

# Wilkesboro United Methodist Church

## ADMINISTRATIVE COUNCIL

May 20, 2018 – Unapproved Minutes

The Administrative Council met this date with Chairman Mike Inscore presiding. Chuck Byers led devotions with scripture taken from 1st Corinthians 13:13. The group shared in OUR VISION. The April Treasurer's Report was removed from the Consent Agenda for further discussion. Remaining items were introduced and approved with motion for approval being made by Caroline Randolph and seconded by Ray Rich. All reports are attached or available on the church website via the "Church Business" section of the "Newsletter" page.

Items on the Consent Agenda are noted at the end of these minutes.

TODAY'S OFFERING: John Groce reported an amount of \$3,338.63 in offering today.

FINANCE REPORT and APRIL TREASURER'S REPORT: These were given by Ray Rich in absence of Wanda Sapp. In our general fund Ray noted that \$118,943 had been received with expenditures amounting to \$124,638, an approximate \$5000 difference. Expenditures were higher in April as noted in Trustee's Report. 60% of the new sound system has been paid. Apportionments have been met. Money [\$25,000 as stated in Finance Committee 5/20/18 meeting minutes] is still outstanding for repayment to the McEntire fund. Finance Report is attached.

TRUSTEES REPORT: Ed Snyder reported that repairs on parsonage are complete. Our church roof has been checked. Karen reported that the curbing completed by the town has taken care of the water issue in the basement of the parsonage. With all of the recent rain the parsonage basement has remained dry. Ed indicated they have a volunteer to clean gutters on the church. There is an indication of possible termites in one area. We do not have a contract for this service. Ed indicated there will be a meeting with Cubic this following Tuesday to discuss further needed repairs and these will be numbered in order of need. The sound system is complete. Additional issues were found and repairs were authorized while they were here. Additional funds are needed and these were authorized. 60% of cost has been taken care of. During preparation for the yard sale water problems were discovered. Vannoy and Lankford were called and took care of the situation along with repairing two commodes. Carolyn Price's son is a licensed electrician and repaired ballast and light switches. Glenda Pierce advised that we have a new carrier for our copier. SECURITY: Ed has met with Jason Delbert regarding additional security measures for our church and indicated a need for a committee to work with him. We now have a video camera on our front doors that can be viewed in our sound booth. We need to consider the possibility of hiring an off duty officer for our Sunday morning services.

OTHER REPORTS: Robert Rizoti reminded us of the UMM upcoming Golf Tournament scheduled for June 14. A colorful brochure is available. A few holes for sponsor are still available-call Robert. Please note the impres-

sive print out of the Church and Community Projects that this group financially supported in 2017.

**PASTOR'S REPORT:** Karen reported that Cary Rousseau is resigning as Youth Director in July after the Youth Mission Trip. Cary has done an outstanding job and we are so sorry to lose his remarkable leadership. Donnie Thornton and Angila have asked to give the position a try and they have worked alongside Cary. Karen indicated that the youth group is growing and that there are some amazing youth in this group and some with leadership ability. She feels positive about the State of Our Church. We have visitors and we have two individuals waiting to join.

Pastor Karen closed the meeting with prayer.

Respectfully submitted by: Pat M. Day, recording secretary

**ATTENDEES:** Karen Roberts, Mike Inscore, Pat Day, Chuck Byers, Carol Patton, John Patton, Jan Taylor, Angela Summers, Ed Snyder, Ray Rich, Max Joines, Tony Triplett, Caroline Randolph, Mary Jane Rich, Antha Reid, Robert Rizoti, Barton Waddel, John Groce, David Taylor, Jeff Atwell, Cindy Winslow, Joe McMillan.

<b>CONSENT AGENDA</b> – A vote will be taken without any discussion regarding the Consent Agenda items below.
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**ADMINISTRATIVE COUNCIL:** December 17, 2017 Ad Council minutes is attached.

**FINANCE COMMITTEE:** February 2018 Treasurer Reports are attached for informational purposes only.

**PARSONAGE COMMITTEE:** No vote required. The following work identified on the Home Inspection June 14, 2016, required by the United Methodist Conference prior to the arrival of our new pastor Karen Roberts, is almost complete. Many thanks to Derwin Kilby, Jerry Kilby and Keith Reid for working on many of these projects.

Twenty-three problems were identified and have been fixed. Most recently Vannoy and Lankford worked on some bathroom issues, Campbell Roofing checked roof and Shew Electric completed some electrical problems. We have not received their bills to date.

One final job has been the purchase of two doors - one back door leading from backyard into laundry room and second door for basement plus deadbolt for front door. Doors have been ordered from Johnson Limited with assistance from Mike Cooper. The doors will cost approximately \$1,491.72 plus additional money for installation. To date a down payment of \$789.50 has been paid.

Our thanks too to Pastor Karen and Pastor Tim. They have been most cooperative as we have had workers coming and going in their home.

