

**Athens First Methodist Church**  
**Athens, Alabama**  
**Administrative Board Meeting Minutes**  
**September 16, 2024**  
**6:30 PM**

The Administrative Board Meeting of Athens First Methodist Church was held in the Sanctuary on September 16, 2024, at 6:30 PM.

**Welcome and Openings**

- Henry Griggs welcomed everyone to the meeting and called the meeting to order. Documents to be discussed were available for the members as they entered the Sanctuary. At the request of Henry Griggs, Mac Buttram opened the meeting with a prayer.

**Minutes**

- The minutes from the previous meeting on May 15, 2024, were presented for review. A motion and second was made to approve the minutes as presented. The minutes were unanimously approved.

**Trustee Committee Report**

- Bernie Sims gave a brief Trustees report. He stated that not much had changed from the minutes of the last meeting. They had started working on the elevator last Thursday. Today was the first full day of work. Optimistically he thought it would take about 2 weeks. The elevator, once repaired, is suppose to be faster.

**Finance Committee Report**

- Fred Pepper gave a Financial Report. He presented a financial statement as of the end of August. The church has a requirement that one sixth of the budgeted assets are kept in liquid accounts. The church was in excess of that requirement. Some expenditures have been more than budgeted. Toward the end of October, the staff will start looking at the budget for next year towards the end of October. They will present their proposed budget to the Financial Committee. The Finance Committee will meet and approve the budget and present the budget to the church council in December. Thomas Woodroof asked a question on page 6 about the

Capital Campaign giving/expenditure. Fred Pepper explained that the Finance Committee was trying to show a greater breakdown of the financial expenditures and giving. Fred Pepper asked for a motion by the Administrative Board to approve the financial statement. A motion was made and seconded to approve the financial statement. A vote was taken and the financial statement was approved.

### **SPRC Report**

- No report was made by the Staff Parish Committee. This committee has not met since last Administrative Board meeting.

### **Moving Forward Report**

- Chris Hamilton gave a brief update on the Moving Forward Committee. The committee has finished the four sub-committee reports that focused on the areas of concern that emerged from our Nehemiah study. There were about 50 members that participated in the meetings. There will be a presentation of the findings of the four sub-committees and the other two committees will have their activities brought up to date.

### **New Business**

- Tom Murphy read 3 proposals that the Nominating Committee is recommending:
  - Three members of the Staff-Parish Committee for 2025 were be made early so the members could attend the meetings and have non-voting privileges until they officially start in January, 2025
  - The vice-chairperson of the Nominating Committee become a voting member of the Administrative Board. The Nominating Committee decided they needed a vice-chairperson.
  - All nominations for all committees be moved to late August or early September so the nominees can gain experience on their committees. The Nominations Committee only nominated 3 new members for the Staff-Parish Committee for this year, but all committee nominations will be nominated for next year. They will be non-voting members until they officially start their term on January 1, of the coming year. All committee nominations will begin next year.
- Henry, in response, to a question said, we would try and get the nominations out of December.

- A motion was made and seconded for all three proposals. A vote was taken. All persons voted for the proposals with one person voting no. Motion carried
- Henry Griggs asked for a motion for the Administrative Board meeting to go into recess. A motion was made for the Administrative Board meeting to go into recess.
- Henry Griggs opened the Charge Conference meeting to deal with the issue of nominations for the Staff-Parish Committee. Tom Murphy announced that Cate Schilloff, Richard Martin, Jr., and Barry Hamilton were nominated to be the Staff-Parish Committee members for the 2027 Class. If approved, they would start October 1, 2024, but Tom Murphy said they would start immediately. Their voting rights would not start until January 1, 2025.
  - In response to a question, Tom Murphy said the 3 members of the Class of 2024 of the Staff Parish Committee were Jimmy Smith, Laura Sims, and Jeff Mathheus. None of them wanted to continue for another term.
  - Question was asked about Barry Hamilton and Chris Hamilton both being on the Staff-Parish Committee which is against the Church by-laws. Tom Murphy said he had talked to Chris Hamilton and she would not serve in her current position as Lay Leader for 2025. That way they both would not be on the Staff-Parish Committee at the same time.
- Charge Conference was adjourned by Henry Griggs.
- Administrative Board meeting was called out of recess and back to order by Henry Griggs.
  - Henry Griggs raised the issue of should the Lay Leader position be done away with. It was agreed that this would be reviewed when the by laws were re-worked.
- With no other business to discuss, a motion was made and seconded that the meeting adjourn.
- Mac Buttram closed the meeting with prayer.

Respectfully submitted  
 Thomas Schram Woodroof, Jr.  
 Athens First Methodist Church  
 Administrative Board Recording Secretary

