



## Congregation Meeting Agenda November 3, 2019

Welcome and Opening Prayer – Rev. Lillie Brock

Quorum Established – Jesse Clayton, Clerk

Approval of Meeting Agenda – Jesse Clayton, Clerk

Approval of January 19, 2019 Congregational Meeting Minutes – Jesse Clayton, Clerk

Pastor’s Report/Update on bequest funds – Rev. Lillie Brock

Approval of Slate for Board of Directors – Rev. Lillie Brock and Nominating Committee

Election of Lay Delegates – Rev. Lillie Brock

External Audit Report – Ann Vassilaros, Treasurer

Approval of 2020 Budget – Ann Vassilaros, Treasurer

By-Law Changes – Jesse Clayton, Clerk

Adjournment – Rev. Lillie Brock



## Congregation Meeting Minutes – November 3, 2019

Rev. Lillie Brock opened the meeting at 11:45am with a prayer.

A quorum was established with 51 members present.

Bob Landry made a motion to accept the agenda for the meeting, Gerry Poisson seconded. Motion passed.

Fuzzy Mintz made a motion to approve minutes of the January 19, 2019 Congregational Meeting, Bob Landry seconded. Motion passed.

Rev. Lillie Brock gave her pastor's report and an update on the recommendations by the finance committee on the distribution of bequest money from John Hansen in the amount of \$356,432.41. See attached

Bob Landry and Laticia Williams explained the process used by the Nominating committee for assessing application for the Board of Directors and Lay Delegates.

Oliver Dill made a motion that the slate of candidates (David Daniels, Marilyn Kane, and Becky McDonough) be approved, seconded by Bonnie Alberti. Motion passed.

Jim Lachapelle made a motion to accept the candidates (Chris Keusch and Felix Power) for election as Lay Delegates seconded by Jim Ferrell. Motion passed.

Ann Vassilaros, Treasurer, reported that we have hired an accountant to perform and external audit report and are in the process of scheduling a time to begin the process.

Mary Lee Seibert made a motion to approve the 2020 budget, Chris Keusch seconded. Motion passed. See attached budget.

Jesse Clayton, Clerk, presented proposed changes to the by-laws (see attached). Ann Bee made a motion to accept the by-law changes, Janet Giuffrida seconded. Motion passed.

Meeting adjourned at 1:00pm.

## **Pastor's Report**

### **Administrative**

- New Website
- New Data Base System -- Church Community Builder
- Facebook Ads Every Week
- Weekly Staff Meetings
- New Tracking Systems
- New Visitor Process Implemented
- New E-Newsletter
- Streamlined Processes

### **Church Life**

#### **Programs**

- 5 Book Studies
- 2 Simplicity Classes
- Ringling Brothers Museum
- Kayak Trip
- Painting with a Twist
- Bingo
- Meditation Class
- Karaoke
- 4 New Member Class
- Balance Class
- Lenten Affirmations Online
- 9 Meetup Groups - Averaging 77 people per week

#### **Outreach**

- FELT
- Mothers Helping Mothers
- Manatee Pride
- Pulse Memorial Service
- Community AIDS Network
- Social Justice Team Film Screenings
- ALSO Youth
- MCC Kampala

#### **Special Services**

- Ash Wednesday
- Good Friday
- Pastor Installation
- Easter Sunrise
- Juneteenth
- Ordination
- Laity Sunday
- Transgender Day of Remembrance
- World AIDS Day
- Blue Christmas
- Thanksgiving Interfaith Service
- Christmas Eve

#### **Special Events**

- Comedian Vicky Shaw
- Faces of Change
- Fish Fry
- Golf Tournament
- 3 Pastor Chats
- Valentine's Day Dinner
- Pet Fair and Blessing
- Flea Market

## **Ministry Teams**

- Added a Ministry Team Leader Group
- Added 3 new Ministry Teams
  - Generosity
  - Worship
  - World AIDS Day
- Added 10 new members

## **Pastoral Care**

- 13 Hospital Visits
- 63 One-On-One Appointments
- 11 Cards
- 22 Phone Calls
- 42 Texts to Individuals
- 2 Memorial Services
- 1 Wedding

