

Wilkesboro United Methodist Church

ADMINISTRATIVE COUNCIL

August 20, 2017 @ 6:00pm—Unapproved Minutes

The Administrative Council met this date with Chairman Mike Inscore presiding. Devotion on loving our enemies (Matthew 18:21-22) was presented by Jan Taylor followed by the group sharing in Our Vision. Chairman Inscore presented items on the Consent Agenda which included Minutes of the June 11th Ad Council meeting, the Financial report ending June 30, 2017, and committees' submitted reports. John Henry Groce moved that the Consent Agenda be approved as presented. Wanda Sapp seconded the motion. The Consent Agenda was approved as presented.

TODAY'S OFFERING: John Henry Groce reported offering for today to be \$4,116 and for the month \$17,971. Today's attendance: 9am = 38 ; 11am = 89; total = 127.

FINANCE: Wanda Sapp presented the Finance Report. Mike Inscore asked if historically the summer months were lower giving months. The Finance Committee agreed that was the case. Wanda said the committee is in process of defining the purpose of our designated funds. Russell Golds pointed out that groups in the church were asked to establish a purpose for each designated fund with an expiration date. There are designated funds that were grandfathered in since they do not have an expiration date (ex. Handbell/Choir Fund).

The motion was made to use the Building Fund for capital improvements, major repairs, purchase and/or replacement for church buildings and equipment and loan repayments made for the same purpose. No questions of the Council. Jan Taylor made the motion and Tony Triplett seconded. Motion passed unanimously.

The committee proposed eliminating the Kneeler Designated Fund and make it part of the Trustees responsibility to clean and maintain the kneelers. Currently, one kneeler in particular needs to be cleaned. Caroline Randolph made the motion to dissolve the Kneeler Designated Fund and transfer the remaining balance [of \$1502] to the General Fund. Jan Taylor seconded the motion. Motion passed unanimously.

Removing the Love Tree Designated Fund was discussed. Antha Reid noted that the Love Tree project is now a part of UMW annual projects. Antha made the motion to eliminate the Love Tree Designated Fund. Kay Hayes seconded the motion. Motion passed unanimously.

TRUSTEES: Ed Snyder reported the dishwasher fund [Kitchen Equipment Replacement Fund] has been completed and dishwasher replacement will begin soon.

It was discussed that under the current definition for the Building Fund, repairs to the sound system could be made without creating a new designated fund.

There is a leakage issue in the Sanctuary building that may require Trustee action in the future. David Taylor said there are five places where leaks have been found. Cubic Inc. and another company have been contacted to diagnose the problem. The pastor commented that the \$12,000 in the Building Fund could be used to address this issue. More information will be forthcoming as the Trustees learn more.

Ed Snyder mentioned questions about the property line and that the landscapers that need to be directed.

UMM: Robert Rizoti reported that the UMM donated \$2500 to the replacement of the dishwasher and \$2500 to the General Fund [August 6, 2017].

WORSHIP: John Patton and Cindy Winslow presented the need for a new Christmas tree. Mike Inscore directed them to research the cost of a replacement tree and come back to the council with a proposal if there isn't money in the Worship budget. Mike suggested the possibility of using a live tree. The committee will investigate and inform the council.

Cindy Winslow noted the possibility of a combined worship service on the fifth Sunday in October that will be discussed in the committee meeting this Thursday [August 24].

SENIOR PASTOR: Karen Roberts shared that the Charge Conference will be held Sunday, October 15th. District Dialogue meetings will be held 9/24 @ Pisgah – Statesville; 10/01 Faith Bridge – Blowing Rock; 10/08 Grace Chapel – Granite Falls; 10/22 West Jefferson. Karen would like a group from the church to attend. There are a series of reports the Council has been asked to complete.

Mission Insight – David & Jan Taylor; Community Development – Mike Inscore; School Principal/Director [none assigned]; Church Assessment – Regina Koons; Facilities Report – Ed Snyder; Recognition + Guest Relations – Russell Golds

By consensus, the group decided to attend the 10/22 District Dialogue in West Jefferson.

ADMINISTRATIVE COUNCIL MINUTES CONT'D

OTHER: Antha Reid thanked the church for continued donations of aluminum can tabs and eyeglasses for the blind (local Lions Club). Arnold Lakey mentioned he has more tickets for FaithFest (Christian music festival) at WCC next Saturday, 8/26, if anyone is interested. Our Youth are attending as a group.

Next meeting of the Ad Council will be October 15th at 6:00pm with the Charge Conference following.

Meeting adjourned with prayer led by Rev. Roberts.

