



## Administrative Team Meeting Minutes

Monday, May 8, 2023

Members Present		Members Absent
Amanda Grecni, Secretary Mike Hicks, Deacon Shawn Hubbard, Assoc. Minister	Amy Radabaugh, Treasurer Mike Tanner, Deacon Dave Walton, Elder	Trina Klaiss Pat Tirrell Will Wade, Chair Jeff Frank, Deacon

The meeting was called to order at 7:05. Shawn Hubbard opened in prayer.

### **Budget**

No new updates from Amy on the budget.

### **Old Business**

Touch-up work to be done on the sanctuary will be completed soon.

Mike will be installing the remainder of the soundboards as well

Update on the camera installation, we are waiting on a computer that is compatible with the software needed. The wiring is ready to be run and installed. Jeff Frank is working on the IT end and Mike Hicks will be working on the wiring end. There is a deadline set for this to be completed by the next board meeting.

Luke Carnahan, officially and formally has committed to interning with Charlotte Church of Christ starting fall semester. This will be in mid-August. He will informally begin meeting with Shawn as he can through the summer. As far as a gas stipend he will be turning in his mileage which is \$0.655 per mile. Shawn received paperwork to qualify us as a facility to conduct internships with Great Lakes Christian College. An internship is a requirement to graduate.



Church-wide camping event is scheduled for September 23rd-24th. It is \$20 a spot. We will need to post signups soon. We are allowed to use the pavilion which has risers that we can use in addition to our personal chairs.

- Tia Hicks sent a question to the team about visitors.
  - Should a visitor come to the church that Sunday, the church sign will be updated for the event. We will also post a sign and a map on the front doors of the church.
- Mike Hicks made a request for music to be old style hymns.
  - Administrative team suggested doing a mix of old style hymns and contemporary
- Sound equipment is in the process of being arranged

### **New Business**

Trina Klaiss and Pat Tirrell no longer have the time commitment available to be on the administrative team. They are dropping their spots. We are looking to replace them with a similar demographic by the fall.

Shawn asked when we would start setting aside for the signage upgrade. Mike Hicks and Mike Tanner tested the electrical to the sign. They flipped the breaker and it stayed on. We will update the powerline when the time comes by running a new wire through the existing conduit.

Mike Hicks motioned to start a fund for the signage improvement, and Mike Tanner seconded the motion. We have some money left in our building upgrade account, about \$3,000.

Amanda Grecni motioned to use the remaining funds from this account when the beautification projects are complete to kick start the sign-upgrade fund. Dave Walton seconded the motion. The team voted and the motion was passed. As of now based off a similar example, the sign is estimated to be \$24,000 but may be closer to \$30,000 by the time we are ready.

Shawn Hubbard motioned that we set aside \$1,000 a month to the building improvements fund along with the remaining beautification funds. Mike Hicks Seconded the motion. The discussion was opened.

As far as zoning we are all set, the upgrade will be an in-kind improvement not an upgrade. We will need to work with the homeowners association to come up with an agreement. We have had feedback from people in the community that they thought we were closed. The sign as is, doesn't get updated often and that is also a drawback to the community not seeing us active and highlighting our events. A vote was taken and the administration team passed the motion.



Dave Walton asked about our water situation. The garden is now open, are we able to turn on our well and use the water for the garden. Shawn said that at this time, no we will have a fountain. We will need to evaluate this more.

Another discussion was opened about the portables. We want to keep the first for future youth programs and the second for storage. The question comes as to what we want to do about the third portable. We do need to address getting the second portable locked for liability purposes.

The second portable still has several pieces of furniture that should be removed. It will be opened for claiming or donation. This will be placed on announcements before action is taken.

Dave Walton brought up the new calendar. It is housed in the front office and will be updated with a 6-month outlook. Ideally, we would like to look a year ahead. Shawn would like to use the calendar to plan a year out. He cautioned us to get events approved before applying them to the calendar. Events should be brought to the Administrative Team for discussion, approval, and so we can garner support and participation.

VBS is June 26-29th. The question was raised as to what the Saturday, July 1st date is?

### **Upcoming events**

- Next admin meeting will be June 12th
- VBS June 26th-29th

The meeting was motioned to adjourn by Shawn Hubbard; it was seconded by Mike Tanner.  
Prayer and adjournment at 8:52.

- Amanda Grecni, Secretary