## **Finance Team Recommendations for bequest from John Hansen**

- Establish an Endowment Fund in the range of \$200,000 - \$240,000
- Marketing: \$10,000 (Including conversion to CCB from Church Windows)
- \$27,000 for driveway paving on south & east sides of buildings
- \$49,000 for covering courtyard for year-round use
- \$35,000 for tithing to various other non-profits
  - Mothers Helping Mothers (by year end 2019)
  - ALSO & PRISM (Possible merger of these two organizations)
  - Church in Kampala
  - FELT (Feeding Empty Little Tummies)
  - UFMCC (to a specific cause designated by Church of the Trinity)

CHURCH OF THE TRINITY  
2020 BUDGET FINAL DRAFT FOR FORUM

Account	Income by Category	2019 Budget	2019 Forecast	2020 Budget
	INCOME			
4.10100	Plate Collections Pledged & Unpledged	\$ 220,000.00	\$ 202,571.80	\$ 208,000.00
4.10104	Above-&Beyond/Special-Appeals-	\$ 10,000.00	\$ 5,000.00	\$ -
<b>TOTAL</b>	<b>Service Income</b>	<b>\$ 230,000.00</b>	<b>\$ 207,571.80</b>	<b>\$ 208,000.00</b>
4.20100	Benevolences	\$ 1,000.00		\$ 1,000.00
4.20104	Dinner Raffles-50/50-	\$ 1,000.00		
4.20105	Flower Donations Altar	\$ 900.00		\$ 1,200.00
4.20106	Golf & T-Shirts (Sales)-	\$ 500.00		
4.20109	In Honor/Memoriam	\$ 2,000.00		\$ 5,000.00
4.20113	Music Ministry, Inc.	\$ 600.00		
4.20116	Wednesday Dinners-	\$ 9,000.00		\$ -
<b>TOTAL</b>	<b>Ministries, Programs and Events</b>	<b>\$ 15,000.00</b>	<b>\$ 11,982.50</b>	<b>\$ 7,200.00</b>
4.20117	Memorial Garden/Columbarium	\$ 6,000.00	\$ 5,385.00	\$ 9,000.00
4.20119	Program Income			\$ 9,000.00
4.30100	Fundraising (Net of Expenses)	\$ 10,000.00		\$ 24,645.00
4.30102	Fund Raising Raffles	\$ 1,000.00		
4.40100	Advertising/Sponsorship			
4.40101	Bequests			
4.40102	Facilities Donations	\$ 2,500.00		\$ 3,600.00
4.40103	Interest Income Checking	\$ 500.00		\$ 7,200.00
<b>TOTAL</b>	<b>Other</b>	<b>\$ 20,000.00</b>	<b>\$ 31,499.26</b>	<b>\$ 53,445.00</b>
	<b>TOTAL INCOME</b>	<b>\$ 265,000.00</b>	<b>\$ 265,000.00</b>	<b>\$ 268,645.00</b>
New Account	Seed Planters (replaces Above & Beyond)			\$ 30,000.00
	<b>TOTAL INCOME</b>	<b>\$ 265,000.00</b>	<b>\$ 256,438.56</b>	<b>\$ 298,645.00</b>

CHURCH OF THE TRINITY  
2020 BUDGET FINAL DRAFT FOR FORUM

	EXPENSES					
	Expenses by Ministry (Account Detail)					
5.10100	Flowers Altar	\$	500.00		\$	500.00
5.10101	Guest Musicians	\$	1,000.00		\$	1,000.00
5.10102	Guest Preachers	\$	500.00		\$	500.00
5.10103	Music Copyright License	\$	225.00		\$	225.00
5.10104	Music Department Salaries	\$	19,925.00		\$	20,314.32
5.10105	Pastor Compensation Worship	\$	17,500.00		\$	6,885.00
5.10106	Pastor Housing Allowance	\$	17,500.00		\$	28,815.00
5.10107	Worship Supplies	\$	500.00		\$	1,500.00
	<b>TOTAL Preparing for and Conducting Worship</b>	<b>\$</b>	<b>57,650.00</b>	<b>\$</b>	<b>58,640.33</b>	<b>\$ 59,739.32</b>
	Expenses					
5.20101	Congregational Dinner	\$	-			
5.20102	Kitchen Supplies	\$	250.00		\$	250.00
5.20103	PrideFest	\$	300.00		\$	300.00
5.20104	Special Events - Fellowship	\$	300.00		\$	200.00
5.20105	Sunday Hospitality (Ministries Funded by Designated \$)					
5.20106	<del>Wednesday Night Dinner Expense (\$145/wk, 36-weeks)</del>	\$	5,220.00			
5.20107	<del>Wednesday Night Dinner Salaries (\$75/wk)</del>	\$	2,700.00			
	<b>TOTAL Reaching Out to Serve Our Community</b>	<b>\$</b>	<b>8,770.00</b>	<b>\$</b>	<b>4,011.90</b>	<b>\$ 750.00</b>