Respectfully submitted by: Jim Brooks, substitute recording secretary ; Transcribed by: Regina Koons, Church Secretary

ATTENDEES: Mike Inscore, Kay Hayes, Wanda Sapp, Tony Triplett, Arnold Lakey, Ed Snyder, Caroline Randolph, Laura Davenport, Ray Rich, Mary Jane Rich, John Patton, Cindy Winslow, John Henry Groce, Robert Rizoti, Russell Golds, David Taylor, Margaret Cooper, Jan Taylor, Antha Reid, Jim Brooks

CONSENT AGENDA

CONSENT AGENDA – A vote will be taken without any discussion regarding the Consent Agenda items below.

ADMINISTRATIVE COUNCIL: June 11, 2017 Ad Council minutes is attached.

FINANCE COMMITTEE: December 2016 Treasurer Reports are attached for informational purposes only. As a result of the meeting held June 26, 2017, the committee will submit items for final approval of the Ad Council:

Ray Rich made a motion to define the purpose of the Building Fund to be for capital improvements, major repairs, purchase and/or replacement for church buildings and equipment and loan repayments made for the same purpose. Arnold Lakey seconded and the motion carried. This motion will be submitted to the Administrative Council for final approval.

Ray Rich made a motion to dissolve the Altar Church/Kneeler Fund and transfer the balance of \$1,502.00 to the General Fund. Arnold Lakey seconded and the motion carried. This motion will be submitted to the Administrative Council for final approval.

Ray Rich made a motion to dissolve the Hearts for Love Tree & Playground Fund, Arnold Lakey seconded and the motion carried. This motion will be submitted to the Administrative Council for final approval.

DISCIPLESHIP COMMITTEE: • Discussed situation with nursery workers • Talked and discussed situation with youth group and found workers for helping with youth • working on a date for a church camp out/hot dog roast on church grounds • we have contacted directory company and he will be coming in Nov to start process

MISSIONS/OUTREACH COMMITTEE: Two meetings to be scheduled 1) to discuss ideas for local and regional mission projects and 2) for anyone interested in participating in International Building Teams for 2018. Also, the planning process and fundraising will begin soon for the Rise Against Hunger (formerly Stop Hunger Now) mission project that the church participates annually in February.

PARSONAGE COMMITTEE: Parsonage - For information only. No vote. Air conditioning broke. Called Associated Heating and Cooling. They checked system and replaced capacitor and contactor on outdoor unit at a cost of \$119.75.

TRUSTEES COMMITTEE: August 17th meeting notes: *Discussed need to solve the gutter problem where water is leaking into the Heritage room and seeping into the back of the sanctuary. Plan to seek advice from a company that's involved in commercial construction. *Creation Express will need similar, if not same, monitoring system for them to be able to unlock the main entrance door of the Education building after the church office closes at 3pm for parents to pick up children. The side glass door will stay locked and no longer be used as access due to the increased traffic of individuals on church grounds with no relation to the church or Creation Express. Creation Express will be asked to investigate cost of purchase and installation.

UNITED METHODIST MEN: August 1st meeting notes: *Annual golf tournament reported profit = \$13,000. *Donations made to General Funds \$2500 and Dishwasher \$2500. *Discussed the need for sound system to be replaced in the sanctuary.

UNITED METHODIST WOMEN: United Methodist Women met August 1 after a month's break. Jane Joines spoke about the Hand in Hand program at Moravian Falls. She shared about the program and the many accomplishments as well as opportunities for our group or individuals to volunteer. During our business meeting, plans were made to provide a meal for Circles of Care, August 31st. District Annual meeting will be held in Granite Falls, August 27th. Plans are underway for our annual UMW Sunday before the end of the year. Our next meeting will be September 5th. We received news [mid-August] that Susan Garwood's mother passed away in Taylorsville. Susan is a former UMW president at our church. Our unit remembered Susan with a gift to mission. A love offering was received from members who knew Susan and wanted to contribute.

WITNESS COMMITTEE: A luncheon will be held following 11:00 worship service on September 24th for folks that have been visiting/or have expressed an interest in joining the church. During the luncheon, committee chairs and church leaders will give brief comments on the purpose and work of their committee.

Wilkesboro United Methodist Church
Financial Report - General Fund
as of June 30, 2017

Cash Position	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	Jun 2017
Opening Balance	\$ 66,175	\$ 65,535	\$ 61,619	\$ 55,806	\$ 50,050	\$ 54,562
Receipts	\$ 28,685	\$ 28,442	\$ 27,618	\$ 30,286	\$ 36,125	\$ 24,811
Expenses	\$ (32,324)	\$ (32,326)	\$ (31,275)	\$ (34,671)	\$ (29,846)	\$ (32,395)
Non-Cash Transactions	\$ 2,999	\$ (32)	\$ (2,156)	\$ (1,371)	\$ (1,767)	\$ (648)
Balance	\$ 65,535	\$ 61,619	\$ 55,806	\$ 50,050	\$ 54,562	\$ 46,330

