

Minutes
North United Methodist Church
BOARD OF DIRECTORS MEETING
September 23, 2020 * 5:30 p.m.
ZOOM MEETING

Members

Ron Gifford, Chair
 Marie Powell, Vice Chair
 Troy Barker, Secretary
 Jack Leonard, Treasurer
 Jacqueline Blackwell (LL)
 Alan Archibald (LL/MC)

Jeff Bonner (Trustees)
 Peter Chen (At large)
 VACANT (Finance)
 Jeff Eggert (At large)
 Mai Cooper (At large)
 Garland Graves (SPRC)

Ex Officio

Darren Cushman Wood
 John Drake, Finance Director

1. Ron opened the meeting at 5:30 PM. Roll call was taken during the meeting, and the following individuals were present. Ron Gifford, Marie Powell, Troy Barker, Jack Leonard, Jacqueline Blackwell, Jeff Bonner, Peter Chen, Jeff Eggert, Garland Graves, Darren Cushman Woods, and John Drake. The following members were not present. Mai Cooper (At large)
2. Ron asks Darren to lead us in prayer.
3. The minutes from July 22, 2020, meeting were approved without any changes.
4. Update on in-person services and activities (Vespers, etc.) (Darren)

Darren provided a 2 Week rolling Average for online services:

Aug 5 – 242 Aug 12 – 256 Aug 19 – 212 Aug 26 – 224 Sept 2 – 230 Sept 9 – 164
 Sept 16 – 235

The last two Vespers service had an attendance of 58 and 51 individuals. The choir had a well-attended outdoor rehearsal. They may try this one more time but maybe impacted by weather and daylight. If a decline in the average number of cases (district 5 Marion and surrounding counties) case count occurs, Darren will evaluate if the quartet might sing at 11:00 service. With masks on, and social distanced. This would not likely happen till October. Stewardship Sunday is still being planned. Christmas Eve – Amy Sell and Corey are putting together a video of children to post online (YouTube) for Christmas Eve. Depending on case count Darren is considering offering a 7:30 communion service without music using the same format/protocols as the previous 8:30 services. Register in advance and a limit of 50. 10:30 Christmas Eve service will be live-streamed. The church continues to use the previously established criteria to determine when to reopen the 8:30 service. Weekly live stream service attendance and participation have stayed strong, although they do fluctuate.

5. Finance Report provided by John Drake

Balance Sheet

Cash: \$705,332 as of August 30 compared to \$736,858 as of July 31. Please note that we receive 30,000 per month via online giving. Please review the Cash Summary for August to see cash amounts by account.

Budgeted Income Statement

Income

Budgeted Amounts Explanation: The monthly budget amounts shown for Current Year Pledges and Non-Pledge Contributions have been adjusted to reflect seasonal variations by using the average of actual results over the last three years as a guide. The budget amount shown for each of the other income line items is its annual budget amount divided by 12.

Pledges: \$6,050 over budget for July and \$42,976 over budget YTD. The actual prior YTD pledge income was \$171,000 less than the actual current YTD pledge income.

Forty-one Giving Units have contributed at more than 100% resulting in \$95,000 in funds received ahead of schedule. Of the forty-one, twenty-four are above 100%.

Non-Pledge Contributions: \$7,587 under budget for August and \$43,781 under budget YTD. Actual current YTD non-pledge income was \$30,000 less to Actual prior YTD.

Expenses

Budgeted Amounts Explanation: The monthly budget amounts shown for Utilities and other expenses such as Grounds and Upkeep, Audit, and Janitorial Supplies have been adjusted to reflect seasonal variations using the average of actual results over the last three years as a guide. The budget amounts shown for other expense line items are annual budget amounts divided by 12.

Wage and Salaries: We were \$6,405 under budget for August and \$38,018 under budget YTD. This is the result of a Pastor changing their Housing Allowance to more favorable tax treatment. Also, three positions are not filled: one custodian, one childcare, and the Pastor of Mission and Outreach. The result on the financial is more Housing Allowance and less to Wages and Salaries.

Housing Allowance: \$416 over budget for August and \$10,833 over budget YTD due to the shifting of Wages to Housing Allowance.

Health Insurance: YTD is \$999 under budget for August. We should be under budget for the balance of the year due to the lower Medicare supplement and Part D premiums we are paying for one employee in lieu of participation in the group plan.

