

Agape' MCC Board of Directors Meeting Minutes
February 12, 2018

The **Opening Prayer** was led by Rev. David Wynn.

Establish Quorum – Leigh Wolfer, Cassy Batts, Amy Ashton, Melisa Price, Rev. David Wynn, Lisa Davenport and EJ Hudzina and Ward Thulin were present at the meeting. The quorum was established.

The Meeting was called to Order at 7:04 by Vice Moderator Cassy Batts

Approval of Agenda was motioned by Melisa Price and seconded by Ward Thulin. Motion passed.

Recognition of Guests: No guests or visitors were present at the meeting.

Items approved/resolved by Email:

January 11, 2018 – The BOD approved the January 08, 2017 Meeting Minutes.

Reports:

1) **Security Team Report** – The team is meeting with Sgt. Stokes bi-weekly. Limiting access, cameras repaired, iPads being used to monitor cameras and parking lot is patrolled during service. The security team will be purchasing radios with earpieces so they can hear all notifications. Phil is making quick locks for the glass doors. Sgt. Stokes will be meeting with the BOD in the near future.

2) **Treasurer's Report** – February 2018 (January 2018 Financials) – Lisa Davenport
The treasurer report was not ready for presentation to the Board. Lisa will be sending by email to the BOD this week for approval. Electric Bill is past due (\$547 and \$116) and payroll taxes are due the 15th of every month (\$965).

QuickBooks. Desktop version requires payment when there is an update to the software which occurs every two years. The payroll module for QuickBooks is renewable every year in February at a cost of \$415. This item will be added to the BOD calendar, so we can plan for this re-occurring expense.

Open Discussion:

1) **Spring Fund Raiser** – GraceGraysGoodDeeds

How do we describe the fund raiser to others? Crisis fund for the underserved/overlooked people.

We need to identify how the money will be used and what makes our efforts different from other organizations.

Need a children area with games and a paid individual to watch the kids.

Ward and Cassy will work with the restaurant to set up a limited menu for our guests with a flat fee.

Need flyer and letter with a script.

Need to come up with a theme for the fund raiser.

Door charge \$5.00. Lisa O'Grady's band will be playing.

Location Fat Daddy's

Time 3-7

Food Special limited menu items

Entertainment RockFlight

Purpose:

Raise money

Raise awareness

Make new friends

Connect with old friends

Engage our community to work towards a single goal

Assignments and items discussed at the last Fund Raiser meeting:

Ward negotiated the menu and will be point for our venue

Lisa D will monitor our budget and expenses for the event

EJ and Lisa D will handle tickets, entry cash, and all things sign in

Melisa will introduce and monitor using Simple Give for the event, including placement options for marketing.

Melisa to help create a good mailing list for the event with the help of Cassy Amy and Kathy Munn.

All hands will help with mailing.

Constant Contact will be used for mailing event invites and reminders

Leigh to create notes from all meetings for posting and distributing via email and on our bulletin board

Congregation will be invited to attend all meetings from this point fwd.

Amy to create FB page and work with Melisa to assure payment tab is in place

Cassy to purchase Domain and look for simple landing page as well as price out postcards

Cassy to work with Kathy Munn to advertise on our website.

Leigh is to create an email account for the Fund (gmail account)

Need to purchase month to month cell phone for contact publication.

Action Items:

Goal of \$20K

2/12 review and approve request letter

2/13 send all info to Ward for his Marketing co-worker to create flyer/logo/name

2/25 deadline to have marketing in full swing and flyers ready to pass out and letter ready for mailing

Next meeting agenda items:

Inform and share

Create ToDo's

Old Business:**1) Servant Keeper payment application, Simple Gifts, versus Push Pay status.**

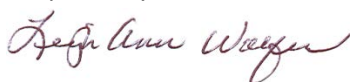
Does Simple Give charge a batch fee when money is sent to our bank?

How often is money is sent from Simple Give?

