

Agape' MCC Board of Directors Meeting Minutes

June 12, 2017

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

The Meeting was called to Order at 7:30 by Vice Moderator Cassy Batts

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

Approval of Agenda was motioned by Lisa Davenport and seconded by EJ Hudzina. Motion passed

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

Reports:

1) Treasurer's Report May 2017 Financials – Amy Ashton

The approval of the Treasurer's Report was motioned by Leigh Wolfer and seconded by Ward Thulin. Motion passed.

Items approved/resolved by Email:

1) May 18, 2017 – Board Minutes approved via email.

2) June 9, 2017 – The BOD voted to pay the PushPay annual subscription fee for the year to receive a \$300 discount.

Old Business:

1) Property Maintenance

- Update on LED Dimmer light switches in sanctuary. The light switch cannot be updated due to aged electrical wiring issues in the Sanctuary. For now, the fan lights will remain off to resolve the issue with the flickering lights.
- Workday project completion status from June 10, 2017 clean up. The key projects were completed including the cleanup of the Labyrinth, mowing, trimming and the area around the AC units cleaned of debris.

2) Securing the Property

Creating a guideline (SOP) that specifies what action is to be taken when intentional damage done to Agape' property. This item is complete and will be discussed at the BOD Policy Workday TBD.

3) **Favored Hospitality** progress update – Favored Hospitality is now required to file for a Zoning Permit from the City of Forrest Hill in order to have their business license approved. The church is currently zoned for multi-family.

4) **Push Pay** – Push Pay is continuing to review our guarantee agreement determining if we meet the criteria for a refund. The Board agreed we need to re-launch the PushPay app to our community and really emphasize the value of using the app to pay tithes or donate special gifts.

New Business:

1) Discussion regarding the new "**Vision Committee**" idea and outline for 2017.

- Holiday project with Danni DeVara in the Philippines was discussed. There is a need for clothes and toys for the indigent children. Rather than collect items due to the shipping expense, the Board agreed to collect funds to send. The Board also discussed and agreed we should make handmade Christmas cards to the children. These cards will need to be shipped early in November 2017 to have them received on time for Christmas.

- The Board committed to the October Community Fundraiser and Artisan craft nights. Julia will be present at the June 14, 2017 Craft night to kick off plans for the Community Fundraiser. The suggestion was made that the fund be named the "Community Crisis Fund" to better identify the intentions for the raised money. Cassy suggested we prepare a detailed list of how we have helped families in crisis in the past and that we identify at least two other organizations that will benefit from the raised funds.

2) ADT Alarm calls on the AC units. There have been 4 calls the past 7 days. ADT is scheduled to repair the system June 14, 2017 between noon and 5:00 PM. Rev. David is available to meet the technician.

3) Midyear Board Retreat confirmed for Saturday July 15, 2017 9:00AM-3:00PM followed by a gathering with BOD spouses.

4) The BOD reviewed the church calendar and added additional workdays for Saturday, August 12, 2017 8:00AM-12:00PM and Saturday, October 28, 2017 9:00AM-1:00PM.

Motion to adjourn was made by Leigh Wolfer and seconded by EJ Hudzina. The motion passed and the meeting was adjourned at 10:00PM.

Respectfully submitted,



Leigh Wolfer, Clerk

Agape' MCC Board of Directors

**Agape' Metropolitan Community Church
Treasurer's Report
May 31, 2017**

Attached are the May 2017 Financial Reports

May Attendance	49
April Attendance	57
Variance Up / (Down)	<u>(8)</u>

Income & Expense Variance:	Actual	May-17 Budgeted	Variance
Tithes	29,563.20	27,804.19	1,759.01
Other	9,504.67	12,106.65	(2,601.98)
Total Income	<u>39,067.87</u>	<u>39,910.84</u>	<u>(842.97)</u>
Total Expenses	<u>38,276.08</u>	<u>39,583.62</u>	<u>(1,307.54)</u>
Variance (Over) / Below Budget	<u>791.79</u>	<u>327.22</u>	<u>464.57</u>

Accounts Payable	3,898.22
M Wilkerson Scholarship Fund	1,000.00
Benevolence Fund	2,054.27
Esparza Family Benevolence	-

