



CHURCH OF THE TRINITY

METROPOLITAN COMMUNITY CHURCH

Board of Directors Meeting Agenda – August 20, 2019

Opening Prayer

Establishment of a Quorum

Reports: July Meeting Minutes, Finance, Pastor, Building and Grounds

Action items:

- Storage Shed

Discussion items:

- Finance Committee Items
 - Borrow up to \$4500 from contingency
 - Have interest from bequest go into operations
 - Update on bequest items and costs
- Over and Above
 - Donated art work - High end Dinner and Art Auction
- Fall Fund Raiser - Yard Sale (hopefully Kathy will be prepared to talk about this)
- Christmas Eve
- General Conference Money Plan
- Pierce Hall Usage Policy

Closing Prayer and Adjournment

Board of Directors Meeting Minutes – 8/20/19

Opening Prayer

Establishment of a Quorum– Members present: Jack Botelho, Lillie Brock, Jesse Clayton, Mary Cumisky, Kathy King, Joe McKenzie, Fuzzy Mintz and Ann Vassilaros. Guest present: Jerry Poisson, and Dar Purugganan.

The following reports (see attached) were submitted for approval: Minutes of the July Board meeting, treasurer’s report, and pastor’s report. Jack Botelho made a motion that all reports be accepted, seconded by Ann Vassilaros. Motion passed unanimously.

Action Items:

Jack requested that we purchase a storage shed and portable AC unit for some of the chairs in Pierce Hall. Kathy suggested the possibility of repurposing the former food pantry building. Ann Vassilaros made a motion to clean up the building formerly used for a food pantry and purchase a window AC unit, not to exceed \$300. Motion seconded by Fuzzy Mintz, motion passed unanimously.

The finance committee indicated concern about the shortfall of plate incoming and asked for approval to use contingency funds. Ann Vassilaros made a motion that we approve up to \$2500 from contingency fund to the operating budget if the shortfall continues and additional funds are needed for the day-to-day operating expenses. Motion seconded by Joe McKenzie, motion passed unanimously.

The bequest received in June is currently in a money market fund until the distribution of the funds are determined. At the request of the finance committee Ann Vassilaros made a motion that we put the interest from the money market into the operating fund until the money is moved out of the money market. Motion seconded by Kathy King, motion passed unanimously.

Discussion Items:

Lillie and Ann reported on the discussions of the finance team regarding distribution of the bequest from John Hansen. Items on the table are: paving the driveway on the south and east of the property and patching potholes in existing paving, covering the courtyard, endowment fund, and organizations to “tithe” too. The finance committee plans to have recommendations to the board at the September meeting.

The church received a donation of numerous painting from Shirley Charron and Eva Maria White (both artist) with the understanding that we can auction them off. The plan is to have a fund raiser that is a high end dinner and art auction. Jack is hoping to get Arthur Boyce on board with help to plan and execute the event.

Kathy reported we will be having a yard sale/flea market in November. It will consist of furniture and other large items. We will not have any clothing items this year.

Lillie requested that we consider holding our Christmas Eve service off campus in order to make it more appealing to the community at large. The board decided it is too late this year to plan an off campus event, we will look at having the Christmas Eve service off campus in 2020.

Lillie brought up the need to do better planning about our policy on paying the expenses for lay delegates to attend MCC General Conference. There was confusing this year about the amount and what would be paid for. We discussed the need to set aside a certain amount each year so as to be better prepare on the years conference is held.

Jack created an updated Pierce Hall Usage Policy (see attached). The policy will be posted in Pierce Hall by the alarm panel.

