

The January 16<sup>th</sup>, 2018 Administrative Council Meeting focused on budget development. Those in attendance were: Scott Nelson, Karen Butner, Julie Burdin, Mandi Brown, Wilma Maddox, Shari Dye, Debbie Baker, Judy Wilson, Meghan Riegerix, Rhonda Linsley, and Sherwin Dent.

Scott Nelson called the meeting to order and opened with prayer. He noted that pledges had been received for \$182, 044 and that income from the previous year was \$282,006.

Rhonda submitted a proposed written budget for children's ministry and reviewed expenditures from 2017. She reported several donations during the year for vacation Bible school approximately \$1700 in excess of expenses. She requested \$6400 (\$400 less than the previous year due to need for less curriculum).

Meghan requested \$3800 for youth ministry, divided as follows:

Confirmation \$100

Youth Group \$1000

Trips \$2500

Sunday school \$100

Ministry training \$100

Judy requested the hospitality budget remain the same at \$3200. As the sharing team will be dissolving, a greeting supplies line item will fall under the Total Fellowship budget to include coffee mugs, pens, etc. The previous members of the sharing team have been contacted and ask if they will continue previous responsibilities of greeting and mugging. Funeral expenses were budgeted at \$500 and congregational care was not budgeted as they are not yet a functional ministry team and expenses seem they will be minimal once the team is operational. Grief support material were ordered last year and are stored in the library.

Shari reported that total pastor, total secretary, total children's director and total youth director expenses have previously been approved by the Ad Council. There will be some re-alignment of those benefits but the totals will not change. Under the Total staff parish relations heading, the group budgeted \$2745 for the accompanist and sub, combined the toddler and nursery attendant into one category and allocated \$4500 to those positions. The other categories follow:

Guest/lay speaker \$100

Custodian salary \$13,791

Treasurer, unchanged from previous year expense

Payroll Expenses, unchanged from previous year expense

FICA taxes, unchanged from previous year expense

For Total office, Deidre had submitted a budget request including \$2500 for office supplies, \$2500 for postage, \$600 for computer software, \$5500 for copier maintenance and supplies, and \$1200 for computer hardware to cover the cost of the recently purchased computer for the secretary. Internet was removed from this heading.

Under Total Administration, \$60 was allocated for safe sanctuary training, \$1000 was budgeted for annual conference, and the finance category was renamed miscellaneous and budgeted \$150.

No representative of the Board of Trustees was present. Thus few changes were proposed. Property insurance will be increased to \$9600. Phone and internet will be combined.

No changes were advised for Total Camping.

The Serving Team requested \$6500 as before but noted that money spent is usually being taken from the fundraised account rather than the general operating account.

Under Total discipleship, adult and small group curriculum will be combined with \$2500 budgeted.

Karen requested \$1000 for the Family Ministry budget to be spent on a movie event, partnering with the Serving Team for adoptive and foster events, and a fall fellowship event. Scott offered their property as a potential site for the fall party.

The total proposed expenses were \$324,461. In comparison, the 2017 total expenses were \$284, 298.

Wilma reported that the church is required to perform an annual audit with submission to the district superintendent ideally within the first quarter. Debbie completed the audit in 2016. Wilma completed it for many years previously. She advised having someone other than the treasurer performs the audit in order to preserve appropriate checks and balances. She estimated that it may require from 8 hours to 3 days to complete. Karen moved to have Wilma perform the 2017 audit with an assistant/mentee who would then perform the 2018 audit. (again with assistant to be trained to be perform the following year). Shari seconded. Wilma graciously accepted and the motion passed.

Debbie requested discussion regarding the monthly \$250 donation to Macon County Ministries from the Ministry Fund. Shari moved to continue the practice though the Council would like to have a better idea of how the money is used. Mandi seconded and the motion passed.

The group discussed the structure/schedule of Ad Council and Finance team meetings for 2018 – additional clarification is needed. Sherwin closed the meeting with prayer.

Submitted By Julie Burdin