

## Meeting Notes –Ministry Council Meeting

**Date: November 4, 2014**

Attendees: Reverend Hilary, Laurie, DuRee, Lisa, Siri, Julie, Jeff

### Key Discussion Points:

1. Hilary - Reviewed the agenda for the Retreat. She will distribute this to us so that we have an opportunity to give some thought to this before the retreat.
2. Laurie has a new membership database that includes a time and talent function; it can be set up to present which ministries are open for participation / volunteer opportunities and allow people to sign up to volunteer. Note that this will not be ready within the next 3 months.
3. Hilary reminded all of the Ministries to document the opportunities for volunteer contributions and the time-commitment involved so that this is readily available for people who are interested in volunteering.
4. Goals, Aspirations and Ministries Questionnaire - Hilary handed out a revised questionnaire for Goals, Aspirations and Ministries and asked that each Ministry confer with their respective committees to complete the questionnaire for their Ministry. (Hilary will send this survey electronically so that it can be sent to our committees.) We agreed that it would be most effective to meet to discuss the questions so that we might trigger and exchange more ideas. One benefit of having a broader group of people complete the Goals, Aspirations and Ministry questionnaire is to prepare all of us for a future congregation-wide self-assessment.
5. On November 15 there is a Thematic Ministries workshop being held at our church – unfortunately this conflicts with our Ministry Retreat. It was agreed that Laurie will send out a targeted invite to folks for this.
6. Budget planning - the completed Goals, Aspirations and Ministries questionnaires should inform our budget planning for 2015 – 2016. We should strive to have the questionnaires complete by January 2015.
7. On December 14, after both services, there will be an opportunity to discuss strategic planning in Atherton Hall.
8. Breakfast for the Ministry Council Retreat will be provided by the Ministry Coordinators
  - a. Assume 10 people.
  - b. Julie will bring – fruit salad
  - c. DuRee will bring Caramel French Toast
  - d. Jeff will bring – Maple syrup and butter
  - e. Hilary will bring – Orange juice

### Action Items:

1. Lisa – to send Study Ministry materials to Hilary for the Ministry Retreat.  
(Complete)

2. Lisa – to send the human needs quadrant to Hilary with the ministries (Complete)
3. Julie –to send email to Hilary with additional input on the Kinship part of Ministry Retreat presentation.
4. Jeff – to send additional ideas for the Worship Ministry for the Ministry Retreat.
5. Lisa - to tell Bernice that she will briefly present the Glass quadrant of Human needs and talk to the fit of the ministries to the 4 Major Human Needs.
6. Hilary - to invite Eileen Wiviott to the December Ministry Council meeting to review what was covered in the Thematic Ministry workshop.
7. Hilary – to send the Ministry Retreat detailed agenda to us in advance of the retreat.
8. All Ministry Coordinators should consider the detailed agenda topics in advance of the retreat.
9. All Ministries should seek input from their committees and should complete the Goals, Aspirations and Ministries questionnaire by January in preparation for the budget planning. It would be ideal to conduct a meeting with committee leads to get discussions and ideas flowing.
10. Laurie – to send an email to targeted audience about the Nov 15 Thematic Ministry workshop. (complete)
11. Hilary – to send out the revised Goals, Aspirations and Ministries questionnaire.
12. Hilary - to send out the revised Ministry Retreat presentation when kinship and study and worship
  
13. Bernice was nominated to take notes at the December meeting.
14. Laurie – will take notes from the Ministry Retreat.
15. Breakfast on November 15
  - a. Julie to bring – fruit salad
  - b. DuRee to bring Caramel French Toast
  - c. Jeff to bring – Maple syrup and butter
  - d. Hilary to bring – Orange juice
  - e. Laurie will bring cream & make coffee

There is a  
9.

Get focus in our programming rather than having such a smorgasbord of activities.

Changed the opportunity fair from a pure volunteer recruiting effort

Listen to the congregation  
Understand the priorities  
Translate those into programming  
Communication

Support, connect, interpret and enable the mission of the congregation...

How do we make the Ministry Council a more attractive position

Look at what we have been doing ? what works ?

What does the congregation really need ?

We are asking people to complete the Goals, Aspirations and Ministry is parallel or a first step towards rolling an annual congregation-wide self-assessment.