

Agape' MCC Board of Directors Meeting Minutes
September 13, 2022

Establish Quorum: Amy Ashton, Cassy Batts, Lisa Davenport, E J Hudzina, Leigh Wolfer, Melisa Price, Ward Thulin and Rev. Wynn were present. Quorum was established. The meeting was held via a Zoom Conference call and was recorded.

The meeting was called to order by Cassy Batts at 7:17pm

The opening prayer was led by Cassy Batts.

Recognition of guests: No guests were present.

The approval of the agenda was motioned by Cassy Batts. Seconded by Leigh Wolfer. Motion passed.

Items Approved via email:

August 10, 2022: the Minutes from the August 09, 2022 BOD meeting were approved.

Reports:

1) August 2022 Treasurer Report:

Gas Royalty has increased gradually. Tithes were ahead of budgeted amount. Financially the church is doing well. The savings account is good. Benevolence funds are available.

Cassy Batts motioned to approve the Treasurer's Report. Ward Thulin seconded. Motion passed.

2) September 2022 Cash Report (and Financial Discussion)

All bills are paid.

Cassy Batts motioned to approve the Cash Flow Report. Lisa Davenport seconded. Motion passed.

3) Online Giving Report

	Aug 2022	YTD
Simple Give	\$1,850.00	\$10,375.00
Chase Pay	\$1,175	\$7,351.00
Facebook	-0-	\$2,080.00
Totals	\$3,025.00	\$19,806.00

SimpleGive Break Down

Tithe	\$1,850.00
Pastor Care	\$0
Other	\$0
Total	\$1,850.00

Chase Break Down

Tithe	\$275.00
General	\$150.00
Gift	\$750.00
Total	\$1,175.00

New Business:

1) Proposed Bylaw change regarding the size of the Board of Directors.

Article VI – Local Church Administrative Body – page 3

Currently:

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160 **D. Composition** – There shall be eight (8) members, including the Pastor who shall serve as Moderator.

Proposed (draft):

The minimum size shall be five (5) elected members including the Moderator not to exceed a maximum of nine (9) elected members including the Moderator. The size of the BOD shall be determined by consideration of the current size of the congregation and the reasonable expectation of an increase or decrease in the business administration of the church. The size need shall be determined by the Board of Directors no less than 3 months prior to the annual congregational meeting providing ample time for applications to be submitted.

2) Care Team: revised and revived under the direction of Rev. David. The Care Team will be re-activated to address the immediate and future needs of the congregation.

3) New members – David is experimenting with new member classes via Zoom and will keep us posted on his progress.

4) Servant Keeper – database assignments and training discussion Melisa will be training EJ to take over the data entry for weekly tithe and offering. The BOD will divide the Servant Keeper duties into a couple different categories to spread the love around. Cassy will take on researching new features with Leigh and Amy to track visitors. All BOD Members are welcome and encouraged to learn Servant Keeper if you have a desire.

5) Website – need a new website administrator (see comments item 6)

6) Bookkeeper – discussion regarding how and who to fill this position. In addition, we will need to transition to a stand-alone QuickBooks account. Ty and Judy are moving out of the area and Ty's position as our Website Administrator and Bookkeeper will need to be filled within 30 days. Lisa Davenport is managing the transition of QuickBooks from Ty's business account to a stand-alone account assuring also that Amy Ashton has access to anything Ty has been handling. The timeline will be by the end of October.

7) Sunday Sign In options? How and Why (the importance of recognition and accountability) we need to do a better job of tracking first time visitors and attendees. Amy will create new sign in forms so we can do a better job of tracking. For now, this will be a manual process. Cassy will be investigating the sign in service via iPad offered through Servant Keeper.

8) Approve issuing Jane Kline a church key and security code so she can work on the electrical issues as her schedule allows. **Cassy Batts motioned to approve issuing Jane a key and security code. Lisa Davenport Seconded. Motion passed.**

Old Business:

- 1) Congregational Meeting. Reminder of timelines and reports. Required reports: General Conference Report from Kevin and/or David, Pastor's Report (includes property, grounds etc) and the Treasurer's Report. Budget Review will be at the October 10 BOD meeting. Reports will be due October 17 and published to the website no later than October 30. Congregation Forum will be November 6 and the Congregational Meeting will be after worship November 13.
- 2) Security Camera installation: Cassy has located the recorder and will make arrangements to pick it up. Cassy and Leigh will locate the cameras. We will schedule an installation date for the cameras which will be done in phases. Cassy and Leigh will also research wireless cameras for the locations outside that will be difficult to wire. This item has been pushed until fall when the weather is cooler for attic work. There will be an update presented during the November BOD meeting.
- 3) Rev. Wynn's Retirement Fund – status of salary history research for retirement fund estimate and available options for a Caprock retirement account. Lisa Davenport will work on this and have a total amount ready for the September Board meeting. Cassy has discussed options for Rev. Wynn's retirement with CapRock. Once we have the total owed Rev. Wynn, we will decide how best to resolve the retirement account. This item will be worked on outside the normal the BOD meeting. An update will be provided during the October BOD meeting.
- 4) Lisa Davenport contact Chase Bank to change the business email address from sfinn.jones@gmail.com to agapemcccchurch@gmail.com status report. Lisa will have this task completed by the next BOD Meeting.

