

First United Methodist Church Finance Committee Meeting 1-19-2017

In attendance: Kay Jones, Ellen Shepherd, Mary Hannon, John Barrow, Wallace Lankford, Marilyn Hagan, Doug Mannering, Jeremiah Harris, Rusty Mathena, Gene Clarke, Tom Pitts, Kay Neckel, Cindy Utley.

The committee chairperson Ellen Shepherd opened the meeting with prayer. All finance committee members and other committee representatives were introduced.

December meeting notes were discussed, the sentence "The financial report looks great with the year end surplus" needs to be removed and replaced with "The actual 2016 net income exceeded budgeted amount." Kay Jones made a motion for this correction, John Barrow seconded and it was unanimously approved.

Ellen stated her goal was an overview of the Structure of Church Finances. The Finance Committee is responsible for overseeing the budget for the church. We submit the annual budget to Church Council. After their approval all further changes must be approved by them. We are not responsible for United Methodist Women, United Methodist Men, Talents Unlimited or any Dedicated Funds accounts.

Ellen explained the routine for receiving, counting and depositing contributions for FUMC. She explained the forms used, and the safety features built in with a double check of any transaction. The Financial Secretary, Ellen Shepherd, is a volunteer with the church and Mary Hannon as Business Manager is paid staff and works 20 hours per week. They work together to ensure regulations addressed in the Discipline under paragraph 258.4. Finance are followed. Ellen does income from contributions. Mary does the expense portion of the budget for Church Council and Church Conference. She also does income from rental agreements for Coy Hall and the rent from other church property. Mary's contribution to the Finance Committee is to provide information and to answer questions. She does not report to us. Mary does a monthly internal audit; an outside firm will do an audit in February 2017.

Ellen distributed copies of the Discipline 258.4 Finance, FUMC Finance Committee Borrowing Policy, FUMC Internal Control Policy for Receiving, Counting, and Depositing Contributions. She requested we read these at home and discuss them next month if there are any questions.

We now have three credit cards, one in the office, one with Mary Hannon, and one used by Ann Kessler for youth groups. We pay 10% of our income for tithes to Conference. In addition we pay 3% for missions to Conference. We are current with our tithes to Conference. Dedicated account funds are not included in our tithe for Conference. Mary explained the dedicated accounts.

We discussed the Financial Reports. Marilyn asked if a five-year comparison could be done. Mary explained it could not be compiled automatically but she and Ellen will discuss this.

Doug Mannering asked about the location of the church safe. The Loveland Police Department wants it in a location away from the main corridor leading to our offices. We agreed this is a valid point. John Barrow agreed to take this matter to the Trustees for further consideration.

John gave a report from the Trustee Committee. Boiler repair has been under \$1000.00. He explained the deductible for weather damage to the church roof has changed. Effective in 2017 our deductible is \$10,000.00. Trustees will start a campaign to replace the van. The goal is \$25,000.00. There are funds left in the audio/visual campaign that might be used as a seed for the van.

Closing prayer was given by Mary Hannon.

Respectfully submitted.

Kay Neckel, Secretary