Respectfully Submitted,

Amy Ashton
Treasurer, Agape MCC Board

Agape' Metropolitan Community Church
A/P Aging Detail
 As of June 4, 2017

Type	Date	Num	Name	Due Date	Aging	Open Balance
Current						
Bill	05/22/2017	June 2...	Charter Communica...	06/06/2017		124.29
Bill	05/25/2017	#2	Church Mutual	06/14/2017		562.14
Bill	06/04/2017	June 2...	CCLI	06/24/2017		208.00
Total Current						894.43
1 - 30						
Total 1 - 30						
31 - 60						
Bill	04/02/2017	March...	UFMCC	04/12/2017	53	198.33
Bill	04/02/2017	1st Qtr...	UFMCC Board of Pe...	04/17/2017	48	211.50
Total 31 - 60						409.83
61 - 90						
Bill	03/05/2017	Feb 2...	UFMCC	03/15/2017	81	279.66
Total 61 - 90						279.66
> 90						
Bill	07/16/2016	May 2...	UFMCC	07/26/2016	313	373.76
Bill	07/16/2016	June 2...	UFMCC	07/26/2016	313	288.66
Bill	08/10/2016	July 2...	UFMCC	08/20/2016	288	231.88
Bill	09/01/2016	Augus...	UFMCC	09/11/2016	266	242.76
Bill	10/05/2016	Sept 2...	UFMCC	10/15/2016	232	245.76
Bill	11/06/2016	Octob...	UFMCC	11/16/2016	200	282.90
Bill	12/04/2016	Nov 2...	UFMCC	12/14/2016	172	218.42
Bill	01/10/2017	Dec 2...	UFMCC	01/20/2017	135	228.90
Bill	02/05/2017	Jan 20...	UFMCC	02/15/2017	109	221.76
Total > 90						2,334.80
TOTAL						3,918.72

Agape' Metropolitan Community Church
Balance Sheet
As of May 31, 2017

	May 31, 17
ASSETS	
Current Assets	
Checking/Savings	
Chase - Savings	1,131.43
Chase - Debit Card	25.87
Chase - Operating	687.15
Total Checking/Savings	1,844.45
Other Current Assets	
Receivables	2,209.80
NFS - M Wilkerson Scholarship F	2,015.51
Total Other Current Assets	4,225.31
Total Current Assets	6,069.76
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	8,462.18
Music	26,004.66
Total Other Assets	134,757.84
TOTAL ASSETS	835,097.60
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	3,898.22
Total Accounts Payable	3,898.22
Other Current Liabilities	
Scholarship Awards	1,000.00
Benevolence Fund	2,054.27
Payroll Liabilities	962.12
Total Other Current Liabilities	4,016.39
Total Current Liabilities	7,914.61
Total Liabilities	7,914.61
Equity	
Opening Bal Equity	448,764.47
Retained Earnings	377,626.73
Net Income	791.79
Total Equity	827,182.99
TOTAL LIABILITIES & EQUITY	835,097.60

Agape' Metropolitan Community Church
Profit & Loss Budget vs. Actual
May 2017

06/04/17

Accrual Basis

	May 17	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Gas Royalty	595.25	250.00	345.25
Rent	0.00	800.00	-800.00
Other Income	363.25	1,250.00	-886.75
Interest Income	0.16		
Tithes/Offerings			
Seasonal Services	0.00	0.00	0.00
Sunday AM Service	5,657.00	5,510.83	146.17
Total Tithes/Offerings	5,657.00	5,510.83	146.17
Miscellaneous Income			
Fund Raising	0.00	121.33	-121.33
Meet and Eat	137.00		
Total Miscellaneous Income	137.00	121.33	15.67
Total Income	6,752.66	7,932.16	-1,179.50
Expense			
Bank Service Charges	106.96	80.00	26.96
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
Administrative Expenses			
Clergy License	0.00	0.00	0.00
Internet/Computers	95.00	70.00	25.00
Telephone	54.29	86.00	-31.71
Office Supplies	0.00	0.00	0.00
Total Administrative Expenses	149.29	156.00	-6.71
Property Management			
Taxes - Mineral Rights	0.00	0.00	0.00
Building Repair	63.00	0.00	63.00
Security Expense	164.55	125.00	39.55
Dumpster Service	106.06	110.17	-4.11
Utilities			
Gas	75.08	177.25	-102.17
Water	187.50	208.67	-21.17
Electric - Security Light	55.39	65.00	-9.61
Electric - Church	305.25	491.67	-186.42
Total Utilities	623.22	942.59	-319.37
Insurance-Multi Peril	1,132.28	416.67	715.61
Total Property Management	2,089.11	1,594.43	494.68
Tithes			
Pension	0.00	74.25	-74.25
UFMCC	0.00	333.15	-333.15
Total Tithes	0.00	407.40	-407.40
Payroll Expenses			
Payroll Taxes	290.06	307.15	-17.09
Senior Pastor	3,791.66	3,791.67	-0.01
Direct Deposit Fees	2.17	6.19	-4.02
Simple IRA Match	0.00	0.00	0.00
Housing	1,300.00	1,300.00	0.00
Health Insurance	167.17	200.00	-32.83
Payroll Expenses - Other	0.00	0.00	0.00
Total Payroll Expenses	5,551.06	5,605.01	-53.95

