

Agape' MCC Board of Directors Meeting Minutes

July 13, 2020

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

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

Cassy Batts called the meeting to order at 7:19PM.

Opening Prayer was led by Rev. David Wynn.

A motion to accept the agenda was made by Cassy Batts. EJ Hudzina seconded. Motion passed.

Items Approved via email:

June 11, 2020: Minutes from the BOD June 08, 2020 meeting were approved.

June 21, 2020: The Board approved scheduling a contractor to look at the damaged Narthex soffit, inspect the flat roof and repair the sprinkler system.

June 21, 2020: The Board approved the repairs to the Narthex soffit, roof reseal and sprinkler repair. The estimate is \$2400-\$2500. The repairs were completed June 30, 2020 for \$2500.

Reports:

1) June 2020 Treasurer Report - MCC Pension and Tithes are current. Bills are current.

Cassy Batts motioned to approve the Treasurer's report. Amy Ashton seconded. Motion passed unanimously. (show of hands)

2) July 2020 Cash Report: Cash funds are good. There is money in the bank for upcoming bills and payroll.

Cassy Batts motioned to approve the Cash Flow report. Amy Ashton seconded. Motion passed unanimously. (show of hands)

3) May Simple Give/Zelle Report:

Simple Give	725.00	
Zelle	600.00	
Grant	254.50	
Total	\$ 1,579.50	YTD \$14,077.50

New Business:

1) BOD procedures during shut down. Melisa Price will come by the church once a month to pick up the data entry. Lisa Davenport will come to the church once a month to verify Sunday records. Leigh will check with Rachel about installing a scanner in the BOD Office, once the scanner is installed, we will start sending Lisa and Melisa the Sunday documents.

2) Approval to purchase laptop for Rev. David. Rachel has made available a new laptop for David and has agreed to sell it to us at a discounted cost. Rachel also agreed to allow us to make payments until it is paid off. Cassy paid Rachel \$150 as a down payment.

Cassy Batts motioned to approve the purchase of the laptop for David at the cost of \$500. Amy Ashton seconded the motion. Motion passed with one abstention. The BOD then agreed to reimburse Cassy the \$150 she gave Rachel for the down payment. Lisa Davenport made the motion. EJ Hudzina seconded. Motion passed.

Old Business:

- 1) Status of our Facebook for non-profit. We have submitted all the required information and are waiting on FB to respond. Amy has emailed them several times to follow up and has not received a reply.
- 2) COVID-19 Reopening the Agape' Campus for live worship discussion. The BOD agreed that we would wait until August to re-evaluate. The CDC guidelines recommend there be 4 weeks of declining new infection numbers and declining hospitalizations. We will revisit this at the August BOD meeting.
- 3) John Deere Lawnmower repair update. Mower is running. Trey is going to have the deck belt repaired. Trey has picked up the mower and will take it to a repair shop.
- 4) The Small Business Administration (SBA) Paycheck Protection Program loan payback/forgiveness update. Waiting on Chase to send the notification for applications to begin. Lisa has all the financial information ready.
- 5) Facebook Data, Amy Ashton - Facebook provides the ability to add a donate button during the live feed. The button works before the live feed starts and you cannot use it during the video stream. Melisa is going to check with Simple Give to see if we can use their text feature for giving.
- 6) Status of the 6-month Tithe Contract Review with MCC. David spoke with MCC and they agreed to allow us to continue at our current rate and we will negotiate a new contract January 2021.
- 7) Media Update:
 - Leigh and Rachel ran new CAT6 ethernet cables for hardwired internet connections to the Media Booth replacing the temporary "quick fix" runs and ran new coax cable for the new camera connections.
 - Rachel upgraded the recording software to allow maximum open windows for dropping files while recording and streaming.
 - Leigh upgraded MediaShout to latest version.
 - Rachel has purchased and temporarily set up a new HD Camera for live streaming/recording. We need to work on the audio feed before we can begin using the camera.
 - Rachel and Leigh rearranged/replaced equipment in the Media Booth to optimize space.
 - Cassy had Charter out to check the internet connection. Charter found an issue at the pole outside and repaired it. Our upload and download speeds have improved.

Leigh wolfer motioned for adjournment at 8:35PM. Ward Thulin seconded. Motion passed.

Respectfully submitted,



Leigh Wolfer, Clerk
Agape' MCC Board of Directors

Agape' Metropolitan Community Church
Treasurer's Report
6/30/2020

Attached are the June 2020 Financial Reports

June Attendance	0 Due to COVID 19
May Attendance	0 Due to COVID 19
Variance Up / (Down)	0

Income & Expense Variance:	Actual	Budgeted	Variance
Tithes	23,244.15	32,000.02	(8,755.87)
Other	17,249.29	20,840.06	(3,590.77)
Total Income	40,493.44	52,840.08	(12,346.64)
 Total Expenses	 48,516.40	 52,692.36	 (4,175.96)
 Variance (Over) / Below Budget	 (8,022.96)	 147.72	 (8,170.68)

Accounts Payable

M Wilkerson Scholarship Fund	2,233.79
GGGD Fund / Benevolence Fund	3,855.54
Building Fund	1,800.00
PPP SBA Loan	11,640.00

