

Agape' MCC Board of Directors Minutes
September 09, 2019

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

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

The Meeting was called to Order at 7:13 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:

August 14 2019 – The BOD approved the minutes from the August 12, 2019 BOD Meeting.

Reports:

- 1) **Security Team Report:** No report this month.
- 2) **August 2019 Treasurer Report:** Motion to approve the Treasurer's Report was made by Amy Ashton. Seconded by Melisa Price. Motion passed.
- 3) **September 2019 Cash Flow Report:** Motion to approve the Cash Flow Report was made by Amy Ashton. Seconded by Melisa Price. Motion passed.
- 4) **Simple Give/Zelle:** The tithe contributions from Simple Give for August \$3995 / YTD = \$18,941 / GGD - \$1.00

Congregational Meeting Items:

1) 2020 Budget:

Yard Maintenance: Paying \$180 each mowing visit and \$85 for each trimming visit currently paid by the Munn Account however funds are not unlimited. One suggestion is to take over mowing during peak growing season with volunteers and pay to have the trimming done. The trimming would take place of an entire day of volunteers doing it. Estimated budget for this recommendation from Cassy is \$2310 annually = 10 mowing and 6 trimming visits.

Saturday September 28 @10:00AM is scheduled for a budget workday to finalize the 2020 budget.

2) Election Applications: Review current applications, revise if needed, post ASAP to website. Application revisions have been completed and the applications are now available for pick up in the Narthex.

3) Church Inventory status: To be completed by year end. The inventory will be posted on the Agape' BOD Google Drive and a hard copy in the BOD safe.

4) Membership Review: The BOD reviewed the active membership list. Two members were changed from friend to active member status to correct the records and no members were removed. New membership class will be held September 29 following morning worship.

Old Business:

- 1) **Favored Hospitality Update** – Looking for first clients and finalizing their business plan. We will wait on next inspection before any further building updates will be started. We will get a bid for relocating the washer and dryer, which was flagged by the health inspector, into the storage room.
- 2) **Agape' Website** (Smat Web Designs) Update. Link available to review first draft.
<http://agapemcc.smathosting.com/>
Board reviewed the new website and approved the design. Cassy, Leigh and David will continue providing content for the website.
- 3) **Agape' MCC** being utilized as polling place. (David has the details). Parking lot must be repaired and restriped before we can be approved as a polling place. Workday is scheduled for September 29 following worship.
- 4) **Dream List Progress** (created at the 2019 BOD Retreat). The budget for property repairs is \$20,000.
 1. Repairing the eaves and soffits. Completed
 2. Parking lot repair. Bid resurfacing parking lot and restripe. Need to set time to review all bids and decide on repairs or replace of lot. We will have the sanctuary foundation checked before making decision on the parking lot repairs. **Will discuss during the October BOD Meeting.**
 3. Painting front of sanctuary including wood trim. **Cassy will get an estimate before the end of the month.**
 4. Scrape, re-texture, sheetrock and paint Narthex ceiling and update space. We have someone that has offered to donate their time and supplies to redo our lighting in the narthex when redoing the ceiling as well as someone volunteering to help with the wood wall. **Will have estimate by 9/11/2019.**
 5. Update Narthex women's restroom. Completed.
 6. We have had the roof inspection and he suggested either having the steeple resealed/tightened or removed and the steeple spotlights need repaired.
 7. Sanctuary Foundation has been inspected and nothing else can be done to change the issues to keep the cracks from happening, etc. **We will have another inspection for the Social Hall October 2019.**
 8. Media/Sound – media equipment is aging (computer and projectors) and we are out of space to add new microphones. The snake and sound board are at max capacity. Rachel is working with Lynn to redesign the layout of the sound system and increase the input capacity needed on stage. Rachel has identified system a wireless system to replace our existing system. As soon as Lynne and Rachel have had a chance to diagram the new system installation, work will begin. ETA for work to be done is end of September when we have a 5th Sunday and the sanctuary will not be in use. **Rachel Carr reported that we are on track for end of year completion.**
- 5) **GGGD** – Plan a date for the GGGD meeting and invite select people to attend for ideas. Pushed to October
- 6) **BOD Retreat Port Aransas, TX** – There are currently no dates available so we will wait for off season dates.
- 7) **Background Checks** – Current status and discussion regarding reassigning background check responsibility to Lisa O'Grady, current security team leader. Review options for company used to run checks. Public data is our current system and is updated once a year. We currently check criminal, TDL and sex offender for all states. Cassy Batts with check with FHPD Sgt. Stokes to see if there is a better site for background checks that updates more frequently. Pushed to October.

