

**St Matthew United Methodist Church  
Administrative Board Meeting  
May 16, 2010**

**MINUTES**

**Members and Guests present:**

Brett Ruston	Tom Miller	Carolyn Specht
Paul Specht	Diana Hughes	David Hughes
Ron Perceful	Clair Seglem	Betty Seglem
Eddie Schriewer	Bonnie Schriewer	Gayle Tatum
Virgil Todd	Carl Tatum	Bob Unruh

The meeting was called to order by Tom Miller, Chairman, at 4:00. Pastor Ron opened the meeting with a prayer.

**Review of Minutes**

The minutes of the last meeting, November 15, 2009, meeting were unanimously approved as submitted. The motion to approve the minutes was made by Carolyn Specht and seconded by Virgil Todd.

**Committee Reports**

Finance Committee

The committee chair was not present and no report submitted. A committee member stated that there were no significant items or problems needing attention of the Administrative Board.

Trustees

Chairman Carl Tatum reported as follows:

The kitchen has had a makeover including new paint and a new tile floor. This was made possible by a generous donation by Marlene Welsh in memory of Bethyl Eastham. Ceiling tiles are also being replaced.

A workday for the church grounds was held on May 15, with eight people participating. Part of the south perimeter fence was taken down to improve church visibility. Help is needed for continuing grounds maintenance.

A member family has made a generous donation toward a new church van. A fund has been started for this purpose. A donation has also been received for a covered unloading area for the handicapped. Different configurations and costs are being considered. Automatic doors are also being considered.

A nursery update has been started under the direction of Karel Nichols. We will do the ceiling work ourselves after resolution of one remaining leak in the roof.

Staff/Parish Relations Committee.

Chairman David Hughes reported the following:

The committee met in February and April and will meet again next week.

The February meeting was primarily to welcome new members. In April the policy manual was reviewed. Each staff member will be provided a copy of the manual. Additionally, a member of the committee will be assigned to each staff member as a contact point.

In June two meetings will be held for annual staff assessments.

Joelle Pray has resigned as Children's Program Coordinator effective May 31. The Committee will begin the replacement process immediately. The committee will also work on a standard procedure for filling vacant staff positions.

#### Lay Leadership Development Committee

Pastor Ron reported that the committee had not found it necessary to meet lately and no report was given.

#### Lay Leader Report

Chairman Virgil Todd reported as follows:

Fun and Fellowship. The need for a non-money-raising social event was discussed and a ice cream social is planned for the summer.

Communication. A program will start this summer for mailing invitations to St Matthew by targeting specific areas, with three mailings to the areas.

Children's Ministry. We had a church Easter egg hunt and a community Easter egg hunt with great participation for both events. Vacation Bible School will be held June 14-18. Sunday school teachers are needed (two adults per class). A fund has been started for a Moon Bounce.

Invitation Team. A process is in place to maintain contact with visitors.

Alpha Omega. Money is being raised for camps: Youth Force (June 6-11), North Carolina Youth Force (June 19-27), Canyon camp (July 5-9), and Day Springs. Also, a middle school Bible study is being started.

Outreach /Mission Team. A discussion was held regarding the various missions we support. A bulletin board was discussed to inform church members and others of the various ways we are involved in missions locally and throughout the world.

A blood drive will be held on August 15.

#### **Other Business**

A suggestion was made to provide golf umbrellas for ushers to use in helping those arriving for church on rainy days.

Pastor Ron addressed the Board regarding growth of our church. He provided statistical information on parking needs and on sanctuary seating and Wesley Hall seating relative to attendance. Pastor Ron also provided information on the number of United Methodist churches in Oklahoma that have experienced growth recently and the reasons for the growth. He also provided an outline showing what we need to do to grow. The specific things we need to do include a new Sunday service to begin this Fall, use of parking capabilities in the adjacent lot (south of Wesley Hall), expanded use of our video equipment, formation of small groups as we grow, church-community events (such as block parties), and prayers for success in the community with our growth initiatives. Copies of the statistical data and the outline of what we need to do are attached to the file copy of these minutes.

After Pastor Ron's closing prayer, the meeting was adjourned at 7:00.