

Administration Board Meeting

Date: October 9, 2017
 Convener: Marty Hensley
 Recorder: Sharona Nelson
 Members Present: Marty Hensley, Sharona Nelson, Gail Wolford, Ellen Mink
 Members Absent: Ex Officio: Dave Kobersmith

<u>Subject</u>	<u>Discussion</u>	<u>Action Needed/Taken</u>	<u>By Whom</u>	<u>Follow-up Date</u>
Devotional	Meeting opened with a devotional reading by Dave Kobersmith.			
Recording Secretary	Sharona volunteered for tonight's meeting.			
Proposed Assistant Youth Director Position	After much discussion, the Administration Board does not see a way to add another position to the budget. Faith Development Board might consider trading the budgeted but unfilled third child care position for the assistant youth director position. However, that would leave us with two child care workers. If we needed a third child care worker at some point, parents would need to be willing to volunteer for the job and would need to be trained in Safe Sanctuary practices.	Meetings to discuss possibilities need to occur with Faith Dev. and/or Rachel.	All	
New Staff Procedure Needed by Admin Board	The Admin Board needs to develop a procedure for requests to add new staff to the budget.	To be discussed and formulated at a future meeting.	All	
2018 Budget Increases for FT Staff	The Admin Board is proposing a 2.5 percent increase in salary and housing allowances for the relevant full-time staff and pastors. The cost-of-living index is currently at 2.2 percent. As a way to partially offset the increase, the Board is willing to keep certain 6100 level administrative tasks for 2018 at the same funding level as 2017 with no increases.	The budget now goes to the Finance Board for consideration.	All	

Next meeting November 13 at 6 p.m.