New Business:

1) New Security Camera Installation: Discussion regarding hiring a company/individual to install a new System. We will ask Lisa Davenport to contact ADT about installing cameras as part of our security system. Lisa O'Grady is contacting a recommended installation company for a bid.

2) Wednesday Night, September 25, Dinner Catered by Texas Freedom Network (TFN) with a short presentation by Rev. Erika Wilson about becoming a Reproductive Freedom Congregation followed by interactive Q and A.

3) Calendar Review:

Upcoming events: Membership Review – Mon 09/09/2019

Pet Blessing – Wednesday 10/02/2019 (add to attendance sheet and Update)

Reports due for Congregational Packet – Sunday 10/13/2019

Workday – Sat 10/19/2019

Budget, Audit Review and Applications due for Congregational Packet – Sun 10/20/2019

5th Sunday/Membership Class/New Membership Class – Sun Sept 29, 2019

Trunk or Treat – Sat Oct 26, 2019

Congregational Forum – Sun 11/03/2019 **(DST Ends)**

Congregational Meeting – Sun Nov 10, 2019

Leigh wolfer motioned for adjournment at 9:44PM. EJ Hudzina seconded. Motion passed.

Respectfully submitted,



Leigh Wolfer, Clerk

Agape' MCC Board of Directors

| | | | |
|------------------|------------------|--------------|--|
| September | Saturday | 1-Sep | Worship 10:30 AM (Labor Day Weekend) |
| | Monday | 2-Sep | Church Office Closed (No Worship Planning) |
| | Tuesday | 3-Sep | Worship Planning 6PM |
| | Wednesday | 4-Sep | Meditation and Study 7PM |
| | Sunday | 8-Sep | Worship 10:30 AM-Grandparent's Day / Birthday Sunday |
| | Monday | 9-Sep | BOD Meeting 7PM <i>(Review Membership List)</i> |
| | Wednesday | 12-Sep | Spirit Café 7PM |
| | Sunday | 15-Sep | Worship 10:30 AM |
| | Wednesday | 18-Sep | Spirit Café 7PM |
| | Sunday | 22-Sep | Worship 10:30 AM |
| | Wednesday | 25-Sep | Spirit Café 7PM |
| | Sunday | 29-Sep | Communion Breakfast 10:30AM / Heart to Heart/New Membership Class |
| October | Wednesday | 2-Oct | Pet Blessing 7:00 / Need to call Fish City Grill to set up FunRaiser |
| | Sunday | 6-Oct | Worship 10:30 AM / BOD Budget Review after church |
| | Monday | 7-Oct | WP 6:00PM |
| | Wednesday | 9-Oct | Spirit Café 7PM |
| | Sunday | 13-Oct | Worship 10:30 AM / Birthday Sunday / <i>(Reports Due for Cong Packet)</i> |
| | Monday | 14-Oct | WP 6:00PM / Board Meeting 7:00PM |
| | Wednesday | 16-Oct | Spirit Café 7PM |
| | Saturday | 19-Oct | Work Day 9AM-1PM |
| | Sunday | 20-Oct | Worship 10:30 AM <i>(Budget Due for Packet)</i> |
| | Wednesday | 23-Oct | Spirit Café 7PM |
| | Saturday | 26-Oct | Trunk or Treat - 6:00PM - 8:00PM |
| | Sunday | 27-Oct | Worship 10:30AM / Meet and Eat |
| November | Sunday | 3-Nov | Worship 10:30AM / Congregational Forum (DST Ends-Spring Forward!) B-day |
| | Wednesday | 6-Nov | Meditation and Study 7PM |
| | Sunday | 10-Nov | Worship 10:30 AM - Congregational Meeting |
| | Monday | 11-Nov | BOD Meeting 7PM (Christmas Cards) |
| | Wednesday | 13-Nov | Spirit Café 7PM |
| | Friday | 15-Nov | Judy Hudson Art Class - Narthex 8AM-5PM |
| | Saturday | 16-Nov | Judy Hudson Art Class - Narthex 8AM-5PM |
| | Sunday | 17-Nov | Worship 10:30 AM |
| | Wednesday | 20-Nov | No Wednesday Night Gathering |
| | Sunday | 24-Nov | Worship 10:30 AM - Decorate for Advent |
| | Wednesday | 27-Nov | Spirit Café 7PM |

