

Agape' MCC Board of Directors Meeting Minutes

August 03, 2020

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

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

Cassy Batts called the meeting to order at 7:23PM.

Opening Prayer was led by Rev. David Wynn.

A motion to accept the agenda was made by EJ Hudzina. Amy Ashton seconded. Motion passed.

Items Approved via email:

July 14, 2020: Minutes from the BOD July 13, 2020 meeting were approved.

July 28, 2020: The BOD agreed to change the BOD meeting date from August 10, 2020 to August 3, 2020.

Reports:

1) July 2020 Treasurer Report Due the change in the BOD meeting date, the Treasurer's Report will be emailed for approval next week. (Approved 08/11/2020 via email)

2) August 2020 Cash Report - Due the change in the BOD meeting date, the Cash Flow Report will be emailed for approval next week.

3) May Simple Give/Zelle Report:

Simple Give	\$745.00
Zelle	\$2460.00
Venno	\$0.00
PayPal/other	\$98.33
July total	\$3,303.33
YTD	\$18,781.83

New Business:

1) St. Anne's:

a) new 4' X 8' sign. City of Forest Hill said they can add the sign without a permit because Agape', as the property owner, already has a sign permit. St. Anne's sign falls under a "tenancy" clause. Father John Luft is wanting a larger sign because their existing sign is too small. The BOD agreed that the 4'X8' sign is too big, we will ask him to look for smaller signs and recommend 3'X5' size. The BOD would like to see a sample of the sign prior to the sign being ordered.

b) Change Mass time to Sunday's at 6PM (remains virtual service from Agape' campus). The BOD agreed to this change in the Sunday Mass time.

c) Add a mass on Saturday evenings at 6PM (remains virtual service from Agape' campus) The BOD agreed to the virtual Mass addition, however we will revisit the Saturday evening Mass when we re-open the live campus. The BOD agreed that live Saturday Mass should be approved on a per week basis to avoid any conflicts with the Agape' calendar.

- d) Does St. Anne's need to apply for a Forrest Hill business permit? The BOD agreed to table this until January 2021 and until we re-open the Campus.
- e) Current market rental space data for the space St. Anne's is using. Range is \$250 - \$500 commercial rate. The BOD agreed to table any rental increase until later in 2020. Cassy suggested setting an agenda item for the September BOD meeting to discuss our rental agreement.
- 2) Heart to Heart Virtual Town Hall – to keep the community connected. Will look at hosting toward the end of September.
- 3) Paid cleaning service discussion – We will continue cleaning and sanitizing ourselves. We cannot afford to hire a cleaning service at this time.
- 4) 6 Month strategic update – options for the mid-year BOD Retreat. Rev. Wynn suggested we meet virtually twice a month with the alternate meetings more informal. BOD Meeting 2nd Mondays of each month with the BOD Connect meeting the 4th Wednesday at 7:30-. This month the meeting will be August 26th.
- 5) Servant Keeper Online Training:
Date: August 18th / Time: 1:00 pm CT - 4:00 pm CT / Cost: Just \$99. One price for the entire team.
No one is available for this training date.
- 6) Renewal of Vimeo subscription approval. The cost is \$59.95 (no taxes) by August 22, 2020. The BOD approved paying the renewal fee using Rev. Wynn's credit card. Cassy Batts made the motion. Lisa Davenport seconded. Motion passed.
- 7) Fundraising request from Rachel Carr. Rachel asked if Larissa Baxter's band could produce a music video using the Agape' Sanctuary for a \$100 fee. The BOD had a few questions regarding sanitizing the sound equipment and microphones. The BOD agreed that as long as the Agape' campus remains closed, we would not open the space for any outside activities.