Closing prayer and adjournment

Minutes submitted by:
Jesse Clayton

Church of the Trinity MCC
Monthly Treasurer's Report July 2019

| Total Sources of Income | July Actual | July Budget | Over/(Under) Budget | Year to Date Actual | Year to Date Budget | YTD Variance |
|---|---------------------|---------------------|---------------------|----------------------|----------------------|----------------------|
| Plate Collections | \$ 15,227.90 | \$ 16,923.00 | \$ (1,695.10) | \$ 116,565.89 | \$ 126,923.00 | \$ (10,357.11) |
| Above & Beyond | | \$ 833.00 | \$ (833.00) | | \$ 5,831.00 | \$ (5,831.00) |
| Service Income | \$ 15,227.90 | \$ 17,756.00 | \$ (2,528.10) | \$ 116,565.89 | \$ 132,754.00 | \$ (16,188.11) |
| Ministries, Programs, and Events (Raffle, Lenen Books, Music Ministry, Wednesday Dinners) | \$ 70.00 | \$ 343.00 | \$ (273.00) | \$ 4,330.00 | \$ 8,425.00 | \$ (4,095.00) |
| Other (Fundraising -net, Advertising/Sponsorship, Facilities Donations, Interest Income) | \$ 4,951.80 | \$ 1,666.00 | \$ 3,285.80 | \$ 24,997.97 | \$ 11,666.00 | \$ 13,331.97 |
| Total Undesignated/Unrestricted | \$ 20,249.70 | \$ 19,765.00 | \$ 484.70 | \$ 145,893.86 | \$ 152,845.00 | \$ (6,951.14) |
| Interest Income - Contingency Fund | | \$ - | \$ - | \$ 2,168.10 | \$ - | \$ 2,168.10 |
| Love Offerings | \$ 303.07 | \$ - | \$ 303.07 | \$ 15,335.90 | \$ - | \$ 15,335.90 |
| Interest Income - Building Fund Reserve | \$ 7.06 | | \$ 7.06 | \$ 135.33 | \$ - | \$ 135.33 |
| Designated/Restricted | \$ 310.13 | | \$ 310.13 | \$ 17,639.33 | | \$ 17,639.33 |
| Bequest | \$ - | | \$ - | \$ 356,432.41 | | \$ 356,432.41 |
| Designated/Restricted & Bequest | \$ 310.13 | \$ - | \$ 310.13 | \$ 374,071.74 | \$ - | \$ 374,071.74 |
| Total Sources of Income | \$ 20,559.83 | \$ 19,765.00 | \$ 794.83 | \$ 519,965.60 | \$ 152,845.00 | \$ 367,120.60 |
| Less Bequest | | | | \$ (356,432.41) | | \$ (356,432.41) |
| Adjusted Income | \$ 20,559.83 | \$ 19,765.00 | \$ 794.83 | \$ 163,533.19 | \$ 152,845.00 | \$ 10,688.19 |

