

Finance Committee Minutes

June 23, 2022

6:00 p.m.

Members Present:

Kevin Baker, Marilyn Boyce, Kevin Frazier, Roger Fulp, Peter Gante (Chair), Annette Harpine, Joann Kopanski, John McLean, Tonya Morton, Tom Scholl, Tammy Taylor

Peter Gante called the meeting to order at 6:05 p.m. He lit the Christ candle and Marilyn Boyce opened with prayer.

Old Business

April 28, 2022, Finance Committee Meeting Minutes

The committee reviewed the minutes from the April 28, 2022, meeting. There were no changes or corrections, and the **committee approved the minutes** as written.

April Financial Reports

The April 2022 Financial Summary was reviewed by the committee. April income totaled **\$87,236** and expenditures were **\$100,155**, for a **deficit** of **\$12,918**.

The YTD income as of April 30 was **\$352,516** and YTD expenditures were **\$420,656** for a YTD deficit of **\$68,140**. This includes the \$25,000 transfer from the child care fund.

April Child Care Financial Report

The beginning GL balance for the child care fund for the month of April 2022 was **\$19,786** with a surplus of **\$6,806**. The ending balance for the child care fund at April 30 was **\$26,592** which is inclusive of the \$25,000 quarterly transfer to the general fund.

Technology Credit

The April Statement of Income and Expenditures 2022 shows a negative \$615.25 under the "Technology Improvements" line item. This is because a previously purchased item was returned, so this is a credit in the amount of **\$615.25**.

Fixed and Adjustable Budget Categories

The committee reviewed a handout showing the fixed and adjustable cost centers for the church budgets from 2018 through 2022, including the percentage of the budget for each one.

New Business

May Financial Reports

The May 2022 Financial Summary was reviewed by the committee. May income totaled **\$82,921** and expenditures were **\$95,015**, for a **deficit** of **\$12,094** at the end of May.

The YTD income is **\$435,438** and YTD expenditures were **\$515,671** for a YTD deficit of **\$80,233** at the end of May.

At the end of June the general fund will receive a transfer in the amount of **\$25,000** from the child care fund.

Child Care Financial Report

The beginning GL balance for the child care fund for the month of May 2022 was **\$26,592** with a surplus of **\$11,563**. The ending balance for the child care fund at May 31 was **\$38,155**.

Fund Analysis by Month

The committee reviewed the handout of the Fund Analysis by Month for May 2022. This spreadsheet shows the pledged and unpledged amounts for the year. So far this year February has been the best month for giving. It was noted that \$35,000-\$50,000 is given, on average, in "loose change" throughout the year which is not reflected on this chart.

Discussion on Current Budget Status

Pastor Kevin met with the Stewardship, Communications, and First Impressions Committees to discuss ideas for increasing the church membership and giving and determine strategies towards that goal. Peter discussed his concerns over the church's negative fund balance of \$80,233. Last year the \$72,000 end-of-year deficit was covered by the Paycheck Protection Program (PPP) funds provided by the federal government during the COVID-19 pandemic. That transfer reduced the PPP fund to \$87,000. The prior year reserves fund balance is currently \$132,000.

Pastor Kevin discussed his meeting with the Stewardship, Communications, and First Impressions Committees. He also discussed the need to have renewed efforts in paying off the remaining mortgage, which is currently approximately \$1.3 million.

Members of the committee discussed, at length, the concerns over the state of the budget. The Finance Committee will meet again in July and will discuss any adjustments to the church budget that may be necessary at that time to ensure expenditures are met.

Child Care Worker Raise

Peter discussed that in 2019 the Child Care Advisory Committee recommended a \$1.00 per hour raise for the child care workers with a \$0.50 per hour raise every 6 months thereafter until the \$15 minimum was reached. In November 2021 the \$1.00 per hour raise was given to the workers; however, the \$0.50 raises have not been given to date. Since then, the manager and the advisory committee have decided not to give the raise due to the lack of confidence in the ability to sustain it. The

child care workers have, however, been receiving bonuses on a regular basis from the COVID stabilization grant (which will go away after next quarter).

Associate Pastor Housing Allowance

The current housing allowance for the Associate Pastor is \$1,371 per month. The \$2,500 from the "CEU Reimbursement-Associate Pastor" line item will be transferred to the housing allowance line item. This will increase the monthly allowance to \$1,538 per month. Any rent over that amount will come from the Associate Pastor's base pay.

Four-Year Comparison of EOY Status

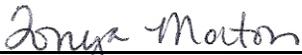
A handout was provided showing the four-year comparison of the end-of-year budget status.

CC COVID (Grants) Spreadsheets

Peter and Christy developed a list of items to improve bookkeeping processes for the child care center as identified during the internal review. The Child Care Committee met and approved the procedures and they will be implemented in August 2022.

Adjournment

There being no further business, the meeting adjourned at 6:50 p.m. and Pastor Kevin closed the meeting with prayer.



Tonya Morton, Recording Secretary