

Agape' MCC Board of Directors Meeting Minutes

January 14, 2021

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

*\*Recorded virtual BOD meetings are saved on the BOD Google Drive.*

After a time of checking in with each other and offering prayer requests, Cassy Batts called the meeting to order at 7:42 PM.

Opening Prayer was led by Rev. David Wynn.

A motion to accept the agenda was made by Cassy Batts. Melisa Price seconded. Motion passed.

Recognition of Guests: None were present.

**Items Approved via email:**

December 19, 2020: Minutes from the BOD December 14, 2021 meeting were approved.

December 31, 2021: Agape' MCC received notice from Chase Bank that our Paycheck Protection Loan in the amount of \$11,640 has been forgiven. (Attachment 1)

January 09, 2021: The BOD approved applying for funds from the new Payroll Protection Program.

**Reports:**

**1) December 2020 Treasurer Report**

Income was down from November and appears to continue declining. All bills are current.

Motion to approve the Treasurer's Report was made by Cassy Batts. Seconded by Leigh Wolfer. Motion passed.

**2) January 2021 Cash Report**

Utility bills are running lower to help offset the income drop noted in the Treasurer's Report.

Thermostats are being kept at a lower setting to reduce the time the gas heater runs helping to keep the gas bill lower. The December 2020 income interest money from our investments has not been received.

Motion to approve the Cash Report was made by Cassy Batts. Seconded by Ward Thulin. Motion passed.

**3) December 2020 Simple Give/Zelle Report:**

Simple Give      \$ 735.60 – (215.60 goes to GG)

Zelle              \$5,120.00

Total              \$5,855.60

Grand total for 2020 = \$39,159.54

## New Business:

1) BOD Duties – The BOD discussed how important it is to stay connected to the community and different options for doing so. The BOD also discussed fund raising options that would be feasible during the COVID-19 pandemic.

When the BOD has an opportunity to gather for their 2021 Retreat, BOD officer elections will be held. For now, members will continue in their current roles.

2) Payroll Protection Program – Lisa Davenport is collecting the required documentation to submit for a new loan. This loan will include salary and utility information.

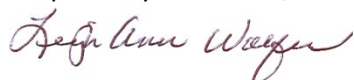
3) Contributor Records – Information will be posted in the Weekly Update. The Agape' Community will be able to request their giving record through email. A pdf file will be sent to the requestor unless alternate instructions are provided.

4) Procedure for Check Deposits while Agape' is closed due to COVID-19. For the period of time that Agape' is closed, the Board established a temporary policy for **check only** bank deposits. Any deposit containing cash nullifies this temporary procedure.

Rev. Wynn will notify the BOD of any checks received by mail and will lock the checks in the BOD Office. Weekly, one BOD Member will prepare the deposit and take it to the bank. Scanned copies of the checks will be emailed to Lisa Davenport, Treasurer and Melisa Price, Records.

Cassy Batts motioned to adjourn the meeting. Leigh Wolfer seconded. Motion passed. The meeting was adjourned at 8:46PM.

Respectfully submitted,



Leigh Ann Wolfer, Clerk  
Agape' MCC Board of Directors



AGAPE METROPOLITAN COMMUNITY CHURCH

Forgiveness request reference number: 05TX2157945.3

The Small Business Administration (SBA) has authorized full Forgiveness of your Paycheck Protection Program Loan, as follows:

- PPP loan amount: \$11,640.00
- Forgiveness requested: \$11,640.00
- Forgiveness authorized: \$11,640.00

You won't need to make any payments on your PPP loan. We'll apply the Forgiveness amount the SBA authorized, plus all accrued interest, to your loan account.

It can take up to 5 business days for us to apply the payment to your account, though actual times may vary. Within two billing cycles, you will receive a final statement with a zero balance.

As a reminder, this is a U.S. SBA program that Chase facilitates as an SBA lender. The requirements under this program are established by the SBA. All requests for loan forgiveness are subject to SBA eligibility.

**Disclaimer:**

All loans are subject to other requirements under the SBA program. See [SBA.gov](https://www.sba.gov) and [Treasury.gov](https://www.treasury.gov) for program details.

**EQUAL CREDIT OPPORTUNITY ACT NOTICE**

The Federal Equal Credit Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, sex, marital status, age (provided the applicant has the capacity to enter into a binding contract); because all or part of the applicant's income derives from any public assistance program; or because the applicant has in good faith exercised any right under the Consumer Credit Protection Act. The Federal agency that administers compliance with this law concerning this creditor is the Bureau of Consumer Financial Protection, 1700 G Street NW, Washington, DC 20006.