Cash Position	Jul 2017	Aug 2017	Sept 2017	Oct 2017	Nov 2017	Dec 2017
Opening Balance	\$ 46,330	\$ -	\$ -	\$ -	\$ -	\$ -
Receipts						
Expenses						
Non-Cash Transactions						
Balance						

Receipts	Budget	Prior	Current	Total	Actual % of Budget	Expected % of Budget
Offerings	\$ 424,588	\$ 150,914	\$ 24,811	\$ 175,725		
Rental Fees		\$ 181	\$ -	\$ 181		
Expense Reimbursements		\$ 60	\$ -	\$ 60		
Other Receipts		\$ -	\$ -	\$ -		
Total Receipts	\$424,588	\$151,155	\$ 24,811	\$175,966	41%	100.0%
Expenses	Budget	Prior Month YTD	Current Month	Total	Balance remaining in Budget	
Discipleship	\$ 12,840	\$ 4,290	\$ 900	\$ 5,190	\$ 7,650	40%
Evangelism	\$ 2,000	\$ 199	\$ 16	\$ 215	\$ 1,785	11%
Missions	\$ 12,600	\$ 5,847	\$ 325	\$ 6,172	\$ 6,428	49%
Worship	\$ 3,700	\$ (122)	\$ 532	\$ 410	\$ 3,290	11%
District/Outreach	\$ 29,400	\$ 2,120	\$ 2,120	\$ 4,649	\$ 24,751	16%
Staff-Parish Relations	\$ 266,818	\$ 109,317	\$ 21,978	\$ 131,295	\$ 135,523	49%
Trustees	\$ 91,490	\$ 36,509	\$ 5,603	\$ 42,112	\$ 49,378	46%
Finance	\$ 5,740	\$ 2,304	\$ 921	\$ 3,225	\$ 2,515	56%
Total Expenses	\$ 424,588	\$160,464	\$ 32,395	\$193,267	\$231,321	100.0%

Wilkesboro United Methodist Church
Financial Report - Donor Designated Funds
as of June 30, 2017

Cash Activity	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	Jun 2017
Opening Balance	\$ 69,923	\$ 72,836	\$ 69,332	\$ 65,066	\$ 68,007	\$ 73,286
Receipts	\$ 7,096	\$ 6,247	\$ 9,752	\$ 5,774	\$ 7,832	\$ 3,087
Expenses	\$ (4,183)	\$ (9,751)	\$ (14,018)	\$ (2,833)	\$ (2,632)	\$ (10,265)
Other Receipts					\$ 79	\$ (80)
Balance	\$ 72,836	\$ 69,332	\$ 65,066	\$ 68,007	\$ 73,286	\$ 66,028

Cash Activity	Jul 2017	Aug 2017	Sept 2017	Oct 2017	Nov 2017	Dec 2017
Opening Balance	\$ 66,028	\$ -	\$ -	\$ -	\$ -	\$ -
Receipts						
Expenses						
Other Receipts						
Balance						

Donor Designated Fund	Beginning	Receipts	Expenses	Ending
Altar Church/Kneeler Fund	\$ 1,502			\$ 1,502
Bereavement Fund	\$ 441	\$ 52		\$ 493
Flower Fund	\$ 263	\$ 42		\$ 305
Hand-In-Hand	\$ 4,436	\$ 180	\$ 2,052	\$ 2,564
Handbell/Choir	\$ 13,862	\$ 250	\$ 35	\$ 14,077
Hearts for Love Tree	\$ -			\$ -
Home Missions	\$ 5,501			\$ 5,501
Missions/Outreach Activities	\$ 8,262	\$ 59	\$ 83	\$ 8,238
Parsonage Repair	\$ 3,925			\$ 3,925
Playground	\$ -			\$ -
Youth/Youth Missions	\$ 7,269	\$ 662	\$ 2,926	\$ 5,005
Youth Blanket	\$ 544			\$ 544
Building Fund	\$ 12,491	\$ 250		\$ 12,741
Kitchen Equipment Replacement Fund	\$ 8,520	\$ 295		\$ 8,815
Praise Team Equipment Fund	\$ -			\$ -
Endowment Distributions	\$ -			\$ -
Capital Improvements	\$ -			\$ -
Education Scholarships	\$ 195			\$ 195
General Endowment	\$ -			\$ -
Growth of Membership Fund	\$ 498			\$ 498
Home Missions	\$ -			\$ -
Missions Beyond the Church	\$ -			\$ -
Emmaus Reunion Group	\$ 391			\$ 391
Pass Through	\$ 5,291	\$ 1,297	\$ 5,169	\$ 1,419
Sales Tax	\$ (185)			\$ (185)
Total	\$ 73,206	\$ 3,087	\$ 10,265	\$ 66,028