

## East Main Presbyterian Church- Finance Committee Minutes - January 11, 2024

Present: Mark Hazy, Dan Bishop, Joe Rendos, Mark Cunningham, Steve Paxton, Sue McConnell  
Dede Wishing

7:04 pm - Meeting opened in prayer by Mark Hazy.

**Motion** to approve the November Minutes. Made by Steve, seconded by Joe. **Motion carried unanimously.**

- Property:
  - If we get a heavy snow, Dede will remind Chad Williams he is doing removal.
- Finance:
  - **Motion** to accept financial reports as presented. Made by Mark Hazy, seconded by Joe. **Motion carried unanimously.**
- Old Business
  - Becomers' checking account (see task list)
  - Sue had a handout summarizing different options for the stained glass windows. (see task list)  
**Motion** to offer the stained glass windows for \$50/each on a first-come first-served basis. All donations will go into the Operating Fund. Made by Steve, seconded by Mark Cunningham. **Motion carried unanimously.**
- New Business
  - Dede had issues with FNB syncing to QuickBooks Online from November 4, 2023 to January 9, 2024. **Motion** to move the checking account from FNB to PNC keeping all of the same information (ie. check signers are Dede Wishing, Melissa Danielson and Corrie Brown. Anything over \$1,000 must have 2 signatures.) Dede will double check with PNC that there are no hidden fees to sync with QuickBooks Online. Made by Mark Hazy, seconded by Sue. **Motion carried unanimously with Mark Cunningham abstaining.**
  - Brainstorm about possible 2024 projects (to be approved by Session):
    - Pursue replacing 6 more stained glass windows (3/each in Luke and Bill's offices)
    - Soffit and fascia repair
    - Outside trim painted
    - Repair damaged sandstone
  - A member had requested \$400 to be designated for Becomers. (see task list)
  - There really is not a better way to have access to turning on the gym lights.
  - FH kitchen outlets need to be better marked to prevent tripping a breaker. (see task list)

8:26pm - **Motion to adjourn.** Made by Mark Hazy, seconded by Dan. **Motion carried unanimously.**

Next Scheduled Meeting - Thursday, February 8, 2024 - 7pm

Respectfully submitted by Dede Wishing

(Task List attached)

## TASK LIST FROM *January 2024* MEETING:

### **Old Business - (tasks completed since last meeting):**

- ☒ Sue will ask Session how to handle possible requests for financial information that may include payroll.
- ☒ Mark Hazy will talk to a contact Sue knows from New Castle about getting a free estimate to preserve the large stained glass windows.
- ☒ Sue will handle closing the current Becomers' Class checking account. (Citizens Bank will send Dede a letter confirming closure.)
- ☒ Joe will talk to a pastor friend to see if he's interested in the old pulpit and lectern.
- ☒ Dede will turn on the de-icers in mid to late November.
- ☒ Mark will check the boiler room bucket on Sundays.
- ☒ Dede will have Stacy and Alice order 2 new tables for bells.
- ☒ Dede will update 504.1 budget balance and email the committee.
- ☒ Dede will talk with staff about spending the 504.1 budget.

### **Carryover from prior meetings - (outstanding tasks):**

- ☐ Dede will add Rick Black's summary of projects to Melissa's Google Doc.
- ☐ Dede gets Dan's notes on boiler and types up in Word document for cloud storage. *(Sue offered to type up. Dede will scan to cloud.)*
- ☐ Dan will contact Kevin Shaw to trim the rhododendron outside of the FH.
- ☐ Dede will ask Sue Grimm at GCC if they have any music filing cabinets.
- ☐ Mark Hazy will talk to Dani about filing cabinets and iPads requests.
- ☐ Mark Hazy and Steve will look at the roof above Stacy's office to make sure the flashing is not leaking.
- ☐ Dede will ask Cliff about cleaning out the grease trap. If he can't, then Steve will do it.
- ☐ Mark Hazy will winterize the gym bathroom.
- ☐ Dede will call BD Plumbing to repair the custodial sink near Deacons' storage room.

### **New Business - (new tasks to do):**

- ☐ Mark Hazy will talk to Bob Smith about closing the Becomer's checking account after the Smiths return from Florida in the Spring.
- ☐ Dede will ask Corrie to advertise the stained glass windows.
- ☐ Dede will contact member and explain that we can not have a designation for Becomers. Either it goes to the Operating Fund or can be returned.
- ☐ Mark and Dan will look at FH outlets.