Respectfully Submitted,

Lisa A Davenport
Treasurer, Agape' Metropolitan Community Church

AGAPE' METROPOLITAN COMMUNITY CHURCH

BALANCE SHEET

As of June 30, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Chase - Debit Card	87.17
Chase - Operating	6,216.31
Chase - Savings	5,163.46
Total Bank Accounts	\$11,466.94
Other Current Assets	
NFS - M Wilkerson Scholarship F	2,233.79
Receivables	0.00
Total Other Current Assets	\$2,233.79
Total Current Assets	\$13,700.73
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	\$842,839.99

AGAPE' METROPOLITAN COMMUNITY CHURCH

BALANCE SHEET

As of June 30, 2020

	TOTAL
LIABILITIES AND EQUITY	
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)	447.98
Total Payroll Liabilities	896.86
Rev Wynn Christmas Fund	0.00
Scholarship Awards	2,363.46
Special Offerings	0.00
Total Other Current Liabilities	\$8,915.86
Total Current Liabilities	\$8,915.86
Long-Term Liabilities	
Chase PPP SBA Loan	11,640.00
Total Long-Term Liabilities	\$11,640.00
Total Liabilities	\$20,555.86
Equity	
Donations	381,542.62
Opening Bal Donations	448,764.47
Net Revenue	-8,022.96
Total Equity	\$822,284.13
TOTAL LIABILITIES AND EQUITY	\$842,839.99

AGAPE' METROPOLITAN COMMUNITY CHURCH
Actual vs. Budget for June 2020

	Actual June	Budget June	Difference
Revenue			
Tithes/Offerings			
Sunday Service	4,502.15	5,333.33	(831.18)
Total Tithes/Offerings	4,502.15	5,333.33	(831.18)
Other Income			
Gas Royalty	-	150.00	(150.00)
Interest Income	1,061.96	600.00	461.96
Meet and Eat	-	400.00	(400.00)
Janitorial Supplies	-	150.00	(150.00)
Dumpster	-	115.00	(115.00)
Servant Keeper	-	70.83	(70.83)
Simple Give	-	10.00	(10.00)
Constant Contact	-	44.17	(44.17)
Altar Supplies	-	100.00	(100.00)
Misc Income	61.85	1,833.33	(1,771.48)
Total Other Income	1,123.81	3,473.33	(2,349.52)
Fundraising Income			
Grace Gray's Good Deeds	-	-	-
Total Fundraising Income	-	-	-
Total Revenue	5,625.96	8,806.66	(3,180.70)
Expenditures			
Administrative Expenses			
Altar Supplies	-	100.00	(100.00)
Bank Service Charges	45.27	67.00	(21.73)
Copyrights	235.00	230.00	5.00
Clergy License	-	-	-
Dues & Subscriptions	-	120.00	(120.00)
Grace Gray's Good Deeds	-	-	-
Office Supplies	-	-	-
Other Pastor's	-	-	-
Continuing Education	-	-	-
General Conference	-	-	-
Internet/Computers	156.87	216.25	(59.38)
Janitorial Supplies	-	150.00	(150.00)
Meet & Eat Supplies	-	400.00	(400.00)
Total Admin Expenses	437.14	1,283.25	(846.11)
Property Management			
Electric - Church	338.58	458.33	(119.75)
Electric - Security Light	65.06	68.00	(2.94)
Gas	55.41	127.17	(71.76)
Dumpster	113.84	115.00	(1.16)
Insurance - Multi Peril	515.02	396.33	118.69
Repair & Maint - Building	-	24.62	(24.62)
Security Expense	-	-	-
Taxes - Mineral Rights	-	-	-
Water	177.17	220.00	(42.83)
Yard Maintenance	360.00	200.00	160.00
Total Property Management	1,625.08	1,609.45	15.63
Payroll Expenses			
Senior Pastor	3,841.66	3,841.67	(0.01)
Housing	1,416.66	1,416.67	(0.01)
Direct Deposit Fees	-	-	-
Payroll Expenses - Other	-	-	-
Health Insurance	-	18.78	(18.78)
Payroll Taxes	293.89	293.87	0.02
Total Payroll Expenses	5,552.21	5,570.99	(18.78)
Tithes			
Pension	342.00	-	342.00
UFMCC	274.60	346.67	(72.07)
Total Tithes	616.60	346.67	269.93
Total Expenditures	8,231.03	8,810.36	(579.33)
Net Revenue	(2,605.07)	(3.70)	(2,601.37)