**ABOUT THIS MESSAGE**

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**Agape' Metropolitan Community Church**  
**Treasurer's Report**  
**12/31/2020**

Attached are the December 2020 Financial Reports

November Attendance	10 Due to COVID 19
December Attendance	10 Due to COVID 19
Variance Up / (Down)	0

<b>Income &amp; Expense Variance:</b>	<b>Actual</b>	<b>Budgeted</b>	<b>Variance</b>
Tithes	46,135.25	64,000.00	(17,864.75)
Other	51,298.17	41,680.04	9,618.13
Total Income	97,433.42	105,680.04	(8,246.62)
 Total Expenses	 99,047.39	 105,680.04	 (6,632.65)
 Variance (Over) / Below Budget	 (1,613.97)	 -	 (1,613.97)

<b>Accounts Payable</b>	-
M Wilkerson Scholarship Fund	2,778.10
GGGD Fund / Benevolence Fund	3,855.54
Building Fund	1,800.00
PPP SBA Loan	-

Respectfully Submitted,

Lisa A Davenport  
*Treasurer, Agape' Metropolitan Community Church*

# AGAPE' METROPOLITAN COMMUNITY CHURCH

## BALANCE SHEET

As of December 31, 2020

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Chase - Debit Card	186.94
Chase - Operating	330.72
Chase - Savings	5,174.00
<b>Total Bank Accounts</b>	<b>\$5,691.66</b>
Other Current Assets	
NFS - M Wilkerson Scholarship F	2,778.10
Receivables	0.00
<b>Total Other Current Assets</b>	<b>\$2,778.10</b>
<b>Total Current Assets</b>	<b>\$8,469.76</b>
Fixed Assets	
Building	536,270.00
Land	158,000.00
<b>Total Fixed Assets</b>	<b>\$694,270.00</b>
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
<b>Total Other Assets</b>	<b>\$134,869.26</b>
<b>TOTAL ASSETS</b>	<b>\$837,609.02</b>

# AGAPE' METROPOLITAN COMMUNITY CHURCH

## BALANCE SHEET

As of December 31, 2020

	TOTAL
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Benevolence / GGGDS Fund	3,855.54
Building Maintenance Fund	1,800.00
Direct Deposit Payable	0.00
MCC	0.00
Payroll Liabilities	448.88
Federal Taxes (941/944)	448.02
<b>Total Payroll Liabilities</b>	<b>896.90</b>
Rev Wynn Christmas Fund	0.00
Scholarship Awards	2,363.46
Special Offerings	0.00
<b>Total Other Current Liabilities</b>	<b>\$8,915.90</b>
<b>Total Current Liabilities</b>	<b>\$8,915.90</b>
Long-Term Liabilities	
Chase PPP SBA Loan	0.00
<b>Total Long-Term Liabilities</b>	<b>\$0.00</b>
<b>Total Liabilities</b>	<b>\$8,915.90</b>
Equity	
Donations	381,542.62
Opening Bal Donations	448,764.47
Net Revenue	-1,613.97
<b>Total Equity</b>	<b>\$828,693.12</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$837,609.02</b>

# AGAPE' METROPOLITAN COMMUNITY CHURCH

## STATEMENT OF ACTIVITY COMPARISON

December 2020

	TOTAL
Revenue	
Other Income	
Gas Royalty	137.09
Interest Income	878.59
Misc Income	15,720.00
<b>Total Other Income</b>	<b>16,735.68</b>
Tithes/Offerings	
Sunday Service	3,155.60
<b>Total Tithes/Offerings</b>	<b>3,155.60</b>
<b>Total Revenue</b>	<b>\$19,891.28</b>
<b>GROSS PROFIT</b>	<b>\$19,891.28</b>
Expenditures	
Administrative Expenses	
Bank Service Charges	46.20
Recognition	1,000.00
Telephone/Internet	158.46
<b>Total Administrative Expenses</b>	<b>1,204.66</b>
Other Expenses	160.00
Payroll Expenses	
Health Insurance	18.78
Housing	1,416.66
Payroll Taxes	293.90
Senior Pastor	3,841.66
<b>Total Payroll Expenses</b>	<b>5,571.00</b>
Property Management	
Dumpster Service	116.12
Electric - Church	238.12
Electric - Security Light	65.98
Gas	108.64
Insurance-Multi Peril	515.02
Water	177.17
<b>Total Property Management</b>	<b>1,221.05</b>
Tithes	
UFMCC	213.42
<b>Total Tithes</b>	<b>213.42</b>
<b>Total Expenditures</b>	<b>\$8,370.13</b>
<b>NET OPERATING REVENUE</b>	<b>\$11,521.15</b>
<b>NET REVENUE</b>	<b>\$11,521.15</b>

