

SHUMC Finance Team Meeting

Jan 10, 2018

Attendees: Jeff Claassen (Chair), Jo Scott, Bob Clelland, Bill Patterson, Bob Resnik, Barb Clinger (Pastor), Kem Cooper

Minutes

Agenda item: Assign Minutes Recorder **Presenter:** All

Discussion:

Kem volunteered

Agenda item: Review prior meeting minutes **Presenter:** All

Discussion:

Minutes reviewed

Conclusions:

Minutes accepted with minor revisions. (Bill motioned, Kem seconded, unanimous vote)

Agenda item: Review January through December 2017 Finance Report **Presenter:** Jo

Discussion:

Finance report reviewed. Items of note:

- Several memorials were removed from the report as they were used to fund the Gathering Area renewal.
- Building upkeep and repair (#6414) was 233.6% of budget due to numerous upkeep and repairs.
- 100% of Mission Shares (#5001) were paid in 2017.

Conclusions:

Finance report accepted. (Bob motioned, Bill seconded, unanimous vote)

Agenda item: Jo understudy **Presenter:** All

Discussion:

Discussed need to hire understudy for Jo's position. Team is generally concerned that important concentration of knowledge is retained by one person. Should the proverbial bus appear from nowhere we currently lack sufficient backup.

Conclusions:

Finance recommends a new position be created as an understudy/backup to Jo. Initial pay as a "stipend" of \$100 per month to be funded in first year from Dillons' fund. (#3450) (Bob motioned, Bill seconded, unanimous vote)

Action items

Person responsible

Deadline

- | | | |
|---|--|-------------------|
| ✓ Bob (SPRC Chair) is to take recommendation to SPRC so Bob Clelland position can be approved and filled. | | Next SPRC meeting |
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Agenda item: Gathering Area Renewal Funding

Presenter: Jo

Discussion:

Final payment of \$4,600 has been made to complete the Gathering Area renewal. Jo needs to know to what line item the \$4,600 should be charged.

Conclusions:

Finance recommends the Succi Fund (#1110a, current value: \$28,630.89) be used to as the source for the \$4,600. This will need final approval of Trustees team. We hope approval is accomplished soon so that Finance January report looks copacetic.

Action items

Person responsible

Deadline

✓ Jeff will take recommendation to Trustees chair person.	Jeff Classen	Prior to January month-end
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Special notes:

- Jo presented a new report, provided by Shepherd's Staff, that breaks down monthly contributions by Pledged and Unpledged amounts. She will create reports for prior years, as well as new months for our perusal.
- Several fund raisers were reviewed and approved.
- The Counter sheet was passed around for volunteers. Kem will update chart on the SHUMC Finance Team web page. (<http://www.shawneeheightsumc.org>)
- Jo and Kem will proceed with development of PayPal for SHUMC on-line contributions.
- 2017 Giving statements have been prepared and are ready for distribution. Care was given to insure they included YTD figures as well as proper IRS text.
- **Next Finance Team meeting: March 14, 2018 @ 6:00 PM.**

Observers:

None