

SHUMC Finance Committee Meeting Minutes
Wednesday, 11 January 2017

Attendees:

Kem Cooper, Chair
Pastor Barb Clinger
Jo Scott, Treasurer
Mae Jean Shandy, Lay Leader

Stu Ford
Ryan Johnson
Jeff Claassen
Mark Rakestraw, Recorder

Agenda

Giving/Sharing Moment
Opening Prayer
Ratification of Previous Minutes
Presentation of Financial Reports
Old Business

New Business
Volunteer Counter Calendar Updates
Closing Comments
Closing Prayer

Giving/Sharing Moment: Time 6:10pm.

Opening Prayer

Motion, Ratification of Previous Minutes: Ryan Johnson made motion to ratify previous meeting. Motion seconded by Jeff Claassen. Motion passed with unanimous "Ayes".

Financial Reports: Delivered by Jo Scott.

Profit/Loss Budget Report

- Presented December 2016 year to date information.
- Overall – favorable. Monies received YTD were below budget, however, the delta was marginal (\$2182.60) below plan.
 - Actual operating costs (\$138.29) over budget.
 - Software costs for the Tech Team were (\$425.22) over budget.
 - Building Maintenance costs and Building and Grounds expenses were slightly below budget.

Motion, Acceptance of Financial Report: Ryan Johnson moved to accept the financial report as submitted. Motion seconded by Mark Rakestraw. Motion passed with unanimous "Ayes".

Old Business:

New Offering Counting Procedures.

- Jo Scott forwarded revised procedures for counters to use to record financial giving. The procedures were reviewed and minor modifications made. Jo Scott will make recommended changes and post in the Treasurers office.

Motion, Acceptance of Counting Procedures: Stu Ford moved to accept the new counting procedures as corrected. Motion seconded by Mae Jean Shandy. Motion passed with unanimous "Ayes".

New Bank.

- Jo Scott reported that she had begun researching Core First, Capitol Federal, and Capitol City banks and would begin interviewing commercial account managers.

New Treasurer's Safe.

- Jeff Claassen provided findings of research of new safes. He stated a suitable safe should be available in the \$270.00 to \$400.00 price point.

Motion, Allocate Monies for New Safe: Stu Ford made motion to allocate up to \$500 to reimburse Jeff Claassen for the purchase of a new safe for the Treasurers office. Motion seconded by Jeff Claassen. Motion passed with unanimous “Ayes”.

New Business:

- Jeff Claassen recommended researching higher interest vehicles for monies excess monies in savings account. Jo Scott agreed to research as she was interviewing banks for possible change of bank.
- A list of approved fund raisers was provided for 2017.
- Kem Cooper ensured safe instructions distributed to all Finance Committee members.
- Discussion held regarding need for some type of reminder for counters of their assigned week. Group decision was, “No”.
- Pastor Barb forwarded that the Gideans would like to address the congregation.

Motion, Table Gidean Request Until February Meeting: Ryan moved that the Gidean’s request be tabled until the February meeting. Stu Ford . Motion seconded by Stu Ford. Motion passed with unanimous “Ayes”.

- Jo Scott stated that the checking account needed a new co-signer for checks . Pastor Barb recommended appointing a second backup for flexibility. Jo Scott recommended Mae Jean Shandy to be the primary co-signer. Pastor Barb recommended Bob Patterson be appointed as the secondary co-signer.

Motion, Appoint 2 Checking Account Co-Signers: Ryan moved that two people, including Mae Jean Shandy and Bob Patterson, be appointed as checking account co-signers. Motion seconded by Jeff Claassen. Motion passed with unanimous “Ayes”.

Volunteer Counter Calendar Updates

	1 st Counter	2 nd Counter
1/15 –	Stu Ford	Jeff Claassen
1/22 –	Jeff Claassen	Mae Jean Shandy
1/29 –	Mark Rakestraw	Ryan Johnson
2/5 –	Kem Cooper	Jeff Claassen
2/12 –	Ryan Johnson	Bill Patterson

Closing Comments: Next meeting set for 8 February, 2017.

Closing Prayer: Time 7:39pm

Report respectfully submitted by Mark Rakestraw