

Agape' MCC
Board of Directors Minutes
August 18, 2014

Meeting called to order by: Cassy Batts at 7:10 PM

Opening Prayer: Cassy Batts

Established Quorum: Rev. David Wynn, Ward Thulin, Leigh Wolfer, Lisa Davenport, Amy Ashton, Finn Jones, Billy Stewart and Cassy Batts were present. Quorum was established.

Recognition of Guests: Trish Penland-Ashton and Rev. Teresa Mallott

Approval of Agenda:

The agenda was revised to include:

- 1) Discussion regarding the condition of gutters on both of the property buildings, the condition of the exterior brick on the social hall and the condition of the Social Hall foundation.
- 2) An executive session was added at the request of Rev. Wynn.

Motion was made by Amy Ashton to approve the revised agenda and seconded by Billy Stewart.
Motion passed.

Reports:

Treasurer's Report – Lisa Davenport

Lisa reported that all monthly expenses for August 2014 are covered with a balance of \$247.49 remaining. The overall budget is now \$20,000 behind year to date.

After discussion regarding our MCC Assessment status and the availability of funds, the following motion was made by Finn Jones: That the Board authorizes a minimum payment of \$150 up to \$520.26 toward the March 2014 Assessment. The motion was seconded by Ward Thulin. The motion passed.

Amy Ashton/Lisa Davenport will review the available fund balance after the Sunday offerings to determine what amount will be paid toward the March 2014 Assessment and notify the Board via email.

The Board reviewed the Youth Mission Trip expense report provided by Amy Ashton and had no concerns.

MCC Assessment Status:

We currently owe the following for 2014 in assessments to MCC:

January 2014	Paid
February 2014	Paid
March 2014:	\$529.26
April 2014:	\$435.96
May 2014:	\$359.70
June:	\$487.98
July:	\$366.66
Total Owed:	\$2179.56

Motion to approve the Treasurer's Report was made by Any Ashton and seconded by Billy Stewart.
Motion passed.

Items approved/resolved by Email:

July 19, 2014 – July Board Meeting minutes were approved by majority.

Unfinished Business:

- 1) Safety Protocol / best practices guidelines update.
Update regarding the greeters training to recognize safe versus threatening behavior and appropriate response will be emailed by Ward Thulin to the Board by September 30, 2014.
- 2) Building Security projects update –
Adding monitored alarm lines to the AC units \$150 per unit (6 units). The garage sale has been scheduled for October 18, 2014. Trish Penland-Ashton volunteered to coordinate the garage sale and the funds will be used toward the alarm installation of the AC sensors. Ward will verify with the alarm company that how the units will be wired into the zone configuration.
- 3) AC Repair Invoice update – Amy Ashton
Invoice was received from AC Answerman for the amount of \$168.00. This cost has been covered by an individual donation.
- 4) Changes to outreach page on the Agape' website status update – Finn Jones
The changes needed to the existing website supported by Smart We Design will require a new site rebuild at the estimated cost of \$1200 to \$1600. Finn has offered an alternative website host through WIX. Finn will build a shell site for presentation at the September 8, 2014 Board Meeting and will have the final version to present to the Board for review at the October 13, 2014 Board Meeting. At that time the Board will determine whether to continue with Smart Design or launch a new site through WIX. The current monthly fee for Smart Design is \$25 monthly and the estimated monthly fee for WIX is \$12-\$17.
- 5) Commitment Sunday November 2, 2014 Update-Cassy
The centralized theme for the 6 week celebration of commitment will be "What Does it Take to Create Real Community". Barbara Brittain has agreed to participate during November 2, 2014 kick off Sunday.
- 6) Vincent Victoria Assisted Living request to use the Agape facility as disaster site in the development of their disaster plan. After reviewing the Transfer Agreement and confirming Agape' MCC has no liability concerns, Billy Stewart made the motion to approve the request from Vincent Victoria Assisted Living to use the Agape' MCC campus as a disaster staging area (site). The motion was seconded by Amy Ashton. The motion passed. Rev. Wynn will meet with the contractor for the home and sign the approved document.
- 7) Lawn Care Plan Update – A workday has been scheduled for September 6, 2014 from 8:00 AM until 12:00 noon. The primary focus will be tree trimming and general clean up of the property. Ward will coordinate with Gene for any items that need attention during the workday. Leigh will contact Kathy Munn to have an announcement placed in the weekly update.
- 8) Chase Checking Account update: Lisa Davenport reported that the Chase account change to Performance is completed and that the approved signature additions and deletions have been completed.