Agape' Metropolitan Community Church
Treasurer's Report
August 31, 2019

Attached are the August 2019 Financial Reports

| | |
|----------------------|----------|
| August Attendance | 49 |
| July Attendance | 48 |
| Variance Up / (Down) | <u>1</u> |

| Income & Expense Variance: | Actual | Budgeted | Variance |
|---------------------------------------|-----------------------|----------------------|-----------------------|
| Tithes | 42,266.34 | 46,916.68 | (4,650.34) |
| Other | 23,922.67 | 18,706.00 | 5,216.67 |
| Total Income | <u>66,189.01</u> | <u>65,622.68</u> | 566.33 |
| Total Expenses | <u>70,183.55</u> | <u>65,136.20</u> | 5,047.35 |
| Variance (Over) / Below Budget | <u>(3,994.54)</u> | 486.48 | <u>(4,481.02)</u> |

| | |
|------------------------------|-----------------|
| Accounts Payable | 3,566.75 |
| M Wilkerson Scholarship Fund | 2,517.41 |
| Benevolence Fund | 3,855.54 |

Respectfully Submitted,

Lisa A Davenport
Treasurer, Agape MCC Board

AGAPE' METROPOLITAN COMMUNITY CHURCH

BALANCE SHEET

As of August 31, 2019

| | TOTAL |
|-----------------------------------|---------------------|
| ASSETS | |
| Current Assets | |
| Bank Accounts | |
| Chase - Debit Card | 56.14 |
| Chase - Operating | 1,033.54 |
| Chase - Savings | 3,855.63 |
| Total Bank Accounts | \$4,945.31 |
| Other Current Assets | |
| NFS - M Wilkerson Scholarship F | 2,517.41 |
| Receivables | 0.00 |
| Total Other Current Assets | \$2,517.41 |
| Total Current Assets | \$7,462.72 |
| Fixed Assets | |
| Building | 536,270.00 |
| Land | 158,000.00 |
| Total Fixed Assets | \$694,270.00 |
| Other Assets | |
| Artwork | 12,620.00 |
| Books | 5,000.00 |
| Electronics | 14,305.00 |
| Fixtures | 18,575.00 |
| Furniture | 38,885.00 |
| Grounds | 2,425.00 |
| Kitchen Equipment | 2,926.00 |
| Maintenance Equip | 5,555.00 |
| Music | 26,004.66 |
| Office Equipment/Supplies | 8,573.60 |
| Total Other Assets | \$134,869.26 |
| TOTAL ASSETS | \$836,601.98 |
| LIABILITIES AND EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Other Current Liabilities | |
| Benevolence / GGGDS Fund | 3,855.54 |
| Building Maintenance Fund | 0.00 |
| Direct Deposit Payable | 0.00 |
| MCC | 0.00 |
| Payroll Liabilities | 448.88 |
| Federal Taxes (941/944) | 449.54 |
| Total Payroll Liabilities | 898.42 |
| Rev Wynn Christmas Fund | 0.00 |
| Scholarship Awards | 2,363.46 |
| Special Offerings | 0.00 |

| | TOTAL |
|--|---------------------|
| Total Other Current Liabilities | \$7,117.42 |
| Total Current Liabilities | \$7,117.42 |
| Total Liabilities | \$7,117.42 |
| Equity | |
| Donations | 384,714.63 |
| Opening Bal Donations | 448,764.47 |
| Net Revenue | -3,994.54 |
| Total Equity | \$829,484.56 |
| TOTAL LIABILITIES AND EQUITY | \$836,601.98 |