Open Discussion

Calendaring – Review upcoming events

Wine Tasting – postponing until Spring [Ward and Trish]

Fall Festival with St. Anne's – October 22, 2022, 4:00-8:00 PM. Amy will coordinate this but needs volunteer help.

We will continue this discussion via email.

5th Sunday Breakfast October 30, 2022 @ 10:30AM

Holiday Dinner at Bellavita's – November 13, 2022, 4:00-8:00PM

Christmas Day Breakfast – December 25, 2022 – 10:30AM

Cassy Batts motioned to adjourn the meeting. Leigh Wolfer seconded. Motion passed. The meeting was adjourned at 8:50PM.

Respectfully submitted,



Leigh Ann Wolfer, Clerk

Agape' MCC Board of Directors

Agape' Metropolitan Community Church
Treasurer's Report
August 31, 2022

August Attendance	60
July Attendance	50
Variance Up / (Down)	10

Monthly

Income & Expense Variance:	Actual	Budgeted	Variance
Tithes	6,362.39	4,416.67	1,945.72
Other	1,541.49	3,524.29	(1,982.80)
Total Income	7,903.88	7,940.96	(37.08)
 Total Expenses	 9,482.90	 7,940.96	 1,541.94
 Variance (Over) / Below Budget	 (1,579.02)	 -	 (1,579.02)

Yearly

Income & Expense Variance:	Actual	Budgeted	Variance
Tithes	37,303.89	22,083.34	15,220.55
Other	31,781.04	17,621.47	14,159.57
Total Income	69,084.93	39,704.81	29,380.12
 Total Expenses	 72,465.39	 39,704.81	 32,760.58
 Variance (Over) / Below Budget	 (3,380.46)	 -	 (3,380.46)

M Wilkerson Scholarship Fund	2,363.46
GGGDs	1,422.24
Building Repair	1,439.00
Caprock - Line of Credit	2,004.60

Respectfully Submitted,

Lisa A Davenport / Amy Ashton
Treasurer, Agape MCC Board

AGAPE' METROPOLITAN COMMUNITY CHURCH

Balance Sheet As of August 31, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Chase - Debit Card	81.09
Chase - Operating	1,875.55
Chase - Savings	2,861.57
Total Bank Accounts	\$4,818.21
Other Current Assets	
NFS - M Wilkerson Scholarship F	2,882.76
Receivables	0.00
Uncategorized Asset	-150.00
Total Other Current Assets	\$2,732.76
Total Current Assets	\$7,550.97
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	\$836,690.23

AGAPE' METROPOLITAN COMMUNITY CHURCH

Balance Sheet As of August 31, 2022

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Benevolence / GGGDS Fund	1,422.24
Building Maintenance Fund	1,439.00
Direct Deposit Payable	0.00
MCC	0.00
Payroll Liabilities	448.88
Federal Taxes (941/944)	435.64
Total Payroll Liabilities	884.52
Rev Wynn Christmas Fund	0.00
Scholarship Awards	2,363.46
Special Offerings	0.00
Total Other Current Liabilities	\$6,109.22
Total Current Liabilities	\$6,109.22
Long-Term Liabilities	
Caprock - Line of Credit	2,004.60
Chase PPP SBA Loan	0.00
Total Long-Term Liabilities	\$2,004.60
Total Liabilities	\$8,113.82
Equity	
Donations	383,192.40
Opening Bal Donations	448,764.47
Net Revenue	-3,380.46
Total Equity	\$828,576.41
TOTAL LIABILITIES AND EQUITY	\$836,690.23

AGAPE' METROPOLITAN COMMUNITY CHURCH

Statement of Activity Comparison

August 2022

	TOTAL
Revenue	
Other Income	
Gas Royalty	450.01
Interest Income	841.48
Rent	250.00
Total Other Income	1,541.49
Tithes/Offerings	
Sunday Service	6,362.39
Total Tithes/Offerings	6,362.39
Total Revenue	\$7,903.88
GROSS PROFIT	\$7,903.88
Expenditures	
Administrative Expenses	
Bank Service Charges	81.99
Continuing Education	390.00
Telephone/Internet	233.70
Total Administrative Expenses	705.69
Payroll Expenses	
Health Insurance	100.06
Housing	1,416.66
Payroll Taxes	293.88
Senior Pastor	3,841.66
Total Payroll Expenses	5,652.26
Property Management	
Dumpster Service	135.86
Electric - Church	838.12
Electric - Security Light	65.50
Gas	72.53
Insurance-Multi Peril	646.57
Security Expense	211.53
Water	531.58
Yard Maintenance	280.00
Total Property Management	2,781.69
Tithes	
UFMCC	343.26
Total Tithes	343.26
Total Expenditures	\$9,482.90
NET OPERATING REVENUE	\$ -1,579.02
NET REVENUE	\$ -1,579.02

