

**Highland United Methodist Church Inc.**  
1020 12<sup>th</sup> St Place NE, Hickory, NC 28601  
**Administrative Council Minutes**  
March 11, 2018

Minutes approved  
on May 20, 2018.

Highland's Administrative Council met on March 11, 2018 at 6:00 pm in the fellowship hall. Council Chair, Linda Huffman called the meeting to order and Bill Cline opened with prayer. Council members in attendance were:

|                   |                 |                 |                |
|-------------------|-----------------|-----------------|----------------|
| Pastor Roy Miller | Kay McCarter    | Karen Wilkerson | Madison Wright |
| Linda Huffman     | Pat Waters      | Brady Shepherd  | Emily Hitaffer |
| Cindy Meadows     | Peggy Wilkerson | Jill Wright     |                |
| Bill Cline        | Ed Dale         |                 |                |

Council members absent were:

|                |               |              |                |
|----------------|---------------|--------------|----------------|
| Charlie Hardy  | Mike Jones    | Erin Clawson | Sherry Huffman |
| Jean Gay       | Peyton Thomas | Ann Matthews | Cheryl Gragg   |
| Doug Wilkerson | Karen Coffey  | Art Meadows  | Josh Coffey    |

The minutes from the January 21, 2018 meeting were distributed at the meeting. With one minor correction, the minutes were approved.

**Old Business**

**Cindy Meadows, Communications Coordinator**, reported that she had spoken with the Administrator of the old Facebook page and will work on deleting it.

**Pastor's Report**

**Pastor Roy**, reported that the Safe Sanctuary training was held on February 25 with good attendance. There will be another training scheduled for those that still need it. After the next training is complete, the background checks will be performed and then we will be in compliance with the requirements.

Pastor Roy reported that as we move into the Easter season the schedule will be Maundy Thursday Service at 6:00 pm, Sunrise Service at 7:30 am, and breakfast at 8:00 am, followed by the normal Sunday schedule. He asked that we all please continue to pray for specific individuals and their relationship with Christ and this church. We must be intentional about our relationship as disciples. We need to be interpersonal and spread the word of our church. We will go out into the neighborhood spreading out on the other side of the railroad tracks to reach people that are close to the church.

Pastor Roy reported that the Safe Sanctuary policies and procedures are proposed to be revised as discussed at the training on February 25. The changes are as follows:

- 7) Nursery:
  - Section a): Delete sentence that reads, "Only those persons assigned for a particular event or Sunday shall be allowed to enter the nursery."
  - Section b): Change the word Parents to the word Visitors
- 8) Sunday School:
  - Section a): Delete sentence that reads "Children will not be released from Sunday school until a parent, guardian, or designated adult is present."

- 9) First Aid and CPR:
  - Section a): Change the church shall offer “an annual” training event to “every two years” training event.
- 14) Transportation:
  - Section a): Change the second sentence from shall not to can. Add “With parental permission” at the beginning of the third sentence.
- 16) heading:
  - Change the Statesville District to the Catawba Valley District.

Karen Wilkerson made a motion to accept the changes as read by Pastor Roy; Peggy Wilkerson seconded. By a show of hands, the motion passed. No one opposed.

#### **Board of Trustees**

**Doug Wilkerson, Board of Trustees Chair**, was absent, but Peggy Wilkerson reported that Doug had contacted Anthony Pittman to get the plans for the bathrooms renovations so we can begin to estimates but has not been successful thus far.

#### **Outreach and Missions Ministries**

**Peggy Wilkerson, Footprints of Christ Chair**, reported that in February the Food Pantry served 75 families consisting of 230 people. For March there was 41 families consisting of 136 people. Summer Lunch and Fun Program is planned for June 18 – August 17, from 11 – 12:30 each day, however, the days will be shortened if we do not get enough volunteers.

#### **Discipleship Ministries**

**Karen Wilkerson, Worship Coordinator**, reported that Pastor Roy went over the Easter schedule.

**Linda Huffman, reported for the Children’s Coordinators** Erin Clawson and Karen Coffey. At the Footprints meeting on March 5 there was some discussion about having a Bunny Trail somewhat like a Trunk or Treat. She spoke with Karen about this and their plans are for the March 28<sup>th</sup> Wednesday Night J.A.M. meal to be pizza, have a children’s activity, and at 6:30 pm the Bunny Trail or Easter trunks. Linda will place a sign up sheet in the sanctuary for those participating in the Bunny Trail.

**Ed Dale, Highlander’s Vice President and Program Coordinator**, reported that their upcoming plans are to Shatley Springs on April 17<sup>th</sup>, Billy Graham Library in Charlotte on May 1<sup>st</sup>, and the Oak Ridge Boys Concert on April 13<sup>th</sup>. They played shuffle board recently at the Neil Clark Recreation Center.

**Mike Jones, Methodist Men President**, was absent, but Pastor Roy reported that at the February meeting they talked about the sunrise breakfast and the community garden. They also talked about various speakers and programs for their meetings.

**Peggy Wilkerson, Methodist Women President**, reported that the Unit hosted the Catawba Valley District Prayer Breakfast on February 24<sup>th</sup>. Between 180 – 190 women attended. Their Hands on Mission project was to bring food for Highland’s Food Pantry.

**Jill Wright, Parent/Youth Council Chair**, reported that the Youth are working on the Sunrise Service. **Madison Wright, Youth Delegate**, reported that their upcoming Mission trip has changed from Virginia Beach to Altoona, PA. The dates are July 8 – 14. They have 18 attending, 9-males, 9-females, and includes 4 of the college boys. They are planning more fundraisers to cover the expenses. **Linda Huffman** reported that since the 1<sup>st</sup> Sunday in April is Easter Sunday that their April Fundraiser Lunch will be held on April 8.

#### **Witness & Hospitality Ministries**

**Cindy Meadows, Communications Coordinator**, reported that she is planning on updating Highland's website within the next couple of weeks.

#### **Other Business**

**Linda Huffman** asked about the wireless service in the Sanctuary. Dawson Spencer was helping with the Easter Sunrise Service and they needed a wireless connection. He had to take the laptop to the copy room to be able to connect. After some discussion, Pastor Roy said there was nothing detrimental to opening up the wireless in the sanctuary. Peggy Wilkerson made a motion that we open up the wireless in the sanctuary; Pat Waters seconded. By a show of hands, the motion passed. No one opposed.

Cindy Meadows mentioned that the next Council meeting is scheduled for May 20, 2018 at 6:00 pm in the Fellowship Hall.

#### **Adjournment**

With no further business, Linda Huffman adjourned the meeting and Karen Wilkerson closed with prayer.

Respectfully submitted,

Linda Huffman, Chair  
Cindy Meadows, Recording Secretary

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