# AGAPE' METROPOLITAN COMMUNITY CHURCH

## STATEMENT OF ACTIVITY COMPARISON

January - December 2020

	TOTAL
Revenue	
Other Income	
Gas Royalty	1,043.69
Interest Income	13,322.66
Misc Income	36,931.82
<b>Total Other Income</b>	<b>51,298.17</b>
Tithes/Offerings	
Sunday Service	46,135.25
<b>Total Tithes/Offerings</b>	<b>46,135.25</b>
<b>Total Revenue</b>	<b>\$97,433.42</b>
GROSS PROFIT	<b>\$97,433.42</b>
Expenditures	
Administrative Expenses	
Bank Service Charges	630.93
Office Supplies	585.00
Recognition	1,000.00
Telephone/Internet	1,946.71
<b>Total Administrative Expenses</b>	<b>4,162.64</b>
Music Program	
Copyrights	235.00
<b>Total Music Program</b>	<b>235.00</b>
Other Expenses	160.00
Payroll Expenses	
Health Insurance	194.18
Housing	16,999.92
Payroll Taxes	3,526.67
Senior Pastor	46,099.92
<b>Total Payroll Expenses</b>	<b>66,820.69</b>
Property Management	
Building Repair	2,599.50
Dumpster Service	913.00
Electric - Church	4,188.82
Electric - Security Light	795.74
Gas	1,352.42
Insurance-Multi Peril	6,059.71
Security Expense	2,401.96
Taxes - Mineral Rights	230.78
Water	2,133.88
Yard Maintenance	2,908.00
<b>Total Property Management</b>	<b>23,583.81</b>



# AGAPE' METROPOLITAN COMMUNITY CHURCH

## STATEMENT OF ACTIVITY COMPARISON

January - December 2020

	TOTAL
Tithes	
Pension	980.25
UFMCC	3,005.00
<b>Total Tithes</b>	<b>3,985.25</b>
Worship	
Flower Expense	100.00
<b>Total Worship</b>	<b>100.00</b>
<b>Total Expenditures</b>	<b>\$99,047.39</b>
NET OPERATING REVENUE	<b>\$ -1,613.97</b>
NET REVENUE	<b>\$ -1,613.97</b>

# AGAPE' METROPOLITAN COMMUNITY CHURCH

## STATEMENT OF ACTIVITY COMPARISON

January - December 2020

	TOTAL	
	JAN - DEC 2020	JAN - DEC 2019 (PY)
<b>Revenue</b>		
Fundraising Income		
Grace Gray's Good Deeds		500.00
<b>Total Fundraising Income</b>		<b>500.00</b>
Other Income		22,705.35
Gas Royalty	1,043.69	1,129.15
Interest Income	13,322.66	7,730.21
Meet and Eat		500.00
Misc Income	36,931.82	-494.88
<b>Total Other Income</b>	<b>51,298.17</b>	<b>31,569.83</b>
Tithes/Offerings		
Sunday Service	46,135.25	67,872.19
<b>Total Tithes/Offerings</b>	<b>46,135.25</b>	<b>67,872.19</b>
<b>Total Revenue</b>	<b>\$97,433.42</b>	<b>\$99,942.02</b>
<b>GROSS PROFIT</b>	<b>\$97,433.42</b>	<b>\$99,942.02</b>
<b>Expenditures</b>		
Administrative Expenses		
Advertising Expense		171.94
Bank Service Charges	630.93	617.45
Continuing Education		59.95
Office Supplies	585.00	
Recognition	1,000.00	1,300.00
Telephone		155.10
Telephone/Internet	1,946.71	1,957.87
<b>Total Administrative Expenses</b>	<b>4,162.64</b>	<b>4,262.31</b>
Conferences		
General Conference		694.74
<b>Total Conferences</b>		<b>694.74</b>
Music Program		
Copyrights	235.00	222.00
Repair & Maint - Audio		343.71
<b>Total Music Program</b>	<b>235.00</b>	<b>565.71</b>
Other Expenses	160.00	190.00
Payroll Expenses		
Direct Deposit Fees		2.39
Health Insurance	194.18	225.36
Housing	16,999.92	16,999.92
Payroll Taxes	3,526.67	3,526.65

# AGAPE' METROPOLITAN COMMUNITY CHURCH

## STATEMENT OF ACTIVITY COMPARISON

January - December 2020

	TOTAL	
	JAN - DEC 2020	JAN - DEC 2019 (PY)
Senior Pastor	46,099.92	46,099.92
<b>Total Payroll Expenses</b>	<b>66,820.69</b>	<b>66,854.24</b>
Property Management		
Building Repair	2,599.50	5,729.34
Dumpster Service	913.00	
Electric - Church	4,188.82	4,786.80
Electric - Security Light	795.74	794.96
Gas	1,352.42	1,574.45
Insurance-Multi Peril	6,059.71	4,785.00
Security Expense	2,401.96	759.87
Taxes - Mineral Rights	230.78	293.35
Water	2,133.88	2,579.37
Yard Maintenance	2,908.00	730.00
<b>Total Property Management</b>	<b>23,583.81</b>	<b>22,033.14</b>
Tithes		
Pension	980.25	1,527.06
UFMCC	3,005.00	6,955.09
<b>Total Tithes</b>	<b>3,985.25</b>	<b>8,482.15</b>
Worship		
Altar Supplies		31.74
Flower Expense	100.00	
<b>Total Worship</b>	<b>100.00</b>	<b>31.74</b>
<b>Total Expenditures</b>	<b>\$99,047.39</b>	<b>\$103,114.03</b>
NET OPERATING REVENUE	<b>\$ -1,613.97</b>	<b>\$ -3,172.01</b>
NET REVENUE	<b>\$ -1,613.97</b>	<b>\$ -3,172.01</b>