Church of the Trinity MCC
Monthly Treasurer's Report July 2019

| Total Expenses by Category | July Actual | July Budget | Over/(Under) Budget | Year to Date Actual | Year to Date Budget | YTD Variance |
|---|---------------------|---------------------|---------------------|----------------------|----------------------|---------------------|
| Preparing for and Conducting Worship | \$ 4,530.12 | \$ 4,267.00 | \$ 263.12 | \$ 34,749.24 | \$ 33,233.00 | \$ 1,516.24 |
| Reaching Out to Serve Our Community | \$ 119.49 | \$ 46.00 | \$ 73.49 | \$ 2,498.62 | \$ 4,942.00 | \$ (2,443.38) |
| Staying Connected/Caring for Our Church Family | \$ 12,998.99 | \$ 10,174.00 | \$ 2,824.99 | \$ 86,913.36 | \$ 72,505.00 | \$ 14,408.36 |
| Spiritual Education and Growth | \$ - | \$ 42.00 | \$ (42.00) | \$ - | \$ 292.00 | \$ (292.00) |
| Equipping & Maintaining Buildings and Grounds | \$ 2,760.93 | \$ 2,579.00 | \$ 181.93 | \$ 61,535.64 | \$ 25,055.00 | \$ 36,480.64 |
| Supporting the Wider Mission UFMCC | \$ 2,923.31 | \$ 2,223.00 | \$ 700.31 | \$ 19,101.73 | \$ 16,675.00 | \$ 2,426.73 |
| Pastoral Search & Visit Exp | \$ - | \$ - | \$ - | \$ 9,625.30 | \$ - | \$ 9,625.30 |
| General Conference | \$ 2,150.25 | \$ 200.00 | \$ 1,950.25 | \$ 3,285.62 | \$ 1,400.00 | \$ 1,885.62 |
| Total Expenses by Category | \$ 25,483.09 | \$ 19,531.00 | \$ 5,952.09 | \$ 217,709.51 | \$ 154,102.00 | \$ 63,607.51 |
| Adjustment for Roof (Paid from Building Fund) | | | | \$ (31,370.00) | | \$ (31,370.00) |
| Adjustment for Pastoral Search/Visit (Paid from Contingency Fund) | | \$ - | | \$ (9,625.30) | \$ - | \$ (9,625.30) |
| Love Offerings Paid | | | | \$ (15,511.48) | | \$ (15,511.48) |
| Adjusted Expenses | \$ 25,483.09 | \$ 19,531.00 | \$ 5,952.09 | \$ 161,202.73 | \$ 154,102.00 | \$ 7,100.73 |