<b>ITEMS REQUIRING A VOTE</b>
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Caroline Randolph, Chairperson Parsonage

N/A

**Wilkesboro United Methodist Church**  
**Financial Report - General Fund**  
as of June 30, 2018

Cash Position	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	Jun 2018
Opening Balance	\$ 94,210	\$ 103,182	\$ 103,706	\$ 94,619	\$ 88,110	\$ 87,006
Receipts	\$ 37,705	\$ 24,736	\$ 24,188	\$ 32,312	\$ 29,792	\$ 32,388
Expenses	\$ (28,452)	\$ (24,736)	\$ (33,274)	\$ (38,174)	\$ (30,601)	\$ (27,036)
Non-Cash Transactions	\$ (281)	\$ 524	\$ (1)	\$ (647)	\$ (295)	\$ (145)
Balance	\$ 103,182	\$ 103,706	\$ 94,619	\$ 88,110	\$ 87,006	\$ 92,213

Cash Position	Jul 2018	Aug 2018	Sept 2018	Oct 2018	Nov 2018	Dec 2018
Opening Balance		\$ -	\$ -	\$ -	\$ -	\$ -
Receipts						
Expenses						
Non-Cash Transactions						
Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Receipts	Budget	Prior	Current	Total	of Budget	Expected
						% of
Offerings	\$ 384,050	\$ 148,733	\$ 32,188	\$ 180,921		
Rental Fees		\$ -	\$ 200	\$ 200		
Expense Reimbursements		\$ -	\$ -			
Other Receipts		\$ -				
<b>Total Receipts:</b>	<b>\$ 384,050</b>	<b>\$ 148,733</b>	<b>\$ 32,388</b>	<b>\$ 181,121</b>	<b>47%</b>	<b>50%</b>

Expenses	Budget	Prior Month YTD	Current Month	Total	Balance remaining in Budget		
Discipleship	\$ 18,000	\$ 1,493	\$ 441	\$ 1,934	\$ 16,066	11%	
Evangelism/Witness	\$ 4,000	\$ 326	\$ 121	\$ 447	\$ 3,553	11%	
Missions	\$ 16,000	\$ 8,400	\$ -	\$ 8,400	\$ 12,100	53%	
Worship	\$ 4,100	\$ 58	\$ 145	\$ 203	\$ 3,897	5%	
District/Outreach	\$ 41,685	\$ 17,369	\$ 3,474	\$ 20,843	\$ 20,842	50%	
Staff-Parish Relations	\$ 202,765	\$ 75,976	\$ 15,957	\$ 91,933	\$ 110,832	45%	
Trustees	\$ 91,500	\$ 48,720	\$ 6,166	\$ 54,886	\$ 36,614	60%	
Finance	\$ 6,000	\$ 2,895	\$ 732	\$ 3,627	\$ 2,373	60%	
<b>Total Expenses</b>	<b>\$ 384,050</b>	<b>\$ 155,237</b>	<b>\$ 27,036</b>	<b>\$ 182,273</b>	<b>\$ 206,277</b>	<b>47%</b>	<b>100%</b>

**Wilkesboro United Methodist Church**  
**Financial Report - Donor Designated Funds**  
as of June 30, 2018

Cash Activity	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	Jun 2018
Opening Balance	\$ 57,017	\$ 63,446	\$ 60,429	\$ 59,785	\$ 57,615	\$ 54,962
Receipts	\$ 11,200	\$ 4,908	\$ 13,930	\$ 9,106	\$ 1,395	\$ 1,406
Expenses	\$ (4,773)	\$ (7,926)	\$ (14,573)	\$ (11,275)	\$ (4,048)	\$ (5,704)
Other Receipts	\$ 2	\$ 1	\$ (1)	\$ (1)		\$ 3
Balance	\$ 63,446	\$ 60,429	\$ 59,785	\$ 57,615	\$ 54,962	\$ 50,667

Cash Activity	Jul 2018	Aug 2018	Sept 2018	Oct 2018	Nov 2018	Dec 2018
Opening Balance		\$ -	\$ -	\$ -	\$ -	\$ -
Receipts						
Expenses						
Other Receipts						
Balance	\$ -	\$ -	\$ -	\$ -	\$ -	

Donor Designated Fund	Beginning	Receipts	Expenses	Ending
Bereavement Fund	\$ 164			\$ 164
Flower Fund	\$ 223	\$ 42	\$ 205	\$ 65
Hand-In-Hand	\$ 5,084		\$ 71	\$ 5,013
Handbell/Choir	\$ 7,322		\$ 104	\$ 7,219
Home Missions	\$ 5,701		\$ 325	\$ 5,376
Missions/Outreach Activities	\$ 8,831		\$ 1,293	\$ 7,537
Parsonage Repair	\$ 3,584			\$ 3,584
Youth/Youth Missions	\$ 6,770	\$ 2	\$ 155	\$ 6,616
Youth Blanket	\$ -			\$ -
Building Fund	\$ 13,741		\$ 3,200	\$ 10,541
Kitchen Equipment Replacement Fund	\$ 2,135			\$ 2,134
Endowment Distributions	\$ -			\$ -
Education Scholarships	\$ 195			\$ 195
Growth of Membership Fund	\$ 498			\$ 498
Emmaus Reunion Group	\$ 441			\$ 441
Pass Through	\$ 413	\$ 1,362	\$ 270	\$ 1,505
Sales Tax	\$ (140)		\$ 81	\$ (221)
<b>Total</b>	<b>\$ 54,982</b>	<b>\$ 1,406</b>	<b>\$ 5,704</b>	<b>\$ 50,667</b>

Flower Fund is off \$5 from Balance Sheet