

Agape' MCC Board of Directors Agenda
August 13, 2018

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

The Meeting was called to Order at 7:05 by Vice Moderator Cassy Batts.

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

Approval of Agenda was motioned by Cassy Batts and seconded by Rev. Wynn. Motion passed.

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

Items approved/resolved by Email:

July 24, 2018 – The BOD approved the July 16, 2018 Meeting Minutes with 1 abstention.

Reports:

1) **Security Team Report** – Lisa O'Grady

2) * **July Treasurer Report** Leigh Wolfer motioned to accept the Treasures Report. EJ Hudzina seconded. Motion passed.

3) * **August Cash Flow Report**

Bills are current. Borrowed funds have been returned to GGGD. Forest Hill Building Permit Application has been completed and will be mailed this week. Motion to approve Cash Flow Report was made by EJ Hudzina and seconded by Melisa Price. Motion passed.

Kathy Munn's Sam's club card will be transferred to Jim Simmons. Motion made by Cassy Batts. Seconded by Leigh Wolfer. Motion passed.

** Beginning June 2018, the current financial status and the previous month's financial statements will be separated. The current month will be discussed as Cash Flow and the previous month financials will be listed as Treasurer's Report.*

Discussion:

1) Security protocol for reporting incidents – create a text group for incidents that includes the BOD and designated Security Team Members so everyone is notified real time.

2) FunRaiser – Cassy Batts (dedication bricks) Our cost \$17.50 and the company will take single brick orders. Expand the brick from memoriam to anniversaries, birthdays, pets...whatever folks want to create. Agape began in 1970 and was chartered by MCC in 1972. The BOD discussed starting the Labyrinth walkway with an anniversary brick. Lisa O'Grady offered to coordinate the Fund Raiser. The BOD consensus was to move forward with the FunRaiser. The BOD decided on \$35 for the engraved brick and \$50 for engraving with picture.

3) Agape' Website Update – Current status and future of the website. SMAT Webdesign suggested we budget \$1000 for the website update. Does SMAT design have templates or websites for churches? Need outline for steps to begin design of a new site.

4) Recap discussion of the GGGD Funraiser and additional discussion regarding **how to manage, track and use the funds raised**. Next year we need to track individual donations to have a better idea of actual expenses. The date for 2019 will be **April 7** to pair with Good Deeds Day. Explore different locations to hold the

Funraiser. We will discuss how to manage, track and use the funds raised next month. Need to schedule separate meeting after the next Funraiser. Will discuss in more detail at the September BOD Meeting.

Old Business:

- 1) **Favored Hospitality** – State Application has been submitted and the state has a scheduled state inspection, Monday August 20th from 8-9:00 AM. The BOD needs to schedule a work day to ensure all the items on the inspection list are covered. FH is to email Cassy the inspection list however the list does not have specific information that would allow us to prepare the space.
- 2) **Church Keys** – Review the key holder list. EJ has reviewed the list all key holders are current members.
- 3) **Church Safety Action Items** – Status of forming a First Aid Team with Ward as the lead.
- 4) **GGGD Restaurant FunRaiser** at Fish City Grill, Mansfield Tuesday July 17, 2018. Have we received notification of the final total of funds raised? Fish City Grill is mailing the check this week but did not disclose the amount of the check.
- 5) **Review Social Hall Use contract.** Status for scheduling a separate meeting to discuss the contract, down payment and renter’s proof of insurance. We also need to verify our liability insurance coverage. Cassy and Lisa will review contract and bring revised contract back or BOD approval. St. Annes’ donated drinks and toilet paper. They will also help during the next workday. This is item pushed to the September BOD meeting.

New Business:

- 1) Special General Conference vote. David attended the Special GC Forum held August 6, 2018. There is a survey scheduled for August 20 to determine which “assessment” option is to be presented for the approval vote on November 7. The information regarding the survey was not communicated to either David or Kevin so they missed the registration deadline and will not participate in the survey.
- 2) Pride 2018 – Walking no vehicle \$125 before August 19, \$225 after early bird deadline. Vehicle with float or just vehicle with walkers is \$200 before August 19 after \$300. The BOD unanimously agreed we will not participate in the parade or the picnic. The BOD agreed that we should participate in the 2018 Parade of Lights, November 18 at 6:00PM. Registration for non-profit is \$75. The theme is “Through the Eyes of a Child”.
- 3) Cleaning the church. Jimmy Marshall has offered to clean the church with the understanding we do not have funds available to pay for the position. Do we want to talk to Jimmy and follow up on his offer?
- 3) Calendar Review. August addition: Movie Night, Saturday August 18 @6PM and Parade of Lights November 18, 2018.