AGAPE' METROPOLITAN COMMUNITY CHURCH

STATEMENT OF ACTIVITY COMPARISON

June 2020

	TOTAL
Revenue	
Other Income	
Interest Income	1,061.96
Misc Income	61.85
Total Other Income	1,123.81
Tithes/Offerings	
Sunday Service	4,502.15
Total Tithes/Offerings	4,502.15
Total Revenue	\$5,625.96
GROSS PROFIT	\$5,625.96
Expenditures	
Administrative Expenses	
Bank Service Charges	45.27
Telephone/Internet	156.87
Total Administrative Expenses	202.14
Music Program	
Copyrights	235.00
Total Music Program	235.00
Payroll Expenses	
Housing	1,416.66
Payroll Taxes	293.89
Senior Pastor	3,841.66
Total Payroll Expenses	5,552.21
Property Management	
Dumpster Service	113.84
Electric - Church	338.58
Electric - Security Light	65.06
Gas	55.41
Insurance-Multi Peril	515.02
Water	177.17
Yard Maintenance	360.00
Total Property Management	1,625.08
Tithes	
Pension	342.00
UFMCC	274.60
Total Tithes	616.60
Total Expenditures	\$8,231.03
NET OPERATING REVENUE	\$ -2,605.07
NET REVENUE	\$ -2,605.07

AGAPE' METROPOLITAN COMMUNITY CHURCH

STATEMENT OF ACTIVITY COMPARISON

January - June, 2020

	TOTAL
Revenue	
Other Income	
Gas Royalty	247.99
Interest Income	7,048.82
Misc Income	9,952.48
Total Other Income	17,249.29
Tithes/Offerings	
Sunday Service	23,244.15
Total Tithes/Offerings	23,244.15
Total Revenue	\$40,493.44
GROSS PROFIT	\$40,493.44
Expenditures	
Administrative Expenses	
Bank Service Charges	361.68
Telephone/Internet	937.59
Total Administrative Expenses	1,299.27
Music Program	
Copyrights	235.00
Total Music Program	235.00
Payroll Expenses	
Health Insurance	93.90
Housing	8,499.96
Payroll Taxes	1,763.32
Senior Pastor	23,049.96
Total Payroll Expenses	33,407.14
Property Management	
Building Repair	99.50
Dumpster Service	227.68
Electric - Church	1,779.59
Electric - Security Light	397.39
Gas	963.89
Insurance-Multi Peril	2,969.59
Security Expense	2,000.98
Taxes - Mineral Rights	230.78
Water	943.60
Yard Maintenance	1,673.00
Total Property Management	11,286.00
Tithes	
Pension	638.25
UFMCC	1,550.74
Total Tithes	2,188.99
Worship	
Flower Expense	100.00
Total Worship	100.00
Total Expenditures	\$48,516.40
NET OPERATING REVENUE	\$ -8,022.96
NET REVENUE	\$ -8,022.96

AGAPE' METROPOLITAN COMMUNITY CHURCH

STATEMENT OF ACTIVITY COMPARISON

January - June, 2020

	TOTAL	
	JAN - JUN, 2020	JAN - JUN, 2019 (PY)
Revenue		
Fundraising Income		
Grace Gray's Good Deeds		500.00
Total Fundraising Income		500.00
Other Income		14,303.63
Gas Royalty	247.99	884.81
Interest Income	7,048.82	1,938.34
Meet and Eat		450.00
Misc Income	9,952.48	-494.88
Total Other Income	17,249.29	17,081.90
Tithes/Offerings		
Sunday Service	23,244.15	29,773.48
Total Tithes/Offerings	23,244.15	29,773.48
Total Revenue	\$40,493.44	\$47,355.38
GROSS PROFIT	\$40,493.44	\$47,355.38
Expenditures		
Administrative Expenses		
Bank Service Charges	361.68	225.81
Telephone		100.48
Telephone/Internet	937.59	844.23
Total Administrative Expenses	1,299.27	1,170.52
Conferences		
General Conference		499.74
Total Conferences		499.74
Music Program		
Copyrights	235.00	222.00
Repair & Maint - Audio		343.71
Total Music Program	235.00	565.71
Other Expenses		190.00
Payroll Expenses		
Direct Deposit Fees		2.39
Health Insurance	93.90	93.90
Housing	8,499.96	8,499.96
Payroll Taxes	1,763.32	1,763.32
Senior Pastor	23,049.96	23,049.96
Total Payroll Expenses	33,407.14	33,409.53

AGAPE' METROPOLITAN COMMUNITY CHURCH

STATEMENT OF ACTIVITY COMPARISON

January - June, 2020

	TOTAL	
	JAN - JUN, 2020	JAN - JUN, 2019 (PY)
Property Management		
Building Repair	99.50	4,377.63
Dumpster Service	227.68	
Electric - Church	1,779.59	1,731.20
Electric - Security Light	397.39	401.36
Gas	963.89	1,134.42
Insurance-Multi Peril	2,969.59	1,931.46
Security Expense	2,000.98	366.30
Taxes - Mineral Rights	230.78	293.35
Water	943.60	1,395.73
Yard Maintenance	1,673.00	190.00
Total Property Management	11,286.00	11,821.45
Tithes		
Pension	638.25	957.06
UFMCC	1,550.74	5,289.01
Total Tithes	2,188.99	6,246.07
Worship		
Altar Supplies		31.74
Flower Expense	100.00	
Total Worship	100.00	31.74
Total Expenditures	\$48,516.40	\$53,934.76
NET OPERATING REVENUE	\$ -8,022.96	\$ -6,579.38
NET REVENUE	\$ -8,022.96	\$ -6,579.38