New Business and Calendar Scheduling:

- 1) August/September 2014 Pancake Supper with Pearl and Ethel – Leigh will coordinate date with Lisa.
- 2) August/September 2014 Budget Planning session for 2015 Budget- Lisa Davenport will email a proposed budget for the Board to review prior to the Board meeting September 8, 2014. The Board will discuss the budget during the Board meeting and schedule any additional discussion time if required.
- 3) Set date for second meeting & Who Are We conversation – Rev. Teresa will lead the second discussion scheduled for Sunday, August 24th.
- 4) Conversation regarding inappropriate comment to visitor during worship and what preventative measures, if any, need to happen ensuring our youth understand Agape’ core values and how to create a loving next generation. Trish Penland will schedule time with the youth and begin open dialog with them regarding love values.
- 5) Set reports due date for congregational meeting packet. Reports will be due to Leigh Wolfer no later than Sunday, September 28, 2014. Leigh will have all reports to Kathy Munn for the Congregational Packet no later than Sunday, October 5, 2014. The following are the reports and responsible parties:

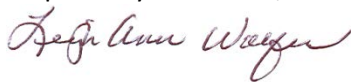
Risk and Property Management:	Ward Thulin
Clerk Report:	Leigh Wolfer
Pastor’s Report:	Rev. David Wynn
Treasurer’s Report:	Lisa Davenport
ODP and Fundraising:	Amy Ashton
Personnel Committee:	EJ Hudzina
Lay Delegate Report:	Kathy Munn
Auditor’s Report:	Lisa Davenport will coordinate with auditor
2014 Budget:	Lisa Davenport
Transcendence:	Finn Jones
Youth Education:	Trish Penland and Amy Ashton
S.A.V.E.S. Intro Announcement:	Finn Jones

The following positions were identified as up for election:

Lay Delegate (not elected last year)	1 position
Lay Delegate Alternate (not elected last year)	1 position
Board of Directors (3 year term)	2 positions (Cassy Batts and Amy Ashton)
Board of Directors (1 year term)	1 position (Billy Stewart)
Personnel Committee	2 positions

The meeting was moved into Executive Session at 8:24. Cassy Batts motioned to adjourn the meeting and the motion was seconded by David Wynn. The motion passed unanimously. The meeting was adjourned at 9:17PM.

Respectfully submitted,



Leigh Wolfer, Clerk
Agape’ MCC Board of Directors

Current Balance \$2,560.48

Outstanding Bills for August

Amt

Due

24-Aug
31-Aug

Progressive	\$102.99	8/28/2014
Payroll	\$2,170.00	8/29/2014
Missy	\$40.00	8/31/2014
TOTAL	\$2,312.99	

AHEAD For The Month

\$247.49

Other bills to consider:

MCC Tithes for March \$529.26
MCC Tithes for April \$435.96
MCC Tithes for May \$359.70
MCC Tithes for June \$487.98
MCC Tithes for July \$366.66

TOTAL ***\$2,179.56***

****The 5th weekend will need to be used for rent as well****

Youth Mission Trip

Place	Amt	Date Cleared
Dobie Market	\$14.01	6/30/2014
Walgreens	\$17.82	7/1/2014
Dobie Market	\$26.15	7/1/2014
Shell	\$29.25	7/1/2014
Subway	\$57.96	7/1/2014
Steak N Shake	\$19.20	7/2/2014
Dobie Market	\$13.89	7/4/2014
Seven Eleven	\$26.94	7/4/2014
Dobie Market	\$8.00	7/4/2014
Dobie Market	\$4.73	7/5/2014
Snack Soda Vending	\$1.25	7/5/2014
Snack Soda Vending	\$1.25	7/5/2014
Snack Soda Vending	\$2.50	7/5/2014
Dobie Market	\$22.29	7/5/2014
Torchy's Tacos	\$42.52	7/5/2014
Sandy Burgers	\$21.44	7/7/2014
Sandy Burgers	\$57.26	7/7/2014

Total Spent \$366.46

Original Balance \$500.00

Balance \$133.54

Agape' Metropolitan Community Church
Treasurer's Report
July 31, 2014

Attached are the July 2014 Financial Reports

July Attendance	84
June Attendance	84
Variance Up / (Down)	<u><u>-</u></u>

Income & Expense Variance:	January - July 2014		
	Actual	Budgeted	Variance
Tithes	48,626.27	69,712.50	(21,086.23)
Other	11,412.76	11,200.00	212.76
Total Income	<u>60,039.03</u>	<u>80,912.50</u>	<u>(20,873.47)</u>
Total Expenses	<u>65,587.96</u>	<u>80,755.24</u>	<u>(15,167.28)</u>
Variance (Over) / Below Budget	<u><u>(5,548.93)</u></u>	<u>157.26</u>	<u><u>(5,706.19)</u></u>

M Wilkerson Scholarship Fund	1,749.18
Children's Education	90.00
Benevolence Fund	343.12
Delegates Fund	183.14
Building Maintenance Fund	10.00
Growth & Expansion	89.89
MCC Assessment	5,057.21

Journeying into being Human together...