September	Saturday	1-Sep	St. Anne’s Social Hall 3:00-7:00PM (Baby Shower)
	Sunday	2-Sep	Worship 10:30 AM-Birthday Sunday (Labor Day Weekend)
	Monday	3-Sep	Church Office Closed (no Worship Planning)
	Tuesday	4-Sep	Worship Planning 6PM
	Wednesday	5-Sep	Meditation and Study 7PM
	Saturday	8-Sep	St. Anne’s Mass
	Sunday	9-Sep	Worship 10:30 AM-Grandparent's Day

	Monday	10-Sep	BOD Meeting 7PM <i>(Review Membership List)</i>
	Wednesday	12-Sep	Game Night 7PM
	Sunday	16-Sep	Worship 10:30 AM
	Wednesday	19-Sep	Arts and Crafts 7PM
	Sunday	23-Sep	Worship 10:30 AM
	Wednesday	26-Sep	Care Night 7PM
	Saturday	29-Sep	Judy Hudson Art Class 9:00AM - 9:30PM / St. Anne's - Sanctuary
	Sunday	30-Sep	Communion Breakfast 10:30AM / "Recognition Breakfast"
October	Wednesday	3-Oct	Pet Blessing 7:00
	Saturday	6-Oct	Pride
	Sunday	7-Oct	Worship 10:30 AM / Pride
	Monday	8-Oct	BOD Meeting 7PM - 2019 Budget Review
	Wednesday	10-Oct	Game Night 7PM
	Sunday	14-Oct	Worship 10:30 AM / Birthday Sunday / <i>(Reports Due for Cong Packet)</i>
	Wednesday	17-Oct	Arts and Crafts 7PM
	Saturday	20-Oct	Work Day 9AM-1PM
	Sunday	21-Oct	Worship 10:30 AM
	Wednesday	24-Oct	Care Night 7:00
	Sunday	28-Oct	Worship 10:30AM / Meet and Eat "Fall Festival"
	Wednesday	31-Oct	Halloween - No Gathering
November	Sunday	4-Nov	Worship 10:30AM / Congregational Forum (DST Ends-Spring Forward!) B-day
	Wednesday	7-Nov	Meditation and Study 7PM
	Sunday	11-Nov	Worship 10:30 AM - Congregational Meeting
	Monday	12-Nov	BOD Meeting 7PM (Christmas Cards)
	Wednesday	14-Nov	Game Night 7PM
	Sunday	18-Nov	Worship 10:30 AM
	Wednesday	21-Nov	No Wednesday Night Gathering
	Sunday	25-Nov	Worship 10:30 AM - Decorate for Advent
	Wednesday	28-Nov	Care Night 7PM

Cassy Batts motioned to adjourn the meeting at 10:05PM. Leigh Wolfer seconded. Motion passed.

Respectfully submitted,



Leigh Wolfer, Clerk
Agape' MCC Board of Directors

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

Attached are the July 2018 Financial Reports

July Attendance	55
June Attendance	52
Variance Up / (Down)	<u>3</u>

Income & Expense Variance:	Actual	Jul-18 Budgeted	Variance
Tithes	44,619.42	40,581.90	4,037.52
Other	3,646.70	13,835.01	(10,188.31)
Total Income	<u>48,266.12</u>	<u>54,416.91</u>	<u>(6,150.79)</u>
 Total Expenses	 <u>47,984.42</u>	 <u>55,232.82</u>	 <u>(7,248.40)</u>
 Variance (Over) / Below Budget	 <u>281.70</u>	 <u>(815.91)</u>	 <u>1,097.61</u>

Accounts Payable	3,139.07
M Wilkerson Scholarship Fund	2,482.34
Benevolence Fund	3,861.33

Respectfully Submitted,

Lisa A Davenport
Treasurer, Agape MCC Board

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

	Jul 31, 18
ASSETS	
Current Assets	
Checking/Savings	
Chase - Savings	2,765.26
Chase - Debit Card	1.55
Chase - Operating	901.11
Total Checking/Savings	3,667.92
Other Current Assets	
NFS - M Wilkerson Scholarship F	2,482.34
Total Other Current Assets	2,482.34
Total Current Assets	6,150.26
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	835,215.24
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	3,139.07
Total Accounts Payable	3,139.07
Other Current Liabilities	
Scholarship Awards	2,144.91
Benevolence Fund	3,861.33
Payroll Liabilities	888.12
Total Other Current Liabilities	6,894.36
Total Current Liabilities	10,033.43
Total Liabilities	10,033.43
Equity	
Opening Bal Donations	448,764.47
Donations	376,135.64
Net Income	281.70
Total Equity	825,181.81
TOTAL LIABILITIES & EQUITY	835,215.24

