

Minutes
North United Methodist Church
BOARD OF DIRECTORS MEETING
December 16, 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. Opening Devotion – Pastor Darren opened the meeting with prayer.
2. Introduction of new board members – Jessica White, Church Treasurer, Orson Mason, Vice-Chair.
3. Roll Call – The following members were present: Ron Gifford, Marie Powell, Troy Barker, Jack Leonard, Jacqueline Blackwell Leonard, Jeff Bonner, Peter Chen, Jeff Eggert, and Garland Graves; Ex Officio Darren Cushman Wood and John Drake.
4. Approval of minutes of November 18, 2020 meeting and the Annual Charge Conference - Both Board minutes and Charge Conference minutes were approved by unanimous consent.
5. Committee Reports
 - Finance:
 - Stewardship Campaign
 - 93% or 204 previous pledging units have responded with pledges totaling \$933,400.
 - 2021 Annual goal is \$1,003,716 in pledges.
 - Still hopeful for responses for twenty or so additional pledges. Receipt of those outstanding pledges will close the gap towards the pledge goal.
 - Follow up letters have been sent to outstanding donors.

- 2021 Budget planning

The budget is near completion from an expense standpoint. The budget will be updated with projected income before the January board meeting. The budget will be reviewed, discussed during the January Board Meeting for approval.

- December 2020 Financial Report

**Notes to November 2020 Financial Statements
Prepared and submitted by John Drake**

Balance Sheet

Cash: \$ 616,573.66 as of November 30th compared to \$670,142.37 as of October 31st. Please note that we receive 30,000 per month via online giving. Please review the Cash Summary for November 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: \$12,225 under budget for November, and \$76,697 over budget YTD. The actual prior YTD pledge income was \$236,000 less than the actual current YTD pledge income.

Eighty-six Giving Units have contributed at more than 100% resulting in \$72,000 in funds received ahead of schedule. Of the eighty-six, fifty-two are above 100%. An additional 36 Giving Units have contributed 90% of their pledge so far.

Non-Pledge Contributions: \$5,005 under budget for November and \$63,411 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 by 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 \$8,997 under budget for November and \$61,100 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 November and \$12,083 over budget YTD due to the shifting of Wages to Housing Allowance.

Health Insurance: YTD is \$1,248 over budget for November. 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 \$3,972 over budget for the month. Water/Sewer was \$369 under budget for November and \$61 over budget YTD. Electricity was \$4,539 over budget for November and \$19 over budget YTD. One bill had to be paid twice. We will get credit.

Contracted Services: \$2,475 over budget for November and \$2,953 over Budget YTD.

Postage: \$0 over budget for November and \$1,310 over budget YTD. The additional expense for mailings to keep members informed on finances, and sending pledge cards on multiple occasions.

Audit: \$5,750 on Audit. The audit is complete.

Summary:

- Total revenue was \$19,671 under budget for November and \$42 under budget YTD but was \$87,000 more YTD than actual prior YTD revenue.
- Expenses were \$1,869 under budget for November and \$122,935 under budget YTD. The decrease in expenses for November and YTD is the result of staff attention to detail regarding the budget. Actual YTD expenses were \$184,000 less actual prior YTD expenses,
- The actual operating deficit through November was \$88,125 compared to \$370,000 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 ten 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.

- Trustees
 - Trustees did not meet in December.
 - Restrooms & Parlor Upgrades - Progress is being made with planning for restroom and parlor upgrades. James McQuiston, Andy Hein, and Chuck Teague are on point for this project. Plans are being submitted to the city and state for permitting, and contractors are being reviewed and contacted.
 - Slate Roof – the roof has some areas of needed repair. It is estimated we have 100 pieces of slate needing repair. It was mentioned that we have extra pieces of slate available from the last project, Jeff will follow up on this.

- Land Development

Ace Hardware has closed for business, and the property is up for sale. The asking price is \$1,100,000. The city/county has assessed the property at \$185,000. North will take a wait and see posture on this piece of property.

- Staff Parish Relations Committee

SPRC did not meet in December
 In January, SPRC will discuss in more detail the future of the Mission and Outreach position.
 The next SPRC meeting is scheduled for January 12, 2021.

- Ministries Council

No update or written report was provided.

- Leadership Development

The traditional consecration of new leaders and orientation will not occur as usual. Darren is considering a modified event for February 2021.

- Senior Pastor
 - Darren is planning to travel to Canada around the middle of January for two weeks.
 - Christmas eve service will be live streamed at 10:30
 - Youth service will be uploaded at noon on December 24th.
 - Darren acknowledged Ron for his many years of service to the board as he departs.

6. Meeting Adjournment at 6:35 PM