AGAPE' METROPOLITAN COMMUNITY CHURCH

STATEMENT OF ACTIVITY COMPARISON

August 2019

| | TOTAL |
|--------------------------------------|-------------------|
| Revenue | |
| Other Income | 3,014.26 |
| Interest Income | 576.60 |
| Meet and Eat | 50.00 |
| Total Other Income | 3,640.86 |
| Tithes/Offerings | |
| Sunday Service | 4,943.95 |
| Total Tithes/Offerings | 4,943.95 |
| Total Revenue | \$8,584.81 |
| GROSS PROFIT | \$8,584.81 |
| Expenditures | |
| Administrative Expenses | |
| Bank Service Charges | 57.61 |
| Internet/Computers | 149.04 |
| Total Administrative Expenses | 206.65 |
| Payroll Expenses | |
| Health Insurance | 18.78 |
| Housing | 1,416.66 |
| Payroll Taxes | 293.88 |
| Senior Pastor | 3,841.66 |
| Total Payroll Expenses | 5,570.98 |
| Property Management | |
| Building Repair | 262.00 |
| Electric - Church | 1,125.53 |
| Electric - Security Light | 130.03 |
| Gas | 54.55 |
| Insurance-Multi Peril | 475.59 |
| Security Expense | 193.08 |
| Yard Maintenance | 180.00 |
| Total Property Management | 2,420.78 |
| Tithes | |
| UFMCC | 577.56 |
| Total Tithes | 577.56 |
| Total Expenditures | \$8,775.97 |
| NET OPERATING REVENUE | \$ -191.16 |
| NET REVENUE | \$ -191.16 |

AGAPE' METROPOLITAN COMMUNITY CHURCH

STATEMENT OF ACTIVITY COMPARISON

January - August, 2019

| | TOTAL |
|--------------------------------------|--------------------|
| Revenue | |
| Fundraising Income | |
| Grace Gray's Good Deeds | 500.00 |
| Total Fundraising Income | 500.00 |
| Other Income | 19,291.06 |
| Gas Royalty | 884.81 |
| Interest Income | 3,116.68 |
| Meet and Eat | 500.00 |
| Misc Income | -369.88 |
| Total Other Income | 23,422.67 |
| Tithes/Offerings | |
| Sunday Service | 42,266.34 |
| Total Tithes/Offerings | 42,266.34 |
| Total Revenue | \$66,189.01 |
| GROSS PROFIT | \$66,189.01 |
| Expenditures | |
| Administrative Expenses | |
| Bank Service Charges | 351.40 |
| Internet/Computers | 1,145.18 |
| Telephone | 100.48 |
| Total Administrative Expenses | 1,597.06 |
| Conferences | |
| General Conference | 499.74 |
| Total Conferences | 499.74 |
| Music Program | |
| Copyrights | 222.00 |
| Repair & Maint - Audio | 343.71 |
| Total Music Program | 565.71 |
| Other Expenses | 340.00 |
| Payroll Expenses | |
| Direct Deposit Fees | 2.39 |
| Health Insurance | 150.24 |
| Housing | 11,333.28 |
| Payroll Taxes | 2,351.09 |
| Senior Pastor | 30,733.28 |
| Total Payroll Expenses | 44,570.28 |
| Property Management | |
| Building Repair | 5,066.63 |
| Electric - Church | 2,856.73 |
| Electric - Security Light | 531.39 |
| Gas | 1,242.84 |
| Insurance-Multi Peril | 2,882.64 |

| | TOTAL |
|----------------------------------|---------------------|
| Security Expense | 559.38 |
| Taxes - Mineral Rights | 293.35 |
| Water | 1,592.43 |
| Yard Maintenance | 730.00 |
| Total Property Management | 15,755.39 |
| Tithes | |
| Pension | 957.06 |
| UFMCC | 5,866.57 |
| Total Tithes | 6,823.63 |
| Worship | |
| Altar Supplies | 31.74 |
| Total Worship | 31.74 |
| Total Expenditures | \$70,183.55 |
| NET OPERATING REVENUE | \$ -3,994.54 |
| NET REVENUE | \$ -3,994.54 |

