

Agenda & Minutes

Group: Leadership Team

Meeting Purpose	To plan and evaluate the mission and ministry of the church				
Meeting Objective	To review current health indicators and plans for our future ministry				
Date/Time	Monday, February 18, 2019 at 6:30-8:00 pm				
Location & Contact Info.	Whittington Fellowship Hall				
Leader	Steve Johnson, Cathy Blanco, and Bo Gordy-Stith				
Facilitator	See above				
Scribe	Bo Gordy-Stith				
Other Information					
Attendees	Bo Gordy-Stith	Diane Shoun	Sandra Urstadt	Charlii Miller	
	Paul Loder	Carole Harmon	Sue Haberstroh	Ginny Guessford	
	Mark Holden	Keith Sparks	Pat Haberstroh	Dawn Buckworth	
	Lenny Pompeo	Don Mueller	Ann Newswanger	Steve Johnson	
	Joyce Nelson	Kenzel Messick	Janet Miller	Vicki Spence	

Agenda & Minutes Discussions				
#	Time	Discussion Item	Discussion Result	Responsible
1.	5	Welcome and prayer	Luke 6:36 "Be merciful, as your Father is merciful."	Bo Gordy-Stith
2.	5	Review agenda		
3.	10	Finance Report	Reviewed P&L for January, 2019 (attached). Four households pre-pledged for 2019, and apart from that additional income (\$11,513 pledged for the remainder of 2019), we received \$15,331 of pledged offering in January, 81.4% of budgeted pledges for the month (\$18,826). With the windfall in income, we prepaid several annual bills, including our District apportionment and Property Insurance. Yellow Hat money disbursed (\$4157) is higher than money received (\$869) for the month because we paid the Christmas Eve offering to ODB and Neighborhood House (\$3200) in January.	Susan Haberstroh
4.	10	Trustee Report	<p>Current and Upcoming Projects:</p> <ul style="list-style-type: none"> \$800 to remove two dead trees on our property (Paul Loder will call Carl Meadwell). Purchase safe (~\$100) to put in lockable file cabinet in the office for additional security Heating repaired lower level (\$330) DE School for the Deaf using our Fellowship Hall on March 24 (2-4 pm) to prepare for 50th anniversary of the school. They have requested a sign or flyer advertising our ASL interpretation at the 8:30 service. We discussed putting this information on a sign in front of the church. Hanging microphones (choir microphones) in front of sanctuary and additional speakers in Fellowship Hall (overflow) Capital Campaign plan in the works for Fall – we need ideas and suggestions, but we are also thinking about chair and table storage for fellowship hall, an accessible ramp for the rear of the church, and additional lighting. Please share ideas! Annual Spring cleaning day – Saturday, April 20, 8 am to noon (this is the Saturday before Easter) 	Pat Haberstroh

Agenda & Minutes Discussions				
#	Time	Discussion Item	Discussion Result	Responsible
5.	10	Worship Report	<p>Discussed plans for Palm Sunday (April 14) and the possibility of combining the 8:30 and 11 services that Sunday and holding the service at another location more suitable for combined attendance and acoustics. Most felt that moving to another location for Palm Sunday was not a good idea for the congregation. After some prayer and reflection on our congregation, I (Pastor) have decided not to combine the services for Palm Sunday (the 11:00 service will be a Choral Cantata).</p> <p>Our MOT UM Good Friday Cross Walk will start at Bethesda UMC Middletown parking lot on Friday, Apr 19 at 6 pm).</p> <p>Diane Shoun shared some ideas she has for the expansion of our ASL ministry at St. Paul's – principally around ministry to all people who have any hearing impairment. She is exploring the use of a loop system to connect our sound system with hearing aids as well as an iPhone/Android app that transcribes on the fly. When we get some more ideas into action, this ministry will be great to have the Transcript write up as an article. Gail Garner has also suggested that starting an ASL interpretation class (perhaps on Sunday nights) has been a great way to expand awareness and involvement in this ministry at churches like Wyoming, where Gail also interprets.</p>	Bo Gordy-Stith and Diane Shoun
6.	5	Missions – March 9 MOT Rise Against Hunger	We need to remind folk who have signed up at church to register online. This event will be at St. Andrews School from 10 am to noon and volunteers need to arrive early (9:30 am).	Mark Holden & Dawn Buckworth
7.	5	Membership - Directory	March 28-30 and April 1 – sign ups are going well. We have a few more opportunities for people to staff an information/reception table during the photo sessions – if interested, please contact Kenzel.	Kenzel Messick
8.	10	Family Life	<p>Lent kickoff for children will be on March 3 – parents will be welcome but not required for children to participate.</p> <p>We are moving forward with SPRC and Finance to hire a nursery staff person (who will be supported by an adult (over 18 y/o) volunteer, so that we can offer a nursery during 8:30 and 11:00 worship – as well as Adult Study and Sunday School each Sunday.</p> <p>VBS dates are August 19-23 to build excitement for fall Sunday School launch and to avoid the conflict with other VBS opportunities in the MOT in June.</p> <p>Discussed plans for summer youth mission trip (3rd or 4th week in June), which may be a local mission. Diane suggested looking into Clairveaux Farms in Maryland as a possibility. Lenny shared the value of taking a trip out of the area and sharing the experience as a team.</p>	Vicky Spence
9.		Next meeting date and time	Monday, March 18 at 6:30 pm (we will discuss <i>Growing Young</i> by Kara Powell, Jake Mulder, and Brad Griffin)	All
10.		Adjourn with Prayer	Special Called Session of General Conference Feb 23-26, 2019	Lenny Pompeo

