall 7:30 pm

Church Council Thursday January 19, 2006

Prayer concerns Mark Armstrong's mother will be having a cornea transplant.

Joy when Jeff invites congregation to sing with anthem, Andrew Letterer, Strange fever in Nagaland, Roy Anderson, Rich French's dog has received a wheelchair, Nate has received a few awards for athletics, and scholarship, Mark's nephew cut off his finger.

Adjourn at 8:55 to the chapel for communion.

***The Duties of the Church Council
of Baker Memorial United Methodist Church
Saint Charles, Illinois***

- 1. Purpose**—The church council shall provide for planning and implementing a program of nurture, outreach, witness, and resources in the local church. It shall also provide for the administration of its organization and temporal life. It shall envision, plan, implement, and annually evaluate the mission and ministry of the church. The church council shall be amenable to and function as the administrative agency of the charge conference (§ 244).

- 2. Mission and Ministry**—Nurture, outreach, and witness ministries and their accompanying responsibilities include:
 - a) The nurturing ministries of the congregation shall give attention to but not be limited to education, worship, Christian formation, membership care, small groups, and stewardship. Attention must be given to the needs of individuals and families of all ages.
 - b) The outreach ministries of the church shall give attention to local and larger community ministries of compassion, justice, and advocacy. These ministries include church and society, global ministries, higher education and campus ministry, health and welfare, Christian unity and interreligious concerns, religion and race, and the status and role of women.
 - c) The witness ministries of the church shall give attention to developing and strengthening evangelistic efforts of sharing of personal and congregational stories of Christian experience, faith, and service; communications; Lay Speaking Ministries; and other means that give expressions of witness for Jesus Christ.
 - d) The leadership development and resourcing ministries shall give attention to the ongoing preparation and development of lay and clergy leaders for the ministry of the church (§ 259.1).
 - e) The nurture, outreach, and witness ministries and their accompanying responsibilities shall include consideration of
 - (i) the election of a prayer coordinator to promote prayer and mobilize the local church to pray,
 - (ii) establishing a prayer room or designated place for prayer and prayer resources, and
 - (iii) encouraging intentional prayer for the pastoral leadership of the local church.

- 3. Meetings**
 - a) The council shall meet at least quarterly. The chairperson or the pastor may call special meetings.
 - b) In order for the council to give adequate consideration to the missional purpose of the local church, it is recommended that the first agenda item at each meeting be related to its ministries of nurture, outreach, and witness. The administrative and supportive responsibilities of the church will then be given attention. It is recommended that the council use a consensus/discernment model of decision-making.

- 4. Other Responsibilities**—It will also be the responsibility of the church council to:
- a) review the membership of the local church;
 - b) fill interim vacancies occurring among the lay officers of the church between sessions of the annual charge conference;
 - c) establish the budget on recommendation of the committee on finance and ensure adequate provision for the financial needs of the church;
 - d) recommend to the charge conference the salary and other remuneration of the pastor(s) and staff members after receiving recommendations from the committee on pastor-parish relations (staff-parish relations);
 - e) review the recommendation of the committee on pastor-parish relations regarding provision of adequate housing for the pastor(s), and report the same to the charge conference for approval. Housing provisions shall comply with the annual conference housing policy and parsonage standards. Housing shall not be considered as part of compensation or remuneration.
- 5. Membership**—The charge conference will determine the size of the church council. Members of the church council shall be involved in the mission and ministry of the congregation as defined in ¶ 252.2. The membership of the council may consist of as few as eleven persons or as many as the charge conference deems appropriate. The council shall include persons who represent the program ministries of the church as outlined in ¶ 243. The membership shall include but not be limited to the following:
- a) the chairperson of the church council;
 - b) the lay leader;
 - c) the chairperson and/or a representative of the pastor-parish relations committee;
 - d) the chairperson and/or a representative of the committee on finance;
 - e) the chairperson and/or a representative of the board of trustees;
 - f) the church treasurer;
 - g) a lay member to annual conference;
 - h) the president and/or a representative of the United Methodist Men;
 - i) the president and/or a representative of the United Methodist Women;
 - j) a representative of the United Methodist Youth;
 - k) the pastor(s).
- 6. Quorum**—The members present and voting at any duly announced meeting shall constitute a quorum.