CHURCH OF THE TRINITY  
2020 BUDGET FINAL DRAFT FOR FORUM

5.30100	Administrative Expense - Other (Background Checks)	\$	100.00	\$	500.00
5.30101	Administrative Salaries	\$	43,420.00	\$	44,527.08
5.30102	Advertising	\$	1,200.00	\$	1,200.00
5.30103	Awards & Acknowledgements	\$	200.00	\$	150.00
5.30104	Credit Card & Easy Tithe Fees	\$	6,000.00	\$	4,000.00
5.30105	Benevolence Expense	\$	250.00		
5.30106	Clergy Licensing	\$	175.00	\$	175.00
5.30107	Computer Hardware				
5.30108	Computer Software	\$	800.00	\$	2,500.00
5.30109	Continuing Education	\$	200.00	\$	200.00
5.30111	Equipment Lease	\$	6,000.00	\$	6,000.00
5.30112	Equipment Maintenance				
5.30113	<del>Golf &amp; T-Shirts (Expense)</del>				
5.30114	Flowers - Memorial				
5.30117	Health Insurance	\$	9,600.00	\$	15,000.00
5.30119	Licenses & Fees	\$	75.00	\$	75.00
5.30120	Love Offerings Paid				
5.301.21	Love Offerings Written Off				
5.30122	Media Expense (Ministries Funded by Designated \$)	\$	300.00	\$	-
5.30123	Music Ministry (Ministries Funded by Designated \$)	\$		\$	-
5.30124	Office Supplies	\$	1,935.00	\$	2,000.00
5.30126	Pastor's Compensation: Church Family 50%	\$	17,500.00	\$	6,885.00
5.30127	Pastor's Housing: Church Family 50%	\$	17,500.00	\$	28,815.00
5.30128	Pastor's Professional Expenses				
5.30129	Payroll Taxes (\$133,570 X .0765)	\$	10,440.00	\$	10,422.60
5.30130	Pension UFMCC	\$	2,400.00	\$	3,006.00

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5.30131	Postage Expense	\$	500.00	\$	500.00
5.30132	Professional & Legal Fees	\$	500.00	\$	500.00
5.30135	Senior Pastor 403B (3% X \$70,000)	\$	2,100.00	\$	2,100.00
5.30136	Senior Pastor Life Insurance				
5.30138	Telephone & Internet Service (12 x \$350)	\$	3,000.00	\$	4,200.00
5.30139	Website	\$		\$	500.00
5.30140	Worker's Compensation Expense	\$	1,400.00	\$	1,400.00
5.30141	Worship Equipment Maintenance	\$	250.00		
<b>TOTAL</b>	<b>Staying Connected &amp; Caring for Our Church Family</b>	<b>\$</b>	<b>125,845.00</b>	<b>\$</b>	<b>120,386.30</b>
5.40101	PT Associate Pastor	\$	-		
5.40102	Programming Expenses	\$	500.00	\$	500.00
5.40103	Social Justice (Ministries Funding)				
<b>TOTAL</b>	<b>Spiritual Education &amp; Growth</b>	<b>\$</b>	<b>500.00</b>	<b>\$</b>	<b>500.00</b>