Agape Metropolitan Community Church
 Actual vs Budget
 August 31, 2019

| | Actual YTD August | Budget YTD August | Difference |
|--------------------------------|----------------------|----------------------|-------------------|
| Ordinary Income/Expense | | | |
| Income | | | |
| Tithes/Offerings | | | |
| Seasonal Services | - | 250.00 | (250.00) |
| Sunday AM Service | 42,266.34 | 46,666.68 | (4,400.34) |
| | 42,266.34 | 46,916.68 | (4,650.34) |
| Gas Royalty | 884.81 | 2,000.00 | (1,115.19) |
| Rent | - | - | - |
| Other Income | 18,921.18 | 15,000.00 | 3,921.18 |
| Interest Income | 3,116.68 | - | 3,116.68 |
| Grace Gray's Good Deeds | - | 250.00 | (250.00) |
| Fund Raising | 500.00 | 1,456.00 | (956.00) |
| Meet and Eat | 500.00 | - | 500.00 |
| Total Other Income | 23,922.67 | 18,706.00 | 5,216.67 |
| Total Income | 66,189.01 | 65,622.68 | 566.33 |
| Expense | | | |
| Conferences | | | |
| General Conference | 499.74 | - | 499.74 |
| Total Conferences | 499.74 | - | 499.74 |
| Music Program | | | |
| Bank Service Charges | 351.40 | 745.44 | (394.04) |
| Pride | - | - | - |
| Sunday School | - | - | - |
| Guest Musicians | - | - | - |
| Equipment Repairs - Music | 343.71 | - | 343.71 |
| Copyrights | 222.00 | 216.00 | 6.00 |
| Total Music Program | 917.11 | 961.44 | (44.33) |
| Worship | | | |
| Worship Material | - | - | - |
| Other Pastor's | - | 400.00 | (400.00) |
| Altar Supplies | 31.74 | - | 31.74 |
| Total Worship | 31.74 | 400.00 | (368.26) |

| | | | |
|---------------------------------------|-----------------|-----------------|-------------------|
| Administrative Expenses | | | |
| Sunday School | - | - | - |
| Clergy License | - | - | - |
| Continuing Education | - | 1,000.00 | (1,000.00) |
| Recognition | - | - | - |
| Internet/Computers | 1,145.18 | 806.68 | 338.50 |
| Grace Gray's Good Deeds | - | - | - |
| Telephone | 100.48 | 533.32 | (432.84) |
| Office Supplies | - | 29.80 | (29.80) |
| Advertising | - | - | - |
| Total Administrative Expenses | 1,245.66 | 2,369.80 | (1,124.14) |
| Property Management | | | |
| Utilities | | | |
| Gas | 1,242.84 | 1,000.00 | 242.84 |
| Water | 1,592.43 | 1,669.36 | (76.93) |
| Security Expense | 559.38 | 333.36 | 226.02 |
| Dumpster Service | - | 881.36 | (881.36) |
| Electric - Security Light | 531.39 | 520.00 | 11.39 |
| Electric - Church | 2,856.73 | 3,933.36 | (1,076.63) |
| Total Utilities | 6,782.77 | 8,337.44 | (1,554.67) |
| Equipment-Computer and Related | | | |
| Building Repair | 5,066.63 | - | 5,066.63 |
| Insurance-Multi Peril | 2,882.64 | 3,333.36 | (450.72) |
| Taxes - Mineral Rights | 293.35 | - | 293.35 |
| Mortgage Payment | - | - | - |
| Cleaning Supplies | - | - | - |
| Yard Maintenance | 730.00 | - | 730.00 |
| Total Property Management | 8,972.62 | 3,333.36 | 5,639.26 |
| Tithes | | | |
| Pension | 957.06 | 594.00 | 363.06 |
| UFMCC | 5,866.57 | 2,820.00 | 3,046.57 |
| Total Tithes | 6,823.63 | 3,414.00 | 3,409.63 |
| Other Expenses | | | |
| Hospitality Expense | - | - | - |
| Miscellaneous | - | - | - |
| Total Other Expenses | - | - | - |
| Payroll Expenses | | | |
| Payroll Taxes | 2,351.09 | 2,343.44 | 7.65 |
| Building Cleaning | - | - | - |