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

	Jul 18	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Gas Royalty	190.70	554.46	-363.76
Other Income	310.99	2,321.79	-2,010.80
Interest Income	0.09	0.02	0.07
Tithes/Offerings			
Sunday AM Service	6,399.00	5,869.00	530.00
Total Tithes/Offerings	6,399.00	5,869.00	530.00
Miscellaneous Income			
Fund Raising	0.00	0.00	0.00
Meet and Eat	0.00	56.00	-56.00
Total Miscellaneous Income	0.00	56.00	-56.00
Total Income	6,900.78	8,801.27	-1,900.49
Expense			
Bank Service Charges	91.32	1,258.61	-1,167.29
Pride	0.00	250.00	-250.00
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	25.00	165.00	-140.00
Telephone	0.00	108.57	-108.57
Office Supplies	0.00	243.77	-243.77
Total Administrative Expenses	25.00	517.34	-492.34
Property Management			
Taxes - Mineral Rights	0.00	0.00	0.00
Building Repair	0.00	63.00	-63.00
Security Expense	0.00	173.85	-173.85
Dumpster Service	0.00	106.06	-106.06
Utilities			
Gas	53.31	57.15	-3.84
Water	190.19	223.97	-33.78
Electric - Security Light	67.56	55.39	12.17
Electric - Church	766.05	506.94	259.11
Total Utilities	1,077.11	843.45	233.66
Insurance-Multi Peril	506.77	570.14	-63.37
Total Property Management	1,583.88	1,756.50	-172.62
Tithes			
Pension	769.50	211.50	558.00
UFMCC	0.00	0.00	0.00
Total Tithes	769.50	211.50	558.00

10:00 AM

08/12/18

Accrual Basis

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

	<u>Jul 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>
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	2.17	0.00
Housing	1,300.00	1,300.00	0.00
Health Insurance	227.16	167.17	59.99
Payroll Expenses - Other	0.00	0.00	0.00
Total Payroll Expenses	<u>5,611.05</u>	<u>5,551.06</u>	<u>59.99</u>
Total Expense	<u>8,080.75</u>	<u>9,545.01</u>	<u>-1,464.26</u>
Net Ordinary Income	<u>-1,179.97</u>	<u>-743.74</u>	<u>-436.23</u>
Net Income	<u>-1,179.97</u>	<u>-743.74</u>	<u>-436.23</u>

Agape' Metropolitan Community Church

Profit & Loss Budget vs. Actual

January through July 2018

08/12/18

Accrual Basis

	Jan - Jul 18	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Gas Royalty	1,121.44	2,639.27	-1,517.83
Other Income	1,985.97	11,002.44	-9,016.47
Interest Income	0.29	0.30	-0.01
Tithes/Offerings			
Sunday AM Service	44,619.42	40,581.90	4,037.52
Total Tithes/Offerings	44,619.42	40,581.90	4,037.52
Miscellaneous Income			
Fund Raising	0.00	0.00	0.00
Meet and Eat	539.00	193.00	346.00
Total Miscellaneous Income	539.00	193.00	346.00
Total Income	48,266.12	54,416.91	-6,150.79
Expense			
Bank Service Charges	628.31	1,897.66	-1,269.35
Pride	0.00	250.00	-250.00
Music Program			
Equipment Repairs - Music	0.00	145.00	-145.00
Copyrights	216.00	208.00	8.00
Total Music Program	216.00	353.00	-137.00
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	665.00	665.00	0.00
Telephone	383.41	365.59	17.82
Office Supplies	0.00	520.67	-520.67
Total Administrative Expenses	1,048.41	1,551.26	-502.85
Property Management			
Taxes - Mineral Rights	0.00	0.00	0.00
Building Repair	507.00	878.00	-371.00
Security Expense	347.70	502.95	-155.25
Dumpster Service	0.00	736.28	-736.28
Utilities			
Gas	1,394.46	1,027.33	367.13
Water	1,259.72	1,394.24	-134.52
Electric - Security Light	473.15	393.15	80.00
Electric - Church	3,052.25	2,200.18	852.07
Total Utilities	6,179.58	5,014.90	1,164.68
Insurance-Multi Peril	2,893.52	3,515.31	-621.79
Total Property Management	9,927.80	10,647.44	-719.64
Tithes			
Pension	769.50	634.50	135.00
UFMCC	-3,684.91	928.65	-4,613.56
Total Tithes	-2,915.41	1,563.15	-4,478.56

10:01 AM

08/12/18

Accrual Basis

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

	<u>Jan - Jul 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Payroll Expenses			
Payroll Taxes	2,030.43	2,030.43	0.00
Senior Pastor	26,541.62	26,541.63	-0.01
Direct Deposit Fees	13.02	10.85	2.17
Housing	9,100.00	9,100.00	0.00
Health Insurance	977.88	1,281.79	-303.91
Payroll Expenses - Other	416.36	5.61	410.75
Total Payroll Expenses	<u>39,079.31</u>	<u>38,970.31</u>	<u>109.00</u>
Total Expense	<u>47,984.42</u>	<u>55,232.82</u>	<u>-7,248.40</u>
Net Ordinary Income	<u>281.70</u>	<u>-815.91</u>	<u>1,097.61</u>
Net Income	<u>281.70</u>	<u>-815.91</u>	<u>1,097.61</u>