

Minutes
North United Methodist Church
BOARD OF DIRECTORS MEETING
December 20, 2017
5:30 p.m.

Members

Shannon Priddy, Chair
Ron Gifford, Vice Chair
Jim McDonald (SPRC)
Richard Kluger (Finance)
Kathleen Custer (LL/LD)
Jacqueline Blackwell (LL to AC)

John Drake, Treasurer
Eric Galloway (MC/LL)
Mark Grove, Secretary
Jeff Eggert (AL)
Mark Foglesong (AL)

Ex Officio

Darren Cushman Wood
Josh Jordan

Absent

Eric Oehler (Trustees)
Faustin N'tala (AL)

Guest

Alan Archibald (2018 MC/LL)

1. Pastor Darren opened the meeting with a prayer.
2. The minutes of the November 15th meeting were approved unanimously (Kathleen/Jim).
3. Update on Stewardship (Josh & Darren)
 - \$940,171.52 has been received in pledges as of December 17th. This is well ahead of the \$876,201.40 raised at this point last year. Other metrics include:
 - 259 total pledges (this time last year: 231).
 - 136 people have increased their pledges from last year.
 - 27 new pledges.
 - An additional \$77,644 in pledges is anticipated, based on a review of the list of those who pledged for 2017, are still attending and continue to give, and who have not yet pledged for 2018. These are seen as likely to still make a pledge for the new year.
 - Those on this list will be given gentle reminder calls from members of the Stewardship Committee in January. An earlier round of calls was successful in reducing the number of likely-but-yet-pledged donor units from 44 to the current 27.
 - When combined with those pledges already received, we anticipate the final pledge total will total approximately \$1,017,816.
 - Assuming an historical (and conservative) collection percentage of 93%, 2018 *actual* pledged income would be \$946,569. This is \$1,134 below the amount for collected pledges used in formulating the 2018 budget. *see below*
 - In January Cindy Dale and Josh will confirm those that North members who said they had or would set up recurring payments through EFT have done so, offering assistance if members desire.

4. 2018 Budget (Richard)

- Richard presented the budget as developed by the Finance Committee. *see final page below*
- While the overall cost of health insurance went up for the new year, the *net* cost increase in the budget is minimal due to one staff member moving to Medicare early in 2018. Consistent with policies outlined in the employee handbook, North will pay the cost of a Medicare supplement for this employee.
- 2% salary increases are being given to a number of staff.
- The budget reaches 50% of North's tithe/apportionment from the conference and district, up from 25% this year. Our goal is to pay 75% of the tithes in 2019 and 100% in 2020.
- We will have savings in property insurance as the result of changing insurance companies.
- The approximately \$207,000 budgetary shortfall between projected income and expenses will be covered as needed by money from the parsonage fund and two years of unspent PME unrestricted fund income (2017 and 2018).
 - While such supplemental sources allow us to balance the 2018 budget, we cannot rely on this model going forward. We need to increase revenue in future years.
- The 2018 budget as proposed by the Finance committee was adopted unanimously by the Board.

Additional budget-related discussion

- The church has separate capital and operating budgets. Given Board interest in its accountability and the need for a better understanding of **total** church expenditures, Josh will provide *both* budgets to the Board in January at which time members will decide how the information should be presented (integrated or kept as separate budgets) as well as frequency of presentation.

5. Committee/Board/Senior Pastor Reports

- Finance (Richard)
 - Pledged income collection for 2017 is ahead of schedule, though we fell short on other income from weddings and other fees (line 42010).
 - YTD we have saved \$56,000 in expenses.
 - Outsourced personnel are lower due to the shift of security in-house and savings in payroll processing.
 - Savings in heating fuel were offset by increased electrical costs.
- Trustees (Josh Jordan for Eric O.)
 - 2017 projects
 - Furnace installation is complete.
 - Several gutters and downspouts were repaired.
 - The slate roof and foundation were professionally inspected.