2) Community Garden status. Previous discussion included that this will be a 5-step process that the USDA will step us through. Amy is working with our County Rep., Michael Brooks. He will be out to test our soil and help us complete the paper work for the grant. Amy is still trying to contact Michael Brooks.**New Business:****1) Calendar review.**

Motion to adjourn meeting made by Leigh Wolfer. Melisa Price Seconded. Motion passed. The meeting adjourned at 9:25 PM.

Respectfully submitted,



Leigh Wolfer, Clerk

Agape' MCC Board of Directors

February	Sunday	4-Feb	Worship 10:30 AM - Birthday Sunday
	Monday	5-Feb	Grace Gray Fund Raiser Organizational Meeting 7:00-8:30 (Staff ONLY)
	Wednesday	7-Feb	Game Night 7PM
	Sunday	11-Feb	Worship 10:30 AM
	Monday	12-Feb	WP 6PM / BOD Meeting 7PM
	Wednesday	14-Feb	Ash Wednesday Service - 7PM (Valentine's Day)
	Sunday	18-Feb	Worship 10:30 AM
	Monday	19-Feb	Grace Gray Fund Raiser Meeting 7:00-8:30PM - Open Meeting
	Wednesday	21-Feb	Arts and Crafts 7PM
	Sunday	25-Feb	Worship 10:30 AM - Meet and Eat Chili Cook-off
	Wednesday	28-Feb	Care Night 7PM
March	Sunday	4-Mar	Worship 10:30 AM - Birthday Sunday
	Monday	5-Mar	Grace Gray Fund Raiser Meeting 7:00-8:30PM - Open Meeting
	Wednesday	7-Mar	Meditation and Study 7:00PM
	Sunday	11-Mar	Worship 10:30 AM-Daylight Savings Begins
	Monday	13-Mar	BOD Meeting 7PM
	Wednesday	14-Mar	Game Night 7PM
	Saturday	17-Mar	Work Day 9AM-1PM
	Sunday	18-Mar	Worship 10:30 AM
	Monday	19-Mar	Grace Gray Fund Raiser Meeting 7:00-8:30PM - Open Meeting
	Wednesday	21-Mar	Arts and Crafts 7PM
	Saturday	24-Mar	ALT Work Day 9am-1pm
	Sunday	25-Mar	Palm Sunday - Worship 10:30 AM / Meet and Eat
	Wednesday	28-Mar	Care Night (Easter Egg Prep) 7:00PM
	Thursday	29-Mar	Seder Dinner 7PM
	Friday	30-Mar	Good Friday Service 7PM
	Saturday	31-Mar	Easter Egg Hunt 10:00AM - 1:00PM
April	Sunday	1-Apr	Easter Sunday Worship 10:30 AM / Happy Birthday Day

Agape' Metropolitan Community Church
Treasurer's Report
January 31, 2018

Attached are the January 2018 Financial Reports

January Attendance	53
December Attendance	<u>48</u>
Variance Up / (Down)	<u><u>5</u></u>

Income & Expense Variance:	Actual	Jan-18 Budgeted	Variance
Tithes	7,048.49	6,582.35	466.14
Other	524.43	713.02	(188.59)
Total Income	<u>7,572.92</u>	<u>7,295.37</u>	<u>277.55</u>
 Total Expenses	 <u>8,279.90</u>	 <u>7,581.26</u>	 <u>698.64</u>
 Variance (Over) / Below Budget	 <u><u>(706.98)</u></u>	 <u><u>(285.89)</u></u>	 <u><u>(421.09)</u></u>

Accounts Payable	5,332.44
M Wilkerson Scholarship Fund	2,144.91
Benevolence Fund	(385.53)

