

Finance Meeting Minutes
Prospect United Methodist Church
December 1, 2016

In Attendance: Pastor Yountae Kim, Tim Krauss, Chairperson Jackie Palance, Sue Powers, and Don Titus.

Minutes From Last Meeting: The minutes from the meeting of November 3, 2016 were approved as written.

Old Business: Pastor Kim has enlisted a volunteer and friend to do the Church audit.

Tim Krauss reported that six months of the Church apportionment has been unpaid (about \$11,000). He cannot pay more than one month of the apportionment out of the operating expense fund of the Church. Therefore, the Committee instructed him to ask the Board of Trustees for \$10,000 to cover the rest of the 2016 apportionment.

New Business: The Unrestricted Pledge and General Offering income was \$93,801.92 through November, 2016. The annual budgeted income was set a \$122,000 leaving a -\$28,198.08 deficit.

Most of the meeting's new business was spent developing a budget for 2017. On the expense side, the pastor's salary was set at \$40,300, and the music director's salary was increased about 3% (\$12,484). The stipend for "Kids Praise God" was kept at \$1,600. Heating oil for the Church was reduced from \$22,000 to \$20,000. Church insurance remained at \$15,737. The repairs/ maintenance line items for the Church and parsonage were increased from \$5,000 to \$10,000 (church) and from \$500 to \$1000 (parsonage). \$3,000 was allocated in the 2017 budget for an outside cleaning service. This could be reduced if a coordinator and more volunteers can be found to clean the inside of the Church.

On the income side, \$69,706 in General Fund pledges and \$5,851 in Building Fund pledges were received from the November pledge campaign. About 46 pledges have been received, but more are coming in each week. 76 active General Fund pledges were received last year, and 89% of them have been paid to date. Adding in 2016 data for non-pledge regular givers, pew visitors, and plate offerings, the Committee was able to project 2017 Church Budget Income to be an estimated \$135,655. Church Budget Total Expenses for 2017 were projected

at \$203,995 (A few thousand dollars needs to be added for program areas.) This leaves an estimated deficit of \$68,340 in the projected Church Budget for 2017 (without adding church programming).

The Committee will be able to reduce the budget deficit to about \$55,340 if money can be transferred from the Building Fund, Roberts Fund, and some other groups in the Church.

Emails will be sent to all chairpersons in the Church for budget proposal requests. Letters will be sent to all people who pledged in 2016 and have not pledged for 2017 in an effort to boost the projected income side of the 2017 budget. This will be done in December, 2016.

Next Meeting: Thursday, January 5, 2017 at 7:00 p.m.

Respectfully submitted,

Don Titus