- 2018 projects
 - Phase 3 of air conditioning improvements (chapel and choir room). Estimates will be sought.
 - The Parlor is due for a new paint job which will include some drywall repair addressing water damage.
- Trustee Wish-List
 - Bridal room needs to be replaced.
 - The West entry could be “modernized.”
 - Main floor restrooms need replacing, particularly those near the Parlor.
 - Board members noted that restrooms are a significant factor in forming first impressions for church visitors. In addition to being old, we lack ADA compliance in terms of access to the restrooms (as well as our current West entry ramp).
 - Chuck Teague is interested in any additional suggestions the Board and others may have regarding a R & R wish-list.
 - Board members thought the Trustees might want to hold off on a detailed discussion of the West entry as the *North* entry near the Chapel would presumably be serving more traffic assuming the parking lot is expanded as part of the Land Development initiative. As a result, the two entries should be considered as part of a package, but for how use patterns may change and as a result, any upgrades or other changes that would be needed.
 - The Hospitality Committee and Ministries Council should be included in those discussions as well as consulted for any other wish-list additions (or suggested priorities).
- Staff Parish Relations Committee *SPRC* (Jim)
 - The final *SPRC* meeting of 2017 was held on December 12th. The two major items of business were:
 - Approval of Mark Gilgallon's request for extended professional development opportunities in 2018 (roughly involving four 2-week periods during the year).
 - An Executive Session to discuss the results of our 2017 pastor performance evaluations.
 - David Wills (incoming Chair of *SPRC* in 2018), Shannon Priddy, and Jim will present and discuss the results with Pastor Darren.
 - David Wills and Jim had a lengthy and fruitful meeting early this week to review plans to insure a smooth transition of leadership of *SPRC* for 2018.
 - Darren noted that North is still advertising the vacant Minister of Visitation position. We will review recruiting strategies in the New Year, including whether or not the position might return to that of Parish Nurse as a way to attract more applicants.

- Ministries Council (Eric G.)
 - The MC discussed the Advent Festival and members were pleased with attendance and the event overall.
 - Reviewed upcoming calendar through July 2018.
 - The MC received a petition that proposed North include the welcome statement periodically in the worship service. This was seen as an appropriate affirmation as well as providing additional context for North members and visitors who were not part of the RMN discussions and adoption of the welcome statement.
 - *North United Methodist Church is an open, inclusive, and welcoming church. We affirm that through God's redeeming love, all are one in Christ. YOU are welcome at North Church. (short version)*
 - The MC concurred and Darren is reviewing how that might be done, including incorporating statements and/or litanies that might be read together, etc.
- Leadership Development (Kathleen)
 - The committee did not meet in December.
 - Outgoing chairs/Board members were thanked for their services. In order to facilitate a smooth transition, outgoing chairs were encouraged to meet with their successors to hold a mini-orientation (*see SPRC report above*).
 - Leaving the Board are
 - Richard Kluger
 - Jim McDonald
 - Eric Galloway
 - Incoming Board Members
 - Jack Leonard (Treasurer)
 - David Wills (SPRC)
 - John Drake (from Finance)
 - Alan Archibald (Ministries Council/Co-Lay Leader)
 - Trustee representative *to be named in January*
- Chair (Shannon)
 - Shannon will follow-up with Land Use Task Force members regarding possible service on the new committee of the Board to help with the next phase of the project. [See October Board minutes.](#)
- Senior Pastor/Administrative (Darren)
 - Leadership Kickoff will be held Tuesday, January 23rd for all committee chairs, board members, and ministry leadership positions. Leaders will be recognized during services on January 28th.
 - On Christmas Eve we will begin to advertise five January/February Epiphany events through cards North members can give to friends as an encouragement to attend the special programming. Churches grow best as a result of personal invitations.
 - The new [NorthNet](#) is up and running and encouraging [sign-ups](#). We probably will have a tech support table in the lobby in January to sign people up on the spot. This is also an opportunity to update e-mail addresses as needed.

6. No Executive Session was held.

See [January 2015 minutes](#), page 6, item 7

2018 Meeting Dates

- January 24
- February 28
- March 28
- April 25
- May 23
- June 27
- July 25
- August 22
- September 26
- October 24
- November **28** *note change*
- December 19 (3rd Wednesday)