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5.50100	Bldg. & Property Repairs	\$	1,000.00		\$	2,000.00
5.50102	Electricity	\$	5,500.00		\$	5,500.00
5.50103	Grounds Expense	\$	100.00		\$	2,000.00
5.50104	Insurance Property & Liability	\$	10,000.00		\$	10,000.00
5.50105	Janitorial Service	\$	4,500.00		\$	4,500.00
5.50106	Lawn Maintenance	\$	6,000.00		\$	6,000.00
5.50107	Lift Station (4 x \$300)	\$	1,800.00		\$	1,200.00
5.50109	Minor Maintenance & Supplies	\$	1,000.00		\$	1,200.00
5.50113	Pest Control	\$	750.00		\$	750.00
5.50114	Security	\$	1,800.00		\$	2,250.00
5.50116	Water, Sewer, Trash	\$	6,500.00		\$	7,500.00
5.50118	Perpetual Care - Memorial Garden	\$	2,000.00		\$	2,500.00
<b>TOTAL</b>	<b>Equipping and Maintaining Our Building &amp; Grounds</b>	\$	<b>40,950.00</b>	\$	<b>48,125.09</b>	<b>45,400.00</b>
5.65100	Tithes UFMCC 10% (\$240,000)	\$	25,000.00		\$	24,000.00
	Kampala Benevolence 1.5% (\$240,000)	\$	3,885.00		\$	3,600.00
<b>TOTAL</b>	<b>Supporting the Wider Mission UFMCC</b>	\$	<b>28,885.00</b>	\$	<b>32,055.50</b>	<b>27,600.00</b>
5.70102	General Conference	\$	2,400.00	\$	3,124.36	-
	<b>TOTAL EXPENSES</b>	\$	<b>265,000.00</b>	\$	<b>266,343.48</b>	<b>268,645.00</b>
	New Expenses funded by Seed Planters	\$			\$	30,000.00
	<b>TOTAL EXPENSES</b>	\$			\$	<b>298,645.00</b>

	<b>Expenses</b>	\$	<b>268,645.00</b>
	<b>Income</b>	\$	<b>268,645.00</b>
	<b>Net Difference</b>	\$	<b>-</b>

CHURCH OF THE TRINITY  
2020 BUDGET FINAL DRAFT FOR FORUM

	<b>Ministry Expenses (Paid from Designated Funds)</b>		
	Media	\$ 3,225.00	
	Hospitality (52 x \$20.00)	\$ 1,040.00	
	Social Justice	\$ 1,700.00	
	Music	\$ 1,000.00	
		\$ 6,965.00	
	<b>Total Allotted of 2020</b>	<b>\$ 10,000.00</b>	

## Proposed By-Law Changes for Congregational Meeting – November 3, 2019

### Article V – Congregational Meetings

Government of the church is vested in its Congregational Meeting, which exerts the right to control ~~of~~ its affairs, subject to the provisions of the UFMCC Articles of Incorporation, Bylaws, or documents of legal organization, and the General Conference.

- A. **Time and Place** – An annual Congregational Meeting shall be held each year **during the month of November.** ~~the time and place of the annual Congregational Meeting shall be determined by the Board of Directors.~~

### Article V – Congregational Meetings

D. **Votes Required for Approval** – Decisions, including elections, require approval by a **majority** vote ~~of more than fifty percent~~ (50%+1) of those Members voting, unless otherwise required by UFMCC Bylaws or otherwise stated in these local church Bylaws.

### Article V – Congregational Meetings

G. **Elections** – The Board of Directors shall present to the congregation a slate of candidates for election or re-election to the Board of Directors of Church of the Trinity MCC. The number of nominated candidates shall meet ~~or exceed~~ the number of seats being vacated. The Board of Directors will appoint a nominating committee whose task is to identify, recruit and recommend ~~a slate of~~ candidates to the Board ~~and congregation~~ for **election.** ~~inclusion on the slate presented to the congregation.~~ Votes for positions on the Board of Directors may be by secret and absentee ballot. Nominations from the floor are not permitted.

### Article VI – Local Church Administrative Body

D. **Term of Office** – Newly elected members of the Board will take office **the January following the November meeting of the congregation.** ~~upon election and appropriate security clearance and will continue until the annual congregational meeting closest to the end of their terms.~~

There are instances (listed below) in the by-laws that refer to “Elder” meaning the UFMCC Elder. UFMCC no longer uses in Elders so in keeping with the changes in UFMCC we will change the term ~~Elder~~ to the term **denomination.**

Article VII – D

Article VII

Article VIII – A, 3

Article XI – A and B