

**Ad Cabinet Minutes**  
**Jan 18, 2017**

**Present** Diane Funk, Ruth Brenneman, Tim Krabill, Rosie Hochstetler, Jim Grossnickle Batterton, Ann Valenta, Brenda Litwiller, Miriam Miller

1. Welcome and Prayer
2. Review minutes of Oct meeting-there were no additions or corrections to the October minutes
3. Karla's Housing: A motion was made to set Karla's housing allowance at \$18,000. The vote was taken via email and passed. It is included here to make sure it is recorded in the minutes.
4. Commission calendar events: Mary is working on compiling activities performed by the commissions in a yearly calendar format. It will also be organized by commission. Commission chairs were reminded to submit activities.
5. Progress on list of policy updates: Mary put the excel document Diane created on Google docs so everyone would be able to view it. Commission chairs reported that they have started to review policies but have not finished. When policies have been reviewed, the date will be noted on the policy and in the excel worksheet. The Ad Cabinet has several policies to review as a body. We did not have time to do this at the meeting. Diane will circulate policies via email to Ad Cabinet members for their review.
6. Commission Simplify progress-Diane reported on the discussion at the past two meetings with regard to simplifying our church structure. Diane did not pursue the idea of having the administrative assistant take on some of the commission duties. Diane said she did not feel a strong consensus on moving forward. Jim reported that Worship committee identified a need for help making the workshop calendar. The commission approached Mary to take over part of the calendar. We discussed the potential pitfalls of having the commissions go directly to Mary with work items. We need to make sure any new items are brought to the attention of the Moderator (supervises the Administrative Assistant). New duties should also be added to the job description for that role.
7. Proposal from Trustees: Brenda Litwiller and Lynn Gingerich presented a proposal to replace the current storage shed located near the garbage dumpster. The shed is in very bad shape. Two options were presented 1) Studio style storage shed and 2) steel garage shed. There was discussion on the pros and cons of each. A motion was made and seconded to approve the studio style shed at an estimate of approximately \$6,500. With the approval to move forward, Brenda will solicit more specific estimates and present to Ad Cabinet.
8. Thermostat replacement proposal. A motion was made to replace the current thermostats (except the newer ones in the fellowship hall) with a standard one that has a daylight savings time mode and lock out function. This would greatly reduce the time required to program and adjust thermostats. Individuals or groups would be able to temporarily adjust heating/cooling to meet their needs. The motion was seconded, a vote was taken and the motion was approved. Diane will coordinate with Marty Roth to move forward.
9. Ruth Brenneman reported on a project to update the coffee preparation for Sip and Chat.
10. Rosie reported that members from several commissions will meet to discuss opportunities for increased intergenerational activities.
11. Ann Valenta shared that her sister belongs to a church that just completed a process of "reimagining" church structure. Ann will look in to this idea.
12. Review of Ad Cabinet Policies: to be reviewed via email before the next meeting.
  - Home Ties, English classes-delete, InterVarsity

The 2017 Ad Cabinet dates will be: Apr 19, and Aug 16, always at 7:00 p.m.