



Administrative Team Meeting Minutes

Monday, October 10, 22

Members Present	Members Absent
Jeff Frank, Deacon Dave Walton, Elder Will Wade, Chair Amanda Grezni, Secretary Mike Hicks, Deacon Trina Klaiss	Amy Radabaugh, Treasurer Pat Tirrell

1. Shawn opened with prayer. Dave followed with a devotional centered on the book of Nehemiah.
2. Will gave an explanation to new members as to the role and function of the administration team.
3. The team reviewed the budget submitted by Amy. Trina offered insight on preservation and maintenance of the parking lot to ensure the longevity.
4. The team discussed the current outreach programs and would like to explore more areas to expand in this area.
5. Upcoming events
 - **Make-it-take-it- December 10th**- Shawn will be promoting with announcements. Jeff Frank will prepare to showing previous event videos during upcoming Sunday services.
 - Caroling date to be determined- Mike propped to find a couple of families where we could stop to provide dinner and gifts for a family in need.
 - Kids Sunday- Every 5th Sunday lead worship, abridged sermon, carry-in dinner proposed. Further discussion will take place.



- ICOM coming up in November in Columbus
- Family camp at Rock Lake in the spring
- **December 18th Kids Christmas Program.** Kids program will take place during the worship service. A sermon will be given still following the program.
- **Christmas Eve service will be at 7pm. Christmas Day, Sunday Service will be at regular time**

6. Jeff gave an website update and a directory update

7. Shawn expressed concern about being intentional to greeting new faces. In regards to the cookie ministry; Diane Mayes is still the head of this ministry. If she is absent cookies are located in the back refrigerator.

Dave will be checking into our old welcome packets so we may begin using those again as well.

8. Next Congregational Meeting, January 22nd

9. Shawn plans to lead next month's devotional

10. Next meeting will be Novemeber 7th, 7pm.

11. Trina proposed a yearly maintenance schedule for things like furnace filter changes be drawn up. The furnace filters were checked.

Meeting adjourned at 8:32.