Respectfully Submitted,

Lisa A Davenport
Treasurer, Agape MCC Board

Agape' Metropolitan Community Church
Balance Sheet
As of January 31, 2018

	Jan 31, 18
ASSETS	
Current Assets	
Checking/Savings	
Chase - Savings	54.47
Chase - Debit Card	51.55
Chase - Operating	718.29
Total Checking/Savings	824.31
Other Current Assets	
NFS - M Wilkerson Scholarship F	2,320.78
Total Other Current Assets	2,320.78
Total Current Assets	3,145.09
Fixed Assets	
Land	158,000.00
Building	536,270.00
Total Fixed Assets	694,270.00
Other Assets	
Grounds	2,425.00
Electronics	14,305.00
Artwork	12,620.00
Books	5,000.00
Fixtures	18,575.00
Furniture	38,885.00
Kitchen Equipment	2,926.00
Maintenance Equip	5,555.00
Office Equipment/Supplies	8,499.32
Music	26,004.66
Total Other Assets	134,794.98
TOTAL ASSETS	832,210.07
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	5,332.44
Total Accounts Payable	5,332.44
Other Current Liabilities	
Scholarship Awards	2,144.91
Benevolence Fund	-385.53
Payroll Liabilities	925.12
Total Other Current Liabilities	2,684.50
Total Current Liabilities	8,016.94
Total Liabilities	8,016.94
Equity	
Opening Bal Donations	448,764.47
Donations	376,135.64
Net Income	-706.98
Total Equity	824,193.13
TOTAL LIABILITIES & EQUITY	832,210.07

Agape' Metropolitan Community Church
Profit & Loss Budget vs. Actual
January 2018

	Jan 18	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Gas Royalty	0.00	355.80	-355.80
Other Income	434.43	357.21	77.22
Interest Income	0.00	0.01	-0.01
Tithes/Offerings			
Sunday AM Service	7,048.49	6,582.35	466.14
Total Tithes/Offerings	7,048.49	6,582.35	466.14
Miscellaneous Income			
Fund Raising	0.00	0.00	0.00
Meet and Eat	90.00	0.00	90.00
Total Miscellaneous Income	90.00	0.00	90.00
Total Income	7,572.92	7,295.37	277.55
Expense			
Bank Service Charges	84.55	120.85	-36.30
Pride	0.00	0.00	0.00
Music Program			
Equipment Repairs - Music	0.00	0.00	0.00
Copyrights	0.00	0.00	0.00
Total Music Program	0.00	0.00	0.00
Worship			
Other Pastor's	0.00	0.00	0.00
Total Worship	0.00	0.00	0.00
Administrative Expenses			
Clergy License	0.00	0.00	0.00
Recognition	0.00	0.00	0.00
Internet/Computers	95.00	95.00	0.00
Telephone	54.51	47.12	7.39
Office Supplies	0.00	0.00	0.00
Total Administrative Expenses	149.51	142.12	7.39
Property Management			
Taxes - Mineral Rights	0.00	0.00	0.00
Building Repair	0.00	63.00	-63.00
Security Expense	173.85	164.55	9.30
Dumpster Service	0.00	102.99	-102.99
Utilities			
Gas	683.10	316.50	366.60
Water	177.17	187.50	-10.33
Electric - Security Light	111.22	55.39	55.83
Electric - Church	599.84	271.49	328.35
Total Utilities	1,571.33	830.88	740.45
Insurance-Multi Peril	570.14	331.01	239.13
Total Property Management	2,315.32	1,492.43	822.89
Tithes			
Pension	0.00	211.50	-211.50
UFMCC	233.05	228.90	4.15
Total Tithes	233.05	440.40	-207.35

Agape' Metropolitan Community Church
Profit & Loss Budget vs. Actual
January 2018

	Jan 18	Budget	\$ Over Budget
Payroll Expenses			
Payroll Taxes	290.06	290.06	0.00
Senior Pastor	3,791.66	3,791.66	0.00
Direct Deposit Fees	2.17	0.00	2.17
Housing	1,300.00	1,300.00	0.00
Health Insurance	113.58	0.00	113.58
Payroll Expenses - Other	0.00	3.74	-3.74
Total Payroll Expenses	5,497.47	5,385.46	112.01
Total Expense	8,279.90	7,581.26	698.64
Net Ordinary Income	-706.98	-285.89	-421.09
Net Income	-706.98	-285.89	-421.09