Old Business:

- 1) COVID-19 Reopening the Agape' Campus for live worship discussion. We will continue this discussion at our next online meeting. The Tarrant County new infection numbers are declining but still running at 17% infection rate. With schools reopening, we will need to watch the numbers over the next few weeks before deciding on when we can safely re-open.
- 2) John Deere Lawnmower repair update. Trey hopes to have it back from the repair shop next week.
- 3) The Small Business Administration (SBA) Paycheck Protection Program loan payback/forgiveness update. Chase has not sent us the application notification as of today.
- 4) Simple Give Text Feature for giving – Research status. This item was pushed to the September Board Meeting.

Leigh wolfer motioned for adjournment at 9:04PM. Ward Thulin seconded. Motion passed.

Respectfully submitted,

A handwritten signature in cursive script, reading "Leigh Ann Wolfer".

Leigh Wolfer, Clerk

Agape' MCC Board of Directors

Agape' Metropolitan Community Church
Treasurer's Report
7/31/2020

Attached are the July 2020 Financial Reports

July Attendance	10	Due to COVID 19
June Attendance	10	Due to COVID 19
Variance Up / (Down)	0	

Income & Expense Variance:	Actual	Budgeted	Variance
Tithes	26,754.15	37,333.35	(10,579.20)
Other	20,574.68	24,313.39	(3,738.71)
Total Income	47,328.83	61,646.74	(14,317.91)
 Total Expenses	 59,526.87	 61,568.97	 (2,042.10)
 Variance (Over) / Below Budget	 (12,198.04)	 77.77	 (12,275.81)

Accounts Payable	-
M Wilkerson Scholarship Fund	2,778.10
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 July 31, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Chase - Debit Card	55.79
Chase - Operating	1,528.21
Chase - Savings	5,163.55
Total Bank Accounts	\$6,747.55
Other Current Assets	
NFS - M Wilkerson Scholarship F	2,778.10
Receivables	0.00
Total Other Current Assets	\$2,778.10
Total Current Assets	\$9,525.65
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	\$838,664.91

AGAPE' METROPOLITAN COMMUNITY CHURCH

BALANCE SHEET

As of July 31, 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	-12,198.04
Total Equity	\$818,109.05
TOTAL LIABILITIES AND EQUITY	\$838,664.91

AGAPE' METROPOLITAN COMMUNITY CHURCH

STATEMENT OF ACTIVITY COMPARISON

July 2020

	TOTAL
Revenue	
Other Income	
Gas Royalty	116.72
Interest Income	1,164.36
Misc Income	2,044.31
Total Other Income	3,325.39
Tithes/Offerings	
Sunday Service	3,510.00
Total Tithes/Offerings	3,510.00
Total Revenue	\$6,835.39
GROSS PROFIT	\$6,835.39
Expenditures	
Administrative Expenses	
Bank Service Charges	44.29
Office Supplies	335.00
Telephone/Internet	157.93
Total Administrative Expenses	537.22
Payroll Expenses	
Health Insurance	6.38
Housing	1,416.66
Payroll Taxes	293.89
Senior Pastor	3,841.66
Total Payroll Expenses	5,558.59
Property Management	
Building Repair	2,500.00
Dumpster Service	113.84
Electric - Church	445.62
Electric - Security Light	65.23
Gas	47.93
Insurance-Multi Peril	515.02
Water	194.89
Yard Maintenance	420.00
Total Property Management	4,302.53
Tithes	
Pension	342.00
UFMCC	270.13
Total Tithes	612.13
Total Expenditures	\$11,010.47
NET OPERATING REVENUE	\$ -4,175.08
NET REVENUE	\$ -4,175.08