Church Council Membership

Chairperson

Mark Armstrong (630) 584-6905 mdarmstrong@smartgate.com

Vice Chairperson (Lay Leader)

Rick Carlson (630) 879-8789 carlson.r@sbcglobal.net

Recording Steward

Jayne Scales (630) 377-0089 jmarie55@comcast.net

Members at Large

Joan Arteberry Zavitz (630) 584-0904 jarteber@hotmail.com

Vic Temple (630) 377-3110 ginvictemp@aol.com

Evan Dutmer (630) 584-2031 sosa158rbi@aol.com

Margie Voll (630) 377-8120 johnavoll@comcast.net

Tom Trengove (630) 762-0379 tomt@mail.lemont.k12.il.us

Chairpersons of Ministry Teams

Christian Education

Meg Bingham (630) 584-1612 mbingham@sbcglobal.net

Evangelism

Sandie Benhart (630) 513-1134 sandra.benhardt@encompassins.com

Mission and Outreach

Ben Adams (630) 377-6912 werbanks@prodigy.net

Parish Life

Loretta Wilson (630) 513-5962 ltreeman@earthlink.net

Stewardship

Doug Ruth (630) 513-9627 dougandcathie@sbcglobal.net

Worship and Spiritual Growth

Jean Cole (630) 513-6058 jecinetc@aol.com

Youth

Erik Swenson (630) 513-1672 eswenson@d303.org

Chairpersons of Administrative Committees

Finance

Biff Staples (630) 584-5283 bstaples@ats.bwauto.com

Lay Leadership

Pastor Ronni Verboom (630) 584-0441 rverboom@bakermemorialchurch.org

Staff-Parish Relations

Debbie Conterato (630) 232-7519 dcontera@ballhort.com

Lay Members of Annual Conference

Ben Adams (630) 377-6912 werbanks@prodigy.net
Debbie Conterato (630) 232-7519 dcontera@ballhort.com
Kim Starr (630) 584-1762 dcstarr@ntsourc.com

Sunday School Superintendent

Gina Armstrong (630) 584-6905 gmarmstrong@smartgate.com

Church Treasurer

JoAnn Poole (630) 584-6987

President of Board of Trustees

John Fell (630) 584-4687 chgosprtmm@sbcglobal.net

President of United Methodist Men

Rick House (630) 262-3921 brhouse@mchsi.com

President of United Methodist Women

Judy Schlarb (630) 584-2181 jschlarb1939@sbcglobal.net

Professional Staff

Business Manager

Jan McPeak (630) 584-3431 info@bakermemorialchurch.org

Director of Music Ministries

Jeff Hunt (630) 584-4251 mmsdir1@aol.com

Assistant Pastor for Youth Ministries

Pastor Rich French (630) 584-5736 rfrench@bakermemorialchurch.org

Associate Pastor for Christian Education Ministries

Pastor Eunbae Doh (630) 444-1799 edoh@bakermemorialchurch.org

Senior Pastor

Pastor Ronni Verboom (630) 584-0441 . rverboom@bakermemorialchurch.org

Church Council Stewardship Training Monthly Schedule

<u>Month</u>	<u>Topic</u>
1. January, 2006	But That's the Way We've Always Done It!
2. February, 2006	Recognizing Financial Myths; Moving to a New Mode of Operation
3. March, 2006	Stewardship Principles for Funding Ministry
4. April, 2006	Keys to Developing a Strategy
5. May, 2006	Stewardship and Theology
6. June, 2006	The Tithe – Who, Me?
7. August, 2006	Developing Christian Philanthropists
8. September, 2006	What do Studies on Giving Tell Us?
9. October, 2006	What is Planned Giving?
10. November, 2006	Planned Giving at Baker Memorial
11. January, 2007	Memorial and Honor Giving

Church Council Stewardship Training

Lesson One-January, 2006

But That's the Way We've Always Done it!

