

# ADMINISTRATIVE COMMITTEE MINUTES

October 8, 2019

**Members: Attended in Bold: Mary Palmieri, Jennifer Dowler, Parks Williams, Barbara Newbauer, Slade Lewis, Kathie Tiedeman, Bryan Toney**

**STAFF:** Charlie Lee

**OPENING PRAYER:** Barbara Newbauer

## PRIORITY BUSINESS

1. **Welcome Karen Niemczyk** – Mary introduced a new member to the committee. Karen shared some background information with the committee.
2. **New Elder Training** – Sundays, October 13, 20, 27, November 3, 10 from 3:00 p.m. – 5:00 p.m. and will meet in the Conference Room. On November 17, the elder class of 2022 will meet with the Session for their examination.
3. **Third Quarter Chair of Committee Meeting** – This is scheduled for October 27 following worship in Room 319. The Topic will be the 2020 Budget led by Libby Wilson.
  - a. **2020 Administrative Budget** – The committee discussed the budget for 2020. Barbara shared her insight concerning the equipment that the committee oversees. The committee then looked at each item in the budget and suggested a dollar amount for 2020. This is an increase of approximately 5% over the 2019 budget.
4. **Elder Retreat** – This is scheduled for Saturday, January 18 at River Landing from 9:00 a.m. until 3:00 p.m. Other details (presenters, topics, refreshments/lunch) are yet to be determined.
5. **Administration Goals** – Mary handed out the **2019 Committee Goals**. She briefly reviewed where the committee stood in fulfilling those goals.

Closing Prayer: Parks Williams

Next meeting November 12, 2019

Opening prayer: Barb Newbauer

Closing Prayer: Parks Williams

## Important Dates:

**October 6 - Church Wide Lunch & Discovery Meeting**

**3rd Quarter Committee Chair Meeting - Sunday October 27, after worship.**

**New Elder Training - Sunday 3-5 p.m. on October 6,13,20,27, November 3, 10**

**Elder Retreat - tentative date - Saturday, January 18, 2020 from 9 a.m.-3 p.m. River Landing**

**2020 Session Party - Tentative Feb. 7, 2020 at Kathie and Paul Tiedeman's**

Respectfully submitted,

Parks O. Williams