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Agape' Metropolitan Community Church
Profit & Loss Budget vs. Actual
May 2017

06/04/17

Accrual Basis

	<u>May 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Total Expense	7,896.42	7,842.84	53.58
Net Ordinary Income	-1,143.76	89.32	-1,233.08
Net Income	<u>-1,143.76</u>	<u>89.32</u>	<u>-1,233.08</u>

Agape' Metropolitan Community Church
Profit & Loss Budget vs. Actual
 January through May 2017

06/04/17

Accrual Basis

	Jan - May 17	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Gas Royalty	2,084.81	1,250.00	834.81
Rent	0.00	4,000.00	-4,000.00
Other Income	7,282.60	6,250.00	1,032.60
Interest Income	0.26		
Tithes/Offerings			
Seasonal Services	0.00	250.00	-250.00
Sunday AM Service	29,563.20	27,554.19	2,009.01
Total Tithes/Offerings	29,563.20	27,804.19	1,759.01
Miscellaneous Income			
Fund Raising	0.00	606.65	-606.65
Meet and Eat	137.00		
Total Miscellaneous Income	137.00	606.65	-469.65
Total Income	39,067.87	39,910.84	-842.97
Expense			
Bank Service Charges	574.53	400.00	174.53
Music Program			
Equipment Repairs - Music	145.00	0.00	145.00
Copyrights	0.00	0.00	0.00
Total Music Program	145.00	0.00	145.00
Administrative Expenses			
Clergy License	0.00	0.00	0.00
Internet/Computers	475.00	350.00	125.00
Telephone	257.02	430.00	-172.98
Office Supplies	276.90	0.00	276.90
Total Administrative Expenses	1,008.92	780.00	228.92
Property Management			
Taxes - Mineral Rights	0.00	0.00	0.00
Building Repair	752.00	0.00	752.00
Security Expense	329.10	250.00	79.10
Dumpster Service	524.16	550.81	-26.65
Utilities			
Gas	934.78	886.25	48.53
Water	963.35	1,043.35	-80.00
Electric - Security Light	279.66	324.98	-45.32
Electric - Church	1,289.30	2,458.31	-1,169.01
Total Utilities	3,467.09	4,712.89	-1,245.80
Insurance-Multi Peril	2,367.03	2,083.35	283.68
Total Property Management	7,439.38	7,597.05	-157.67
Tithes			
Pension	423.00	371.25	51.75
UFMCC	928.65	1,665.75	-737.10
Total Tithes	1,351.65	2,037.00	-685.35
Payroll Expenses			
Payroll Taxes	1,450.31	1,535.73	-85.42
Senior Pastor	18,958.31	18,958.31	0.00
Direct Deposit Fees	6.51	30.95	-24.44
Simple IRA Match	0.00	744.58	-744.58
Housing	6,500.00	6,500.00	0.00
Health Insurance	835.86	1,000.00	-164.14
Payroll Expenses - Other	5.61	0.00	5.61
Total Payroll Expenses	27,756.60	28,769.57	-1,012.97

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06/04/17

Accrual Basis

Agape' Metropolitan Community Church
Profit & Loss Budget vs. Actual
January through May 2017

	<u>Jan - May 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Total Expense	38,276.08	39,583.62	-1,307.54
Net Ordinary Income	791.79	327.22	464.57
Net Income	<u>791.79</u>	<u>327.22</u>	<u>464.57</u>