| | | | |
|-----------------------------------|-------------------|------------------|-------------------|
| Minister of Community Life | - | - | - |
| Senior Pastor | 30,733.28 | 30,733.86 | (0.58) |
| Data Entry | - | - | - |
| Workers Comp Insurance | - | - | - |
| Direct Deposit Fees | 2.39 | 13.36 | (10.97) |
| Housing | 11,333.28 | 11,333.36 | (0.08) |
| Health Insurance | 150.24 | 1,600.00 | (1,449.76) |
| Payroll Expenses - Other | 340.00 | 296.64 | 43.36 |
| Total Payroll Expenses | 44,910.28 | 46,320.66 | (1,410.38) |
| Total Expense | 70,183.55 | 65,136.70 | 5,046.85 |
| Net Ordinary Income | (3,994.54) | 485.98 | (4,480.52) |

AGAPE' METROPOLITAN COMMUNITY CHURCH

STATEMENT OF ACTIVITY COMPARISON

January - August, 2019

| | TOTAL | |
|--------------------------------------|--------------------|----------------------|
| | JAN - AUG, 2019 | JAN - AUG, 2018 (PY) |
| Revenue | | |
| Fundraising Income | | |
| Grace Gray's Good Deeds | 500.00 | |
| Total Fundraising Income | 500.00 | |
| Other Income | 19,291.06 | 204.00 |
| Gas Royalty | 884.81 | 1,121.44 |
| Interest Income | 3,116.68 | 0.37 |
| Meet and Eat | 500.00 | 539.00 |
| Misc Income | -369.88 | 7,527.58 |
| Total Other Income | 23,422.67 | 9,392.39 |
| Tithes/Offerings | | |
| Sunday Service | 42,266.34 | 50,483.42 |
| Total Tithes/Offerings | 42,266.34 | 50,483.42 |
| Total Revenue | \$66,189.01 | \$59,875.81 |
| GROSS PROFIT | \$66,189.01 | \$59,875.81 |
| Expenditures | | |
| Administrative Expenses | | |
| Bank Service Charges | 351.40 | 706.83 |
| Internet/Computers | 1,145.18 | 760.00 |
| Telephone | 100.48 | 438.31 |
| Total Administrative Expenses | 1,597.06 | 1,905.14 |
| Conferences | | |
| General Conference | 499.74 | |
| Total Conferences | 499.74 | |
| Music Program | | |
| Copyrights | 222.00 | 216.00 |
| Repair & Maint - Audio | 343.71 | |
| Total Music Program | 565.71 | 216.00 |
| Other Expenses | 340.00 | |
| Payroll Expenses | | 416.36 |
| Direct Deposit Fees | 2.39 | 15.19 |
| Health Insurance | 150.24 | 1,091.46 |
| Housing | 11,333.28 | 10,400.00 |
| Payroll Taxes | 2,351.09 | 2,320.49 |
| Senior Pastor | 30,733.28 | 30,333.28 |
| Total Payroll Expenses | 44,570.28 | 44,576.78 |
| Property Management | | |
| Building Repair | 5,066.63 | 507.00 |
| Electric - Church | 2,856.73 | 4,107.41 |
| Electric - Security Light | 531.39 | 554.31 |
| Gas | 1,242.84 | 1,394.46 |

| | TOTAL | |
|----------------------------------|---------------------|----------------------|
| | JAN - AUG, 2019 | JAN - AUG, 2018 (PY) |
| Insurance-Multi Peril | 2,882.64 | 3,400.29 |
| Security Expense | 559.38 | 530.85 |
| Taxes - Mineral Rights | 293.35 | |
| Water | 1,592.43 | 1,259.72 |
| Yard Maintenance | 730.00 | |
| Total Property Management | 15,755.39 | 11,754.04 |
| Tithes | | |
| Pension | 957.06 | 1,192.50 |
| UFMCC | 5,866.57 | 0.00 |
| Total Tithes | 6,823.63 | 1,192.50 |
| Worship | | |
| Altar Supplies | 31.74 | |
| Total Worship | 31.74 | |
| Total Expenditures | \$70,183.55 | \$59,644.46 |
| NET OPERATING REVENUE | \$ -3,994.54 | \$231.35 |
| NET REVENUE | \$ -3,994.54 | \$231.35 |