



AGCMCC BOARD OF DIRECTOR'S SPECIAL BUDGET MEETING

MAY 3, 2014

State of minutes: Approved

Members Present: Rev. DeWayne Davis, Donavon Keeney, Will Murray, Walter Wilson, Kara Erstad, and David Manderson

Members Absent: Darren Beecher

Guests Present: None

Meeting Called to order by Rev Davis at 9:00 am

Opening Prayer: Prayer was led DeWayne Davis

2014 Income/Budget Revisions submitted by Kara prior to meeting:

- Summary from Kara on last page of minutes
- Decrease Expected Income \$39,617
- Decrease Expenses by \$13,477
- Still Need to reduce budget by \$11,140

2014 Budget Format

- Budget to be saved in Sharepoint going forward
- Move MCC Assesments and Pension under expenses
- Show Community Meal Grant under income

Income

- History of Offerings
 - 2010 - \$272,000
 - 2011 - \$217,000
 - 2012 - \$201,000
 - 2013 - \$193,000
 - Original 2014 Budget 226,340
- Changes
 - \$2014 Offering Budget reduced to \$202,372 (5% above actual 2013 offerings)
 - Board Fundraising Activity Change from \$15,000 to \$5,000
 - Generosity Team Change from \$25,000 to \$20,000
 - Increase Ad Revenue from \$1000 to \$2000
- Vanco vs EZTithe
 - Vanco-\$50,252
 - EZTithe- est. \$53,305

Additional Expense Revisions in addition to Kara's recommendations

- Reduce Network Gathering Budget By \$2000
- Reduce General Conference Budget by \$1000
- Reduce Discretionary Fund by \$3400
- Reduce Wedding Budget \$800 from Kitchen/Décor
- Reduce Isaiah from \$500 to \$250
- Cut Marketing Budget for Facebook Ads
- Cut Marketing Budget for Wedding ad as already budgeted under Wedding Budget
- Reduce Hours for Office Administration from 20 hours to 15 hours

Additional Topics

- Kara will provide updated 2014 budget prior to next board meeting
- Kara and Finance Team will revise chart of accounts to reflect ministry based budget process

Adjourned at 12:15pm

2014 Income/Expense Budget Revisions
Board of Director's Special Budget Meeting
5/3/2014
Provided by Kara Prior to meeting

- Review of 2014 budget income and proposed revisions
 - Current proposed income revisions are as follows:
 - Tithes and Offerings decreased by \$23,968 totaling \$202,372 to reflect 5% growth from 2013
 - Pop Machine Income decreased by \$650 totaling \$750 to reflect 2010-2013 income trends of a 10% decrease each year
 - Board Driven Fundraising Activity decreased by \$10,000 totaling \$5,000 to reflect realistic income for 1 large fundraising activity
 - Generosity Team decreased by \$5,000 totaling \$20,000 to reflect year-to-date fundraising outcomes and past fundraising trends
 - Total decrease in expected income: **\$39,617**
- Review of 2014 budget expenses and proposed revisions
 - Current proposed expense revisions are as follows:
 - Build Community ministry expenses decreased by \$2,510; new expense total is \$7,525
 