NORTH UNITED METHODIST CHURCH, INC.
FY 2018 BUDGET

Line #	DESCRIPTION	Proposed	Actual
		2018 BUDGET	2017 BUDGET
REVENUES			
	Prior-Year Pledges & Pre-Paid Pledges	\$ -	\$ -
41020	Current Year Pledges	\$ 947,703	\$ 924,588
41025	Pre-Paid Pledges	\$ -	
41030	Non-Pledge Contributions	\$ 130,000	\$ 130,000
41070	Contributions-Designated	\$ -	
41080	Grants/Foundations	\$ -	\$ -
42010	Fees/Registrations	\$ 10,000	\$ 29,570
42020	Sales	\$ 3,200	\$ 3,200
42030	Interest	\$ 500	\$ 500
42040	Gain/Loss on Sale of Investments		\$ -
42050	Rentals/Leases	\$ 6,000	\$ 4,700
45045	Other – Unrestricted Discretionary Fund	\$ -	
	TOTAL REVENUE	\$ 1,097,403	\$ 1,092,558
EXPENSES			
50010	Wages/Salaries	\$ 634,234	\$ 619,558
50020	Housing Allowance	\$ 36,000	\$ 36,000
50030	Social Security/Medicare	\$ 39,461	\$ 47,396
50040	Health Insurance	\$ 97,873	\$ 96,014
50050	Pension	\$ 40,000	\$ 35,000
50060	Contracted Services	\$ 24,000	\$ 39,150
50061	Sub Musician Pay	\$ 1,530	\$ 1,530
50070	Continuing Education	\$ 4,600	\$ 6,150
50080	Travel Reimbursement	\$ 6,200	\$ 6,200
52010	Office Supplies	\$ 5,500	\$ 5,500
52020	Postage	\$ 3,850	\$ 3,750
52030	Telephone/Internet	\$ 12,000	\$ 15,000
52040	Photocopy	\$ 20,400	\$ 20,200
52050	Printing/Design/Layout	\$ 1,550	\$ 1,450
52060	Technology Hardware/ Support	\$ 30,000	\$ 30,000
52070	Software/Support	\$ 5,000	\$ 6,000
52080	Banking Expenses	\$ 2,500	\$ 2,500
52090	Audit	\$ 16,500	\$ 16,250
52095	Consulting Fees	\$ -	\$ -
53000	Legal	\$ -	\$ -
53010	Ministry Supplies	\$ 16,750	\$ 16,991
53015	Curriculum	\$ 4,200	\$ 4,200
53020	Membership Fees	\$ 1,700	\$ 2,050
53030	Marketing/Advertising	\$ 6,500	\$ 6,500
53040	Food/Meals	\$ 15,450	\$ 12,550
53050	Lodging	\$ 4,000	\$ 4,000
53060	Honoraria	\$ 4,850	\$ 4,850
53070	Scholarships	\$ 750	\$ 750
53090	Registrations/Fees	\$ 2,950	\$ 2,600
54010	Books/Periodicals/Music	\$ 1,300	\$ 2,100
55010	Grants to Others	\$ 1,000	\$ 1,000
55020	Benevolences	\$ 500	\$ 500
55030	Conference Apportionment	\$ 60,691	\$ 30,691
55040	District Apportionment	\$ 9,604	\$ 4,604
56010	Rentals/Leases	\$ 3,000	\$ 3,000
56020	Electricity	\$ 64,800	\$ 55,250
56021	Water/Sewer	\$ 6,417	\$ 6,417
56025	Heating Fuel	\$ 13,000	\$ 23,000
56030	Insurance	\$ 28,000	\$ 43,957
56040	Janitorial Supplies	\$ 13,500	\$ 13,500
56050	Building Materials	\$ 5,000	\$ 5,000
56055	B&G Contracted Services	\$ 16,480	\$ 16,480
56060	Repairs-Building/Eqpt	\$ 24,000	\$ 24,000
56065	Grounds Upkeep	\$ 14,420	\$ 14,420
56070	Equipment/Furnishings Purchase	\$ 1,500	\$ 1,500
56080	Vehicle Gasoline	\$ 800	\$ 1,500
56085	Vehicle Upkeep/Repair	\$ 600	\$ 600
56090	Trash Removal	\$ 1,200	\$ 1,200
	TOTAL EXPENSES	\$ 1,304,160	\$ 1,290,858
	Projected Shortfall	\$ (206,757)	\$ (198,300)
45045	Other Sources	\$ 218,716	\$ 199,066
	TOTAL EXCESS INCOME/(EXPENSE)	\$ 11,959	\$ 766