

**FIRST UNITED METHODIST CHURCH OF BREVARD**  
**Administrative Board Meeting**  
**April 8, 2010**

**Call to Order:** The meeting was called to order at 7:30 pm by Charles Gilmore, Chair.

**Reverend Kerry Pursell** opened the meeting with a devotion and prayer. Several members of the congregation are hospitalized, another two members had deaths in their families. She gave praise for the large number of children and college students who are attending church and sharing Wednesday night dinners.

**Minutes** of the last meeting of the Administrative Board on January 14, 2010, were reviewed and approved.

The Administrative Board began to hear Progress Reports from the various committees:

**Peter Johnson, Chair, Finance** first praised his committee for their hard work and smart heads. Even though the church lost several Sundays due to the snow, we are close to budget on pledges and under budget in expenses. A written report was provided to all in attendance and ahead of time in e-mail communication. We have \$34,031 in Operating Account Balance and \$59,013 in Operating Reserve Account.

Peter discussed the recommendation of his committee on the distribution of funds from estates. The general guideline is to fund grants and projects of the moment. His committee recommends that we keep 10%, a tithe, from these distributions to fund Missions & Outreach. Mary Arnaudin and Bruce Loveland both asked who decides how the money is spent. Is it the Finance Committee or the Council on Ministries? Charles Gilmore asked Peter to provide more clarification at the next meeting on how to use the money and who makes the final decision.

**Sandy Tooman, Chair, Missions** gave her report on distributions in the first quarter of 2010 to Sharing House, the Great Day of Service, and our two missionaries. All have received increases this year and were much in need. The Alaska missionary asked that we direct our next donation to money for books, fuel, firewood, and camp. Sandy reported that our congregation raised \$800 for Stop the Hunger campaign organized by Brevard College. The event involved over 100 volunteers and went very smoothly. She recommended that our church get even more involved and perhaps provide a lunch for the volunteers the next time the event is scheduled. Charles Gilmore also mentioned that Rotary of Pisgah Forest is committed to raising \$35,000 for Stop the Hunger meals for Haiti. Sandy mentioned the need for our church to get involved with the community's planned homeless shelter, The Haven.

**Jamie Gilmore, Director of Youth & College Ministries** reported that the youth have taken two big trips this winter. Twenty young people and five adults attended a conference in Gatlinburg and in February a group went skiing in Boone. The increased funds this ministry received helped to pay for a van and chaperones. Forty-three youths and 13 adults participated in a scavenger hunt and collected 1300 lbs. of food. Parent Youth Game Night was a large

success. Plans are under way for a summer project and beach trip. Jamie also is encouraged to see more college students coming to the Wednesday night dinners at the church. She spoke for Kim Dodson, who was not in attendance, that the Easter Egg Hunt received a huge turnout.

**Bob Rebscher, Chair, Board of Trustees,** provided a handout and updated the committee on purchase of three new Dell computers (for Jamie Lancaster, Kim Dotson, and Jamie Gilmore). Kerry Purselle received JL's old computer. Windows7 software was purchased for all three.. Allied Church System software will allow the church to function more efficiently. John McAloney has been hired as IT consultant on an "as need" basis. While these purchases all come at the beginning of the year, there will be many benefits, and cost will taper off as year goes along.

Bob said he is keeping account of the hours required to keep our 50 year old building running, there will come a time that we need to hire someone as facility manager. By keeping a record of his hours, we will have a better grasp on whether this person will be full time or part time. There is a pressing need to update the electrical, plumbing, heating and air conditioning systems of our buildings.

**Charles Gilmore reported on SOUND/ACCOUSTICS** Committee. For 1 ½ year the committee has been working, testing, and getting recommendations on improvements. The real fix is to install new speakers. Mr. Lee, our consultant, reviewed all four bids and a contractor has been selected. Cost is \$37,500. A small amount of funds is designated in the budget but we will need a fundraiser to pay for most of the cost. Contractor has a 60 day window in which he will hold the price. Charles asked for tentative approval from the Administrative Board pending acceptance of the recommendation by the Board of Trustees that will meet next Tuesday and a recommendation for funding the project by the Finance Committee that will meet shortly. The accepted bid price has a 60 day time limit before being subject to increase. Monk Ashley asked if training is included in the bid and installation - answer is YES. Portable microphones were installed this week. Dee Campbell moved to approve this expense. Motion was seconded and approved.

**Don Campbell, Long Range Planning Committee** has been working with Harris Architects for some time on upgrades to our campus. Don provided a handout from Harris Architects "Proposal for Design Services - Building Renovations and Parking Study." The cost is \$37,000 for their recommendations on electrical, plumbing, heat and a/c, and parking. Leaving off the parking study reduces the cost to \$32,000. We can fund this \$32,000 cost from the Building Fund (\$6500), some from Blaha estate (\$9500) and the remainder (\$17000) from surplus in checking account. Don needs approval from Administrative Board to proceed. Highest priorities are handicap access and bathroom renovations. In order to fund the highest priority needs (bathrooms, accessibility and mechanical, electrical and plumbing) the committee expects that \$2,000,000 will be needed. Funding the entire plan as relayed to Harris by the church and portrayed by Harris in the document is thought to require on the order of \$4 to \$5 million dollars. Part of the current proposal is to look more closely at the priority needs from an architectural and engineering perspective and have the next level of project cost estimated by a professional construction estimator. Bob Rebscher said to be prepared for unexpected problems when you begin to move walls. We will run into problems being "up to code." A motion was made by

Bruce Loveland to proceed with Harris Architects and get the opinion of experts on how to renovate our building for a cost of up to \$2,000,000. Motion was seconded by Bob Haywood. There were no objections. Whatever final level of renovation is elected by the church a capital campaign will be required to raise the funds and a mortgage will also likely be required.

**Rev. Mike Jordan** informed the board of three recent baptisms and a new Special Friends Sunday School class. And, he also announced that Mickey Effert will return in May for two sessions. He closed the meeting with a prayer.

Respectfully submitted,

Charlotte Works  
Recording Secretary  
4/12/10