CHURCH OF THE TRINITY
2019 WEEKLY PLATE ANALYSIS

| High/Low | Week | Service Income | Plus EFT Actual | Total | Weekly Budget | Variance | Met Budget |
|----------|-----------------------|---------------------|--------------------|---------------------|---------------------|----------------------|------------|
| 3 | 06-Jan | \$ 2,989.00 | | \$ 2,989.00 | \$ 4,425.00 | \$ (561.00) | no |
| 1 | 13-Jan | \$ 4,836.00 | | \$ 4,836.00 | \$ 4,425.00 | \$ 1,286.00 | yes |
| 2 | 20-Jan | \$ 3,943.00 | | \$ 3,943.00 | \$ 4,425.00 | \$ 393.00 | yes |
| 4 | 27-Jan | \$ 1,418.03 | | \$ 1,418.03 | \$ 4,425.00 | \$ (2,131.97) | no |
| | Total January | \$ 13,186.03 | \$ 3,461.50 | \$ 16,647.53 | \$ 17,700.00 | \$ (1,052.47) | |
| 2 | 03-Feb | \$ 3,311.00 | | \$ 3,311.00 | \$ 4,425.00 | \$ (239.00) | no |
| 4 | 10-Feb | \$ 2,045.69 | | \$ 2,045.69 | \$ 4,425.00 | \$ (1,504.31) | no |
| 1 | 17-Feb | \$ 3,986.00 | | \$ 3,986.00 | \$ 4,425.00 | \$ 436.00 | yes |
| 3 | 24-Feb | \$ 2,703.70 | | \$ 2,703.70 | \$ 4,425.00 | \$ (846.30) | no |
| | 28-Feb | \$ 9.48 | | | | | |
| | Total February | \$ 12,055.87 | \$ 3,741.50 | \$ 15,797.37 | \$ 17,700.00 | \$ (1,902.63) | |
| 5 | 03-Mar | \$ 2,392.20 | | \$ 2,392.20 | \$ 4,425.00 | \$ (1,157.80) | no |
| 2 | 10-Mar | \$ 2,711.00 | | \$ 2,711.00 | \$ 4,425.00 | \$ (839.00) | no |
| 3 | 17-Mar | \$ 2,686.00 | | \$ 2,686.00 | \$ 4,425.00 | \$ (864.00) | no |
| 4 | 24-Mar | \$ 2,609.00 | | \$ 2,609.00 | \$ 4,425.00 | \$ (941.00) | no |
| 1 | 31-Mar | \$ 2,894.00 | | \$ 2,894.00 | \$ 4,425.00 | \$ (656.00) | no |
| | Total March | \$ 13,292.20 | \$ 3,191.50 | \$ 16,483.70 | \$ 22,125.00 | \$ (5,641.30) | |
| 1 | 07-Apr | \$ 4,990.00 | | \$ 4,990.00 | \$ 4,425.00 | \$ 1,440.00 | yes |
| 2 | 14-Apr | \$ 3,932.00 | | \$ 3,932.00 | \$ 4,425.00 | \$ 382.00 | yes |
| 3 | 21-Apr | \$ 3,685.00 | | \$ 3,685.00 | \$ 4,425.00 | \$ 135.00 | yes |
| 4 | 28-Apr | \$ 3,125.00 | | \$ 3,125.00 | \$ 4,425.00 | \$ (425.00) | no |
| | Total April | \$ 15,732.00 | \$ 3,231.50 | \$ 18,963.50 | \$ 17,700.00 | \$ 1,263.50 | |
| 4 | 05-May | \$ 2,332.69 | | \$ 2,332.69 | \$ 4,425.00 | \$ (1,217.31) | no |
| 3 | 12-May | \$ 2,566.00 | | \$ 2,566.00 | \$ 4,425.00 | \$ (984.00) | no |
| 2 | 19-May | \$ 2,821.00 | | \$ 2,821.00 | \$ 4,425.00 | \$ (729.00) | no |
| 1 | 26-May | \$ 3,588.00 | | \$ 3,588.00 | \$ 4,425.00 | \$ 38.00 | yes |
| | Total May | \$ 11,307.69 | \$ 4,166.50 | \$ 15,474.19 | \$ 17,700.00 | \$ (2,225.81) | |
| 5 | 02-Jun | \$ 2,184.00 | | \$ 2,184.00 | \$ 4,425.00 | \$ (1,366.00) | no |
| 4 | 09-Jun | \$ 2,316.00 | | \$ 2,316.00 | \$ 4,425.00 | \$ (1,234.00) | no |
| 3 | 16-Jun | \$ 2,537.00 | | \$ 2,537.00 | \$ 4,425.00 | \$ (1,013.00) | no |
| 2 | 23-Jun | \$ 3,476.20 | | \$ 3,476.20 | \$ 4,425.00 | \$ (73.80) | no |
| 1 | 30-Jun | \$ 3,727.00 | | \$ 3,727.00 | \$ 4,425.00 | \$ 177.00 | yes |
| | Total | \$ 14,240.20 | \$ 3,731.50 | \$ 17,971.70 | \$ 22,125.00 | \$ (4,153.30) | |

CHURCH OF THE TRINITY
2019 WEEKLY PLATE ANALYSIS

| High/Low | Week | Service Income | Plus EFT Actual | Total | Weekly Budget | Variance | Met Budget |
|----------|-----------------|----------------|-----------------|---------------|---------------|----------------|------------|
| 2 | 07-Jul | \$ 3,212.50 | | \$ 3,212.50 | \$ 4,425.00 | \$ (337.50) | |
| 1 | 14-Jul | \$ 3,659.45 | | \$ 3,659.45 | \$ 4,425.00 | \$ 109.45 | yes |
| 4 | 21-Jul | \$ 1,962.00 | | \$ 1,962.00 | \$ 4,425.00 | \$ (1,588.00) | |
| 3 | 28-Jul | \$ 2,622.45 | | \$ 2,622.45 | \$ 4,425.00 | \$ (927.55) | |
| | Total July | \$ 11,456.40 | \$ 3,771.50 | \$ 15,227.90 | \$ 17,700.00 | \$ (2,472.10) | |
| YTD | Jan - July 2019 | \$ 91,270.39 | \$ 25,295.50 | \$ 116,565.89 | \$ 132,750.00 | \$ (16,184.11) | |

Weekly plate budget \$ 3,550.00
 Weekly EFT Estimate \$ 875.00
 Total Plate Budget \$ 4,425.00

Pastor's Report
Church of the Trinity
July, 2019
Submitted by Rev. Elder Lillie Brock

Introduction

July has been a busy month for the staff as we have been working very hard to tee ourselves up for the Fall. It was also the month of General Conference so while that was a wonderful experience, it also took many of us away from our work for a full week.

