

## SUMC Administrative Council Minutes--July 18, 2021

- **Present:** Pastor Laura, Sharon Wormser, Janet Stargell, Alice Sorum, Mary Ott, David Herndon, Lora Hooper, Kathryn Dodson, Don Critzer, Lisa Rittenhouse, Keith Rittenhouse, Sandy Shongo
- **Secretary's Report:** The minutes from the June meeting were approved.
- **Christian Education:** The next BLAST meeting is scheduled for July 22 to plan a September BLAST event at Mt. Zion.
- **SPRC:** No report.
- **Trustees:** Albemarle Heating and Air is scheduled to install a new air conditioning unit and air handler at the parsonage on July 19. The trustees removed a large tree branch and debris from the back yard of the parsonage. Trustees will install combination smoke and carbon monoxide detectors in both buildings of the church as necessary. They were recently installed at the parsonage.
- **Missions:** No report.
- **Finance:** Lora Hooper shared an updated item in the Finance Policy and Procedures. Item G, Page 14 Expense Categorization : A major expense is defined as a one-time (non-recurring) expenditure greater than \$500; Building and Grounds major expenses shall be assigned to the appropriate Church or Parsonage Project fund. Expenditures greater than \$500 may be assigned to either the appropriate Church or Parsonage Maintenance budget line or Church or Parsonage Project fund. The accountant is responsible for selecting the account name that properly categorizes the expense. Lora presented the first half of 2021 Financial Review. The six Caldwell Endowment funds will be combined into one fund to make it easier to manage. It will meet our objective for endowment fund for percentage earned.
- **Preschool:** Eight students are now enrolled. Council discussed paying \$2000 to cover one student based on need. A motion was made and passed to ask the Finance team to look into finding funds equivalent to one year's tuition and apply those funds if needed. Action item: Finance.

The Preschool Board consists of the following: Lora Hooper, Ellen Sherwood, Laura Stratton, Laura Mowbray and one parent.

- **New Business:** Mary Curtis and Lisa Rittenhouse will assess the children's area upstairs and report to council about what needs to be done to have the space ready for children. The Trustees agreed to move old pews out of the back room.

- Laura Mowbray asked if she could paint the walls of the Preschool with approval of the colors by the Preschool Board
- Pastor Laura asked about a checklist of custodial duties. Lora Hooper will call Mel and report back to Council. ACTION ITEM: Lora Hooper
- **Pastor's Report:** Pastor Laura said there were two more upcoming listening sessions. The new District Superintendent, Dr. Lee, had been to visit SUMC and Mt. Zion. Laura had met with officials in Scottsville and also Esmont. She may start a parent group for Preschool Parents.' .
- The August council meeting will be August 22, 2021.  
The meeting was adjourned.

Respectfully submitted,  
Janet Stargell