Respectfully Submitted,

Lisa A. Davenport
Treasurer, Agape MCC Board

Agape' Metropolitan Community Church
Balance Sheet
As of July 31, 2014

	<u>Jul 31, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
Building Our Future	636.24
Chase - Debit Card	139.58
Checking	3,534.74
Total Checking/Savings	<u>4,310.56</u>
Other Current Assets	
NFS - M Wilkerson Scholarship F	1,749.18
Total Other Current Assets	<u>1,749.18</u>
Total Current Assets	6,059.74
Fixed Assets	
Land	158,000.00
Building	536,270.00
Total Fixed Assets	<u>694,270.00</u>
Other Assets	
Grounds	2,000.00
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	7,648.08
Music	26,004.66
Total Other Assets	<u>133,518.74</u>
TOTAL ASSETS	<u>833,848.48</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
MCC	5,057.21
Scholarship Awards	1,000.00
Building Maintenance Fund	10.00
Children's Education	90.00
Growth and Expansion	89.89
Benevolence Fund	343.12
Delegates' Fund	183.14
Payroll Liabilities	922.04
Total Other Current Liabilities	<u>7,695.40</u>
Total Current Liabilities	7,695.40
Long Term Liabilities	
Social Hall Loan	47,202.01
Total Long Term Liabilities	<u>47,202.01</u>
Total Liabilities	54,897.41
Equity	
Opening Bal Equity	448,764.47
Retained Earnings	335,735.53
Net Income	-5,548.93
Total Equity	<u>778,951.07</u>
TOTAL LIABILITIES & EQUITY	<u>833,848.48</u>

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 08/03/14
 Cash Basis

Agape' Metropolitan Community Church Profit & Loss Budget vs. Actual July 2014

	Jul 14	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Gas Royalty	817.85	250.00	567.85
Rent	50.00	50.00	0.00
Other Income	0.00	1,250.00	-1,250.00
Interest Income	0.03	0.00	0.03
Tithes/Offerings			
Seasonal Services	0.00	0.00	0.00
Sunday AM Service	6,038.00	9,295.00	-3,257.00
Total Tithes/Offerings	6,038.00	9,295.00	-3,257.00
Miscellaneous Income			
Open Door Productions	0.00	0.00	0.00
Meet and Eat	0.00	50.00	-50.00
Total Miscellaneous Income	0.00	50.00	-50.00
Total Income	6,905.88	10,895.00	-3,989.12
Expense			
Bank Service Charges	3.00	37.00	-34.00
Pride	75.00	0.00	75.00
Conferences			
Leadership Conferences	0.00		
Total Conferences	0.00		
Education Program			
Sunday School	0.00	0.00	0.00
Total Education Program	0.00	0.00	0.00
Audio Program			
Equipment Repairs - Audio	0.00	0.00	0.00
Total Audio Program	0.00	0.00	0.00
Music Program			
Guest Musicians	200.00	200.00	0.00
Copyrights	196.00	196.00	0.00
Total Music Program	396.00	396.00	0.00
Worship			
Altar Supplies	0.00	0.00	0.00
Total Worship	0.00	0.00	0.00
Administrative Expenses			
Internet/Computers	79.99	79.99	0.00
Copier Lease	75.09	300.00	-224.91
Telephone	84.00	83.68	0.32
Office Supplies	0.00	0.00	0.00
Total Administrative Expenses	239.08	463.67	-224.59
Property Management			
Interest Expense - Social Hall	0.00	0.00	0.00
Building Repair	0.00	1,250.00	-1,250.00
Equipment-Computer and Related	0.00	0.00	0.00
Dumpster Service	102.99	102.26	0.73
Utilities			
Gas	45.96	91.66	-45.70
Water	136.13	100.00	36.13
Electric - Security Light	59.57	65.00	-5.43
Electric - Church	322.02	491.74	-169.72
Total Utilities	563.68	748.40	-184.72
Insurance-Multi Peril	719.46	559.58	159.88
Mortgage Payment	-2,130.82	869.18	-3,000.00
Cleaning Supplies	0.00	0.00	0.00
Yard Maintenance	0.00	0.00	0.00
Total Property Management	-744.69	3,529.42	-4,274.11