Action Items

AI #	Description	Assigned to	Due Date	Status
1	Call Carl Meadwell to set up tree removal	Paul Loder		
2	Bring Projector from work for Deaf School group meeting March 24	Charlii Miller	March 24	
3	Dream up and share ideas for hospitality capital improvements	All		
4	Read <i>Growing Young: Six Essential Strategies to Help Young People Discover and Love Your Church</i> by Kara Powell, Jake Mulder, and Brad Griffin	All	March 18	
5	Pursue hiring of nursery staff person	SPRC, Finance, Family Life		

St. Paul's UMC
Profit & Loss Budget vs. Actual
 January 2019

1:33 PM
 02/07/2019
 Accrual Basis

	<u>Jan 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
3100 · Pledged Income	26,844.00	18,826.25	8,017.75	142.59%
3110 · Holiday/Special Envelope Contri	128.00	233.33	-105.33	54.86%
3120 · Non-Pledge Offering/Plate	2,173.00	2,060.50	112.50	105.46%
3130 · Sunday School Offering	58.00	41.67	16.33	139.19%
3145 · Special Donations	0.00	125.00	-125.00	0.0%
3160 · Ministry of Building/Bldg. Rent	400.00	83.33	316.67	480.02%
3180 · Mission/Outreach				
3180.5 · Yellow Hat	869.11	2,016.53	-1,147.42	43.1%
Total 3180 · Mission/Outreach	869.11	2,016.53	-1,147.42	43.1%
3190 · Misc. Income	0.00	83.33	-83.33	0.0%
3200 · G & E/Capital Campaign	100.00	0.00	100.00	100.0%
3500 · Youth Income				
3535 · Youth Rally Funds	150.00	0.00	150.00	100.0%
Total 3500 · Youth Income	150.00	0.00	150.00	100.0%
3650 · VBS donations				
3651 · Easter Egg Income	0.00	44.25	-44.25	0.0%
3650 · VBS donations - Other	0.00	66.67	-66.67	0.0%
Total 3650 · VBS donations	0.00	110.92	-110.92	0.0%
Total Income	30,722.11	23,580.86	7,141.25	130.28%
Gross Profit	30,722.11	23,580.86	7,141.25	130.28%
Expense				
2210 · adjustment	29.70	0.00	29.70	100.0%
4005 · Annual Conference Expenses	0.00	25.00	-25.00	0.0%
4100 · Apportionments				
4110 · District Office	705.00	58.75	646.25	1,200.0%
4120 · Conference Apportionment	2,176.00	2,176.42	-0.42	99.98%
Total 4100 · Apportionments	2,881.00	2,235.17	645.83	128.89%
4210 · Misc. Expenses	0.00	83.33	-83.33	0.0%
4400 · Outreach/Missions				
4481 · Local Missions - Yellow Hat	4,156.85	2,016.53	2,140.32	206.14%
Total 4400 · Outreach/Missions	4,156.85	2,016.53	2,140.32	206.14%
6000 · Staff Pastor Relations				
6001 · Guest Preachers	0.00	25.00	-25.00	0.0%
Total 6000 · Staff Pastor Relations	0.00	25.00	-25.00	0.0%
6100 · Pastor Base Comp	3,869.46	3,776.67	92.79	102.46%
6110 · Before Tax Wespath - PIP	749.00	125.00	624.00	599.2%
6120 · FICA/SS Allowance	0.00	414.25	-414.25	0.0%
6130 · MPP-CRSP Pension	1,303.66	651.83	651.83	200.0%
6140 · CPP Pension	478.00	239.00	239.00	200.0%
6170 · Health & Dental Insurance	1,457.00	1,457.00	0.00	100.0%
6180 · Life Insurance	21.00	21.00	0.00	100.0%