1. The number one issue for the local church is stewardship (financial stewardship). Money is tight. Help!
2. Charitable giving is big business. Over \$200 billion charitable donations in 2000, \$248.5 billion in 2004. The local church is in competition with other charities AND our competitive, consumptive society.
3. A central idea that emerges from TQM is that a system delivers the results it is designed for. Are we satisfied with the results our church is getting in giving? In participation? In membership? Systems can be either positive or negative.
4. Systems create a climate for people to respond favorably or unfavorably to the church. Each local church has a financial system that encourages or discourages giving, receives gifts, and manages gifts. You can find/build an excellent commitment campaign. But if the church's system does not create a climate for giving, no program will solve the problem of tight money.
5. Most church financial systems focus on money – and getting it into the church. The goal: find ways to get members to give, even when leaders perceive that people do not want to give. The focus is on money and the needs of the church.
6. Local church leaders must see the solution to the financial needs as a systems concern, not a program concern. In the past, we identified the problem and designed a program to solve the problem. The guiding philosophy that directs this kind of system is that people do not want to give.
7. By the systems churches design and the processes they follow, they are raising members for whom giving is a bad word and an issue to avoid. Stewardship will only mean money. It is just heard when bills need to be paid. Members feel used. Giving is taken out of the realm of a faith response and becomes a token response.
8. Fundraising philosophies also focus on the limited resources a congregation has. Church leaders often focus on how “we” can get “them” to give.

A Tale of Two Churches

First Old Paradigm Church

They send everyone a copy of the budget.

They place statistics of giving in the bulletin every week.

They have no finance campaign, or a low key approach.

They have a giving attitude that says it is between the giver and God.

They keep all giving records secret.

They tell the congregation about finances only at certain times:

- a. in December in order to pay end-of-year bills
- b. at the time of a finance campaign
- c. at the time of financial emergencies

They claim that their vision for ministry is the same as other churches'

They designate little money for missions

They discourage gifts to endowments (detracts from the general fund).

They discourage designated giving (finance committee should decide).

They put all gifts from estates and memorials into the general budget.

They have clergy who separate themselves from financial work and do not want to know what people give.

They report that they are keeping the budget the same as last year's.

They use the primary vocabulary of *loyalty* and *obligation*.

They send statements and envelopes only to those who pledge.

They think that giving should be only to the church and not to the outside.

They suggest that everyone should live a simple life and give extra to the church.

They are proud that members give when they are asked to give.

Hope New Paradigm Church

They know why they are in ministry and have a vision to guide them.

They have a budget to guide them, not to dictate ministry or program.

They recognize the offering as a time to celebrate God's ministry.

They have no annual finance campaign as such, but they

- a. invite people to tithe,
- b. encourage giving to special causes
- c. invite commitment and growth in giving as part of spiritual development.

They have people witness every Sunday about their giving or about what the church's ministry has done for them.

They send envelopes to all people monthly (including a development brochure about where funds are allowing ministry to happen that month).

They encourage all people to consider their assets as part of their stewardship and giving.

They view giving as sacramental rather than as sacrificial.

They celebrate memorial and honor gifts.

They encourage endowment and capital giving from assets.

They have an active program of Christian financial planning.

They have a pastor who preaches about stewardship regularly and with excitement.

They give 43 percent of the budget to missions, with a goal to increase that by 2 percent annually until they are giving more to missions than to themselves.

They have both a pastor and a finance committee who know and keep track of giving/attendance/participation records as vital signs of congregational and individual spiritual health.

They give as an act of faith, rather than as a way to finance the budget.