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 Cash Basis

Agape' Metropolitan Community Church Profit & Loss Budget vs. Actual July 2014

	Jul 14	Budget	\$ Over Budget
Tithes			
Pension	245.25	222.75	22.50
UFMCC	427.98	1,213.35	-785.37
Total Tithes	673.23	1,436.10	-762.87
Other Expenses			
Hospitality Expense	0.00	50.00	-50.00
Miscellaneous	0.00	0.00	0.00
Total Other Expenses	0.00	50.00	-50.00
Payroll Expenses			
Payroll Taxes	294.02	294.01	0.01
Building Cleaning	300.00	300.00	0.00
Senior Pastor	3,433.34	3,433.34	0.00
Data Entry	110.00	110.00	0.00
Worker's Compensation Insurance	0.00	0.00	0.00
Simple IRA Match	0.00	0.00	0.00
Housing	1,300.00	1,300.00	0.00
Health Insurance	425.00	425.00	0.00
Payroll Expenses - Other	4.80	6.19	-1.39
Total Payroll Expenses	5,867.16	5,868.54	-1.38
Total Expense	6,508.78	11,780.73	-5,271.95
Net Ordinary Income	397.10	-885.73	1,282.83
Net Income	397.10	-885.73	1,282.83

Agape' Metropolitan Community Church
Profit & Loss Budget vs. Actual
January through July 2014

	Jan - Jul 14	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Gas Royalty	5,916.43	1,750.00	4,166.43
Rent	200.00	350.00	-150.00
Other Income	4,312.95	8,750.00	-4,437.05
Interest Income	0.38	0.00	0.38
Tithes/Offerings			
Seasonal Services	280.00	0.00	280.00
Sunday AM Service	48,346.27	69,712.50	-21,366.23
Total Tithes/Offerings	48,626.27	69,712.50	-21,086.23
Miscellaneous Income			
Open Door Productions	362.00	0.00	362.00
Meet and Eat	449.00	350.00	99.00
Miscellaneous Income - Other	172.00		
Total Miscellaneous Income	983.00	350.00	633.00
Total Income	60,039.03	80,912.50	-20,873.47
Expense			
Bank Service Charges	235.00	259.00	-24.00
Pride	75.00	0.00	75.00
Conferences			
Leadership Conferences	0.00		
Total Conferences	0.00		
Education Program			
Sunday School	88.75	0.00	88.75
Total Education Program	88.75	0.00	88.75
Audio Program			
Equipment Repairs - Audio	0.00	0.00	0.00
Total Audio Program	0.00	0.00	0.00
Music Program			
Guest Musicians	1,600.00	1,500.00	100.00
Copyrights	196.00	196.00	0.00
Total Music Program	1,796.00	1,696.00	100.00
Worship			
Altar Supplies	84.74	0.00	84.74
Total Worship	84.74	0.00	84.74
Administrative Expenses			
Internet/Computers	559.93	559.93	0.00
Copier Lease	2,228.94	2,100.00	128.94
Telephone	589.76	585.76	4.00
Office Supplies	0.00	0.00	0.00
Total Administrative Expenses	3,378.63	3,245.69	132.94
Property Management			
Interest Expense - Social Hall	0.00	0.00	0.00
Building Repair	464.67	8,750.00	-8,285.33
Equipment-Computer and Related	0.00	0.00	0.00
Security Expense	253.24	272.54	-19.30
Dumpster Service	713.33	715.82	-2.49
Utilities			
Gas	1,870.21	641.62	1,228.59
Water	1,164.57	700.00	464.57
Electric - Security Light	425.02	455.00	-29.98
Electric - Church	2,556.65	3,441.70	-885.05
Total Utilities	6,016.45	5,238.32	778.13

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 Cash Basis

**Agape' Metropolitan Community Church
 Profit & Loss Budget vs. Actual
 January through July 2014**

	<u>Jan - Jul 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Insurance-Multi Peril	4,143.15	3,917.06	226.09
Mortgage Payment	3,084.26	6,084.26	-3,000.00
Cleaning Supplies	0.00	0.00	0.00
Yard Maintenance	228.00	0.00	228.00
Total Property Management	14,903.10	24,978.00	-10,074.90
Tithes			
Pension	735.75	445.50	290.25
UFMCC	3,125.15	8,493.45	-5,368.30
Total Tithes	3,860.90	8,938.95	-5,078.05
Other Expenses			
Hospitality Expense	0.00	350.00	-350.00
Miscellaneous	0.00	0.00	0.00
Other Expenses - Other	-112.00		
Total Other Expenses	-112.00	350.00	-462.00
Payroll Expenses			
Payroll Taxes	2,058.11	2,058.14	-0.03
Building Cleaning	2,100.00	2,100.00	0.00
Senior Pastor	24,033.38	24,033.38	0.00
Data Entry	770.00	770.00	0.00
Worker's Compensation Insurance	207.75	207.75	0.00
Simple IRA Match	0.00	0.00	0.00
Housing	9,100.00	9,100.00	0.00
Health Insurance	2,975.00	2,975.00	0.00
Payroll Expenses - Other	33.60	43.33	-9.73
Total Payroll Expenses	41,277.84	41,287.60	-9.76
Total Expense	65,587.96	80,755.24	-15,167.28
Net Ordinary Income	-5,548.93	157.26	-5,706.19
Net Income	-5,548.93	157.26	-5,706.19