AGAPE' METROPOLITAN COMMUNITY CHURCH

Statement of Activity Comparison

January - August, 2022

	TOTAL
Revenue	
Other Income	
Gas Royalty	2,690.06
Interest Income	13,001.57
Misc Income	15,089.41
Rent	1,000.00
Total Other Income	31,781.04
Tithes/Offerings	
Sunday Service	37,303.89
Total Tithes/Offerings	37,303.89
Total Revenue	\$69,084.93
GROSS PROFIT	\$69,084.93
Expenditures	
Administrative Expenses	
Bank Service Charges	583.22
Continuing Education	390.00
Meals & Entertainment	1,239.98
Telephone/Internet	1,568.35
Total Administrative Expenses	3,781.55
Conferences	
General Conference	421.98
Total Conferences	421.98
Music Program	
Copyrights	150.00
Guest Musicians	300.00
Total Music Program	450.00
Other Expenses	65.00
Payroll Expenses	
Health Insurance	925.50
Housing	11,333.28
Payroll Taxes	2,351.09
Senior Pastor	30,733.28
Total Payroll Expenses	45,343.15
Property Management	
Building Repair	2,925.00
Dumpster Service	1,009.54
Electric - Church	3,441.28
Electric - Security Light	574.52
Gas	1,434.98
Insurance-Multi Peril	4,889.37

AGAPE' METROPOLITAN COMMUNITY CHURCH

Statement of Activity Comparison

January - August, 2022

	TOTAL
Security Expense	634.59
Taxes - Mineral Rights	165.78
Water	2,048.42
Yard Maintenance	2,045.00
Total Property Management	19,168.48
Tithes	
Pension	976.50
UFMCC	2,258.73
Total Tithes	3,235.23
Total Expenditures	\$72,465.39
NET OPERATING REVENUE	\$ -3,380.46
NET REVENUE	\$ -3,380.46

AGAPE' METROPOLITAN COMMUNITY CHURCH

Statement of Activity Comparison

January - August, 2022

	TOTAL	
	JAN - AUG, 2022	JAN - AUG, 2021 (PY)
Revenue		
Other Income		
Gas Royalty	2,690.06	1,322.65
Interest Income	13,001.57	9,024.93
Misc Income	15,089.41	18,623.21
Rent	1,000.00	
Total Other Income	31,781.04	28,970.79
Tithes/Offerings		
Sunday Service	37,303.89	33,721.00
Total Tithes/Offerings	37,303.89	33,721.00
Total Revenue	\$69,084.93	\$62,691.79
GROSS PROFIT	\$69,084.93	\$62,691.79
Expenditures		
Administrative Expenses		
Bank Service Charges	583.22	528.66
Continuing Education	390.00	
Meals & Entertainment	1,239.98	375.00
Office Supplies		616.87
Telephone/Internet	1,568.35	1,490.71
Total Administrative Expenses	3,781.55	3,011.24
Conferences		
General Conference	421.98	
Total Conferences	421.98	
Music Program		
Copyrights	150.00	142.00
Guest Musicians	300.00	
Repair & Maint - Audio		125.00
Total Music Program	450.00	267.00
Other Expenses	65.00	
Payroll Expenses		
Health Insurance	925.50	741.04
Housing	11,333.28	11,333.28
Payroll Taxes	2,351.09	2,351.09
Senior Pastor	30,733.28	30,733.28
Total Payroll Expenses	45,343.15	45,158.69
Property Management		
Building Repair	2,925.00	1,636.00
Dumpster Service	1,009.54	928.96
Electric - Church	3,441.28	2,640.48

AGAPE' METROPOLITAN COMMUNITY CHURCH

Statement of Activity Comparison

January - August, 2022

	TOTAL	
	JAN - AUG, 2022	JAN - AUG, 2021 (PY)
Electric - Security Light	574.52	541.83
Gas	1,434.98	1,542.06
Insurance-Multi Peril	4,889.37	4,308.22
Security Expense	634.59	601.47
Taxes - Mineral Rights	165.78	207.98
Water	2,048.42	1,435.08
Yard Maintenance	2,045.00	2,331.00
Total Property Management	19,168.48	16,173.08
Tithes		
Pension	976.50	1,482.00
UFMCC	2,258.73	2,317.70
Total Tithes	3,235.23	3,799.70
Total Expenditures	\$72,465.39	\$68,409.71
NET OPERATING REVENUE	\$ -3,380.46	\$ -5,717.92
NET REVENUE	\$ -3,380.46	\$ -5,717.92