

Zion UCC Consistory Meeting, January 14, 2016

In attendance: Doug King, Pastor Duffy, Charlene Burchfield, Audrey Gardner, Marilyn Young, Dana Maxwell, Rob Voss, Tim Schlegel (Alan Knowles via video chat and text because he was sick)

Meeting called to order Doug King

Devotion and Lord's Prayer Pastor Duffy

Community Building

Approval of December Minutes *please read prior to arrival*

Treasurer's Report *please read prior to arrival* Alan Knowles

1 - For the month ending December 31 2015, the Bank of America account was \$13,767.86, and the Key Bank account was \$33,403.69. This means that the total amount in the bank was \$47,171.55. This reflects all activity for the month. A total of 16 outstanding checks totaling \$2,692.74 remained for the month (see "Outstanding Checks" attachment). Please note that of these 16 checks, 13 have already cleared the bank.

2 - The total income for the month of December was \$10,261.07 and the total expenses were (\$10,576.67). This creates a loss of \$315.60. This is an improvement of \$273.27 from the previous month..

3 - Compared to the YTD budget, the Church is still doing better than planned by over \$11,400. This has increased from the November financials. Much of this is due to the overall increased collections for the year, as well as good attention being paid towards expenses and saving money.

4 - Please note the following items on the monthly financials:

- Collections were down significantly in December. This is due to 5 Sundays in November compared to 4 in December. Also, the Sunday after Christmas is usually relatively small in terms of collection money.
- Pastor's Housing Allowance has decreased significantly, due to the discovery of an error that was recording the charge twice each payroll since 10/16. An entry was made in December to remove all those duplicate charges.
- Pastor's Travel Expense is up, because it is a quarterly expense that was not accrued on a monthly basis previously. This will be changing with the January financials.
- Pastor's FICA is lower due to an error in accrual. It was overaccrued previously.
- Employers FICA was increased due to a payment being made in November
- Payroll Services are up due to the bill being paid for processing. This was not accrued previously, but will be starting in January.
- Copier rental is down. 3 bills in November (including an October bill) vs. 1 bill in December.
- Miscellaneous (54900) has a purchase of a computer for the Financial Secretary in November.
- Gas was underaccrued for November, so the expense is higher for December.
- Snow Plowing includes 2 invoices for November and December paid in December
- Miscellaneous Custodial includes snow blower repair and clock repair.

5 - The Finance committee met and discussed a few lines of the budget. The result of the conversation is the proposed budget sent previously.

6 - Financial Secretary usually receives an honorarium of \$100 for the work he or she has done for the previous year. I would like to recommend that a decision is made on what amount, if any, should be donated as I would like to get this to Lynn before the end of the month.

7 - In working on the OWCM donations, along with the other funds the Church has, I realized that there may be people who do not fully know what all the funds are for or why they exist. Would it be worth it (if there is even space) to perhaps have a bulletin board that gives a short blurb on all the funds, and then maybe once a month focus on one in particular? I think many of the newer members would really find it interesting to see how much Zion is involved in, and to remind long-time members about Plymouth Crossroads, or the Community Dinner, or Neighbors in Need, or the Endowment fund, or even something as simple as the Altar flowers. I know from my experience that more you can tell people where their money goes (especially if you can put faces and stories with it), the more likely people are to help out. It is just a thought. The Balance Sheet has been included to show all the funds.