Utilities: Total utilities (electricity, heating fuel, and water/sewer) were \$2,273 over budget for the month. Water/Sewer was \$371 under budget for August and \$238 over YTD. Electricity was \$3,286 over budget for August and \$5,979 over budget YTD.

Contracted Services: \$1,723 over budget for August and \$1,897 over YTD. Irish Mechanical bill for \$2,000 for maintenance on heating/air conditioning system is the reason.

Postage: \$217 over budget for August and \$1,306 over budget YTD. The additional expense has been the multiple mailings to members and non-members to encourage giving.

Food/Meals: \$1,151 under budget for August, and \$3,717 under budget YTD. Without food costs for Covenant Bible Study or weekly coffee are in alignment with the budget.

Audit: \$4,104 over budget for August since I budgeted for the expenses in May and June. The audit is nearly complete.

Janitorial Supplies: \$1,990 over budget for August and \$3,179 under budget YTD

Summary:

- Total revenue was \$3,940 under budget for August and \$10,231 under budget YTD, but was \$79,000 more YTD than actual prior YTD revenue.
- Expenses were \$15,095 under budget for August and \$88,784 under budget YTD. The decrease in expenses for August and YTD can be attributed to not paying \$10,000 budgeted for the audit, the decrease in costs for programming, and utilities. Actual YTD expenses were \$126,000 less actual prior YTD expenses,
- The actual operating deficit through August was \$57,964 compared to \$273,271 operating deficit for the same period last year. The deficit is largely attributed to the decrease in non-pledge contributions.
- Overall, the results of operations for the first eight months of this year are substantially improved over the same period last year. Staff continues to review their budget to actual both monthly and YTD.

6. Trustees

- The front sanctuary walls have been repaired.
- LED lighting updated and upgrades are in progress in the Education Wing.
- Plan checks for restrooms, parlor, and conference room are 98% complete. The Trustees Anticipate requesting bids before the end of the year.
- Trustees are working with the green team regarding the ongoing (monthly) maintenance of landscaping.
- Trustees are working with a company regarding upgrades for landscaping around the new signage.
- Jeff inquired about endowment fund distribution. Endowment committee to contact Jeff.

7. SPRC

- On behalf of SPRC, Darren presented the following motion for approval:

Persons who have been convicted of abuse or are on the sex and violent offender registry shall not be hired or retain employment. Employees who are under investigation for abuse are required to notify their supervisor, and the church may place them on leave of absence, terminate their employment, or take other disciplinary action.

This policy change is a reaction to other events that occurred within the conference. Some discussion ensued regarding the language used and its meaning.

****This motion was unanimously adopted.****

- Ministry and Outreach Pastoral position
SPRC has been reviewing the job description of this position. SPRC asks the board for additional time to delay finalizing this role and beginning the possible filling of the open positions. The role itself continues to be evaluated along with the financial implications.

The board is supporting this action, but no vote was necessary at this time.

8. Ministry Council

The next meeting is on Tuesday. They will be discussing Stewardship and Advent.

9. Leadership Development and Senior Pastor/Administrative

Darren reported that Leadership Development was making good progress with nominations. Individuals have accepted the nomination for Vice-Chair of Board, Finance Committee Chair, and Co Lay leader / Ministry Council Chair.

Charge Conference is scheduled for November 22. This is a Drive through process that only Darren will participate in.

There has been no staff lay off's, but we have reduced hours for some employees. This has not affected any full-time employees that receive insurance benefits.

10. 2020 Budget & Stewardship Committee

John and Marie have been reviewing all possible income sources.

No action is required today.

The following items need to be considered.

- 2020 Stewardship goal – \$1.03 million This is with the hope current pledgers will raise their previous pledged amount by an average of 5%. This is approximately a \$50,000 projected increase in revenues.
- The goal of 240 giving units.
- If we fail to achieve our stewardship goal, then we face a limited number of options to address our budget gap, such as staff reductions.

The board adopted the following statement:

If we fail to achieve our stewardship goal, then we face a limited number of options to address our budget gap, such as staff reductions.

Remaining 2020 Meeting Dates (4th Wednesday unless noted otherwise

- October 28 (4th Wednesday)
- November 18 (3rd Wednesday)
- December 16 (3rd Wednesday)