	<u>Jan 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
6300 · Parsonage				
6301 · Parsonage Rental/Housing Allow	1,200.00	1,236.00	-36.00	97.09%
Total 6300 · Parsonage	<u>1,200.00</u>	<u>1,236.00</u>	<u>-36.00</u>	<u>97.09%</u>
6500 · Office Expense				
6510 · Supplies - Office	152.70	116.67	36.03	130.88%
6512 · Postage	50.00	45.83	4.17	109.1%
6513 · Copier	394.20	508.33	-114.13	77.55%
Total 6500 · Office Expense	<u>596.90</u>	<u>670.83</u>	<u>-73.93</u>	<u>88.98%</u>
6560 · Payroll Expenses				
6561 · Administrative Assistant	1,483.24	1,606.83	-123.59	92.31%
6562 · Family Life Coordinator	1,648.00	1,785.33	-137.33	92.31%
6563 · Choir Director/Organist (11)	1,648.00	1,666.67	-18.67	98.88%
6564 · Choir Director Continuing Educa	0.00	20.83	-20.83	0.0%
6566 · Choral Accompanist (11)	0.00	500.00	-500.00	0.0%
6567 · Music Accompanist (830)	885.76	959.59	-73.83	92.31%
6560 · Payroll Expenses - Other	467.38	498.66	-31.28	93.73%
Total 6560 · Payroll Expenses	<u>6,132.38</u>	<u>7,037.91</u>	<u>-905.53</u>	<u>87.13%</u>
7000 · Family Ministries				
7010 · Upper Room Ministries	0.00	29.17	-29.17	0.0%
7030 · Sunday School Special Events	0.00	58.33	-58.33	0.0%
7035 · Special Events	0.00	41.67	-41.67	0.0%
7036 · General Supplies	0.00	4.17	-4.17	0.0%
7040 · Curriculum				
7042 · Children's	0.00	62.50	-62.50	0.0%
7043 · Middle School	0.00	8.33	-8.33	0.0%
7044 · High School	0.00	16.67	-16.67	0.0%
7046 · Special Presentations	0.00	8.33	-8.33	0.0%
Total 7040 · Curriculum	<u>0.00</u>	<u>95.83</u>	<u>-95.83</u>	<u>0.0%</u>
7048 · - College Ministries	0.00	6.25	-6.25	0.0%
7050 · Vacation Bible School				
7050.1 · VBS - Curriculum-Supplies-Foc	0.00	58.33	-58.33	0.0%
7050 · Vacation Bible School - Other	0.00	83.33	-83.33	0.0%
Total 7050 · Vacation Bible School	<u>0.00</u>	<u>141.66</u>	<u>-141.66</u>	<u>0.0%</u>
7051 · Easter egg expenses	0.00	12.50	-12.50	0.0%
7090 · Safe Sanctuaries	0.00	41.67	-41.67	0.0%
Total 7000 · Family Ministries	<u>0.00</u>	<u>431.25</u>	<u>-431.25</u>	<u>0.0%</u>
7300 · Worship				
7305 · Worship-ASL Interpreter	100.00	216.67	-116.67	46.15%
7320 · Music Budget	282.49	213.00	69.49	132.62%
7330 · Musician Substitutes	0.00	83.33	-83.33	0.0%
7340 · Worship Supplies	0.00	41.67	-41.67	0.0%
Total 7300 · Worship	<u>382.49</u>	<u>554.67</u>	<u>-172.18</u>	<u>68.96%</u>
7400 · Communications				
7410 · Advertising	0.00	41.67	-41.67	0.0%
7420 · Website	32.00	37.50	-5.50	85.33%

	Jan 19	Budget	\$ Over Budget	% of Budget
Total 7400 · Communications	32.00	79.17	-47.17	40.42%
7500 · Youth Ministries				
7520 · Special Events	0.00	16.67	-16.67	0.0%
7530 · Youth Rallies	541.00	41.67	499.33	1,298.3%
Total 7500 · Youth Ministries	541.00	58.34	482.66	927.32%
7600 · Congregational Care/Fellowship	0.00	41.67	-41.67	0.0%
7610 · Memorial Supplies	0.00	8.33	-8.33	0.0%
7700 · Stewardship	0.00	50.00	-50.00	0.0%
7800 · Health Ministries				
7801 · Health Ministries	0.00	62.50	-62.50	0.0%
Total 7800 · Health Ministries	0.00	62.50	-62.50	0.0%
7900 · Trustees				
7905 · Property Insurance	4,326.00	360.50	3,965.50	1,200.0%
7907 · Workman's Comp Ins.	65.00	71.58	-6.58	90.81%
Total 7900 · Trustees	4,391.00	432.08	3,958.92	1,016.25%
7910 · Church Utilities				
7912 · Natural Gas	384.73	375.00	9.73	102.6%
7915 · Sewer	70.72	29.17	41.55	242.44%
7916 · Electric	486.63	333.33	153.30	145.99%
7917 · Garbage Removal	0.00	29.17	-29.17	0.0%
7918 · Phone - Landline	75.12	72.92	2.20	103.02%
7919 · Telephone - Cellular	0.00	54.17	-54.17	0.0%
7920 · Internet	57.99	58.33	-0.34	99.42%
Total 7910 · Church Utilities	1,075.19	952.09	123.10	112.93%
7930 · Church Maintenance				
7933 · Electrical	0.00	208.33	-208.33	0.0%
7934 · HVAC	0.00	62.50	-62.50	0.0%
7935 · Sexton/Janitor	340.00	340.00	0.00	100.0%
7936 · Plumbing	195.00	83.33	111.67	234.01%
7938 · Pest Control & Fire Prevention	0.00	41.67	-41.67	0.0%
Total 7930 · Church Maintenance	535.00	735.83	-200.83	72.71%
7990 · Audit Fees	0.00	83.33	-83.33	0.0%
Total Expense	29,831.63	23,503.78	6,327.85	126.92%
Net Income	890.48	77.08	813.40	1,155.27%