Ministry

I have spent a goodly deal of time working with our ministry leaders including establishing a monthly meeting of the ministry leaders. As a group, our goal will be to make sure all ministries are in the loop with the different things that are going on and HOW those things affect their ministries. This entire effort is one of collaboration and creating a space where we move outside our silos and see what each of our parts contribute to the whole.

I see that the primary ministry areas that are not functioning are with trans folks and in the leadership of hospitality. Although folks work to provide hospitality each week, it is only a few and the ministry has no leader.

Wednesday nights are returning even though it looks a little different. Hopefully there will be a renewed sense of participation.

Rev. Tony will be working to build a connection group that will focus on our first time guests and coordinate the other ministries that are affected by this effort.

Programming

It has been a very good six months of improving our efforts around programming and people have responded very favorably as evidenced by their participation AND their feedback. Rev. Donna has done a great job of setting up these program opportunities and doing the administrative work around them.

In September, we will launch Meetup Groups that will make up most of what we do around programming, at least until we get them up and running.

Staff

Ambor continues to manage our expenses while handling a million details. Our angel volunteers are working full days (it was only supposed to be 10-2) so we will need to take a look

at this eventually. We are incredibly blessed to have them but we are remiss if we don't calculate the cost of losing them.

Rev. Tony has been working very hard on a Visitor Engagement and Retention Program that we will launch on August 25th (the first phase). I am excited about this and pleased with the progress we are making.

Ambor and Doug have been working with CCB to prepare us for data migration soon. We hope to be using CCB internally in the next month.

Ambor and I have been working to finish up details so that we can launch our website. As long as there are no glitches, we will launch the site in the next two weeks. This will give us a much needed boost in our outward facing presence.

Some Concerns:

- Although we are very sound financially, our plate offerings fail to meet budget 2/3 of the time. This is the part of the budget that is central to our meeting operational needs. The pledge campaign in the fall, I hope, will help. But my overall concern is about the congregation's commitment and faithfulness to consistent giving.
- It is really a problem that our two other pastors, who work hard and are always here, are not getting paid anything. This really has to be addressed soon or we will likely find ourselves without either of them next year.
- The board has a lot of work to do in the next couple of months and I feel like there is very slow responsiveness to even the smallest requests. I hope we can make some commitments to each other to improve this.

I love my work with this church and feel very blessed to be here.

PIERCE HALL USAGE POLICY

Since Pierce Hall is the site for many gatherings, these guidelines should be adhered to in order to maintain the Hall and to prevent unneeded repairs:

WHEN ENTERING

1. If the alarm system is ON when you come in, **CLOSE FRONT DOOR** behind you, enter the code to disarm the system
2. Adjust the air conditioning/heat to a comfortable setting
3. Set up chairs and tables to suit your needs
4. **PLACE NO TAPE OF ANY KIND OR PUSH PINS ON ANY OF THE WALLS**

WHEN LEAVING

5. Dispose of trash, food, drink containers, excess papers, etc. in the trash receptacles
6. If food was served (in any form) please wipe down tables and clean floor of crumbs, etc. (broom and dust pan in restroom closet.)
7. Return chairs/tables to configuration in which you found them
8. **TURN OFF ALL LIGHTS – INSIDE AND OUT**
9. **IMPORTANT – reset thermostat to 79° - setting on cool, fan on auto**
10. **CLOSE FRONT DOOR**, enter code to alarm the system, exit and lock door.

PLEASE REMEMBER –

- No alcoholic beverages or controlled substances are allowed in the building or anywhere on the church campus.
- No church property may be removed from Pierce Hall.

Thank you.