AGAPE' METROPOLITAN COMMUNITY CHURCH

STATEMENT OF ACTIVITY COMPARISON

January - July, 2020

	TOTAL
Revenue	
Other Income	
Gas Royalty	364.71
Interest Income	8,213.18
Misc Income	11,996.79
Total Other Income	20,574.68
Tithes/Offerings	
Sunday Service	26,754.15
Total Tithes/Offerings	26,754.15
Total Revenue	\$47,328.83
GROSS PROFIT	\$47,328.83
Expenditures	
Administrative Expenses	
Bank Service Charges	405.97
Office Supplies	335.00
Telephone/Internet	1,095.52
Total Administrative Expenses	1,836.49
Music Program	
Copyrights	235.00
Total Music Program	235.00
Payroll Expenses	
Health Insurance	100.28
Housing	9,916.62
Payroll Taxes	2,057.21
Senior Pastor	26,891.62
Total Payroll Expenses	38,965.73
Property Management	
Building Repair	2,599.50
Dumpster Service	341.52
Electric - Church	2,225.21
Electric - Security Light	462.62
Gas	1,011.82
Insurance-Multi Peril	3,484.61
Security Expense	2,000.98
Taxes - Mineral Rights	230.78
Water	1,138.49
Yard Maintenance	2,093.00
Total Property Management	15,588.53
Tithes	
Pension	980.25
UFMCC	1,820.87
Total Tithes	2,801.12
Worship	
Flower Expense	100.00
Total Worship	100.00
Total Expenditures	\$59,526.87
NET OPERATING REVENUE	\$ -12,198.04
NET REVENUE	\$ -12,198.04

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

	Actual July	Budget July	Difference
Revenue			
Tithes/Offerings			
Sunday Service	3,510.00	5,333.33	(1,823.33)
Total Tithes/Offerings	<u>3,510.00</u>	<u>5,333.33</u>	<u>(1,823.33)</u>
Other Income			
Gas Royalty	116.72	150.00	(33.28)
Interest Income	1,164.36	600.00	564.36
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	2,044.31	1,833.33	210.98
Total Other Income	<u>3,325.39</u>	<u>3,473.33</u>	<u>(147.94)</u>
Fundraising Income			
Grace Gray's Good Deeds	-	-	-
Total Fundraising Income	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenue	<u>6,835.39</u>	<u>8,806.66</u>	<u>(1,971.27)</u>
Expenditures			
Administrative Expenses			
Altar Supplies	-	100.00	(100.00)
Bank Service Charges	44.29	67.00	(22.71)
Copyrights	-	-	-
Clergy License	-	-	-
Dues & Subscriptions	-	120.00	(120.00)
Grace Gray's Good Deeds	-	-	-
Office Supplies	335.00	-	335.00
Other Pastor's	-	-	-
Continuing Education	-	-	-
General Conference	-	-	-
Internet/Computers	157.93	216.25	(58.32)
Janitorial Supplies	-	150.00	(150.00)
Meet & Eat Supplies	-	400.00	(400.00)
Total Admin Expenses	<u>537.22</u>	<u>1,053.25</u>	<u>(516.03)</u>
Property Management			
Electric - Church	445.62	458.33	(12.71)
Electric - Security Light	65.23	68.00	(2.77)
Gas	47.93	127.17	(79.24)
Dumpster	113.84	115.00	(1.16)
Insurance - Multi Peril	515.02	396.33	118.69
Repair & Maint - Building	2,500.00	24.62	2,475.38
Security Expense	-	-	-
Taxes - Mineral Rights	-	-	-
Water	194.89	220.00	(25.11)
Yard Maintenance	420.00	200.00	220.00
Total Property Management	<u>4,302.53</u>	<u>1,609.45</u>	<u>2,693.08</u>
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	6.38	18.78	(12.40)
Payroll Taxes	293.89	293.87	0.02
Total Payroll Expenses	<u>5,558.59</u>	<u>5,570.99</u>	<u>(12.40)</u>
Tithes			
Pension	342.00	296.25	45.75
UFMCC	270.13	346.67	(76.54)
Total Tithes	<u>612.13</u>	<u>642.92</u>	<u>(30.79)</u>
Total Expenditures	<u>11,010.47</u>	<u>8,876.61</u>	<u>2,133.86</u>
Net Revenue	<u>(4,175.08)</u>	<u>(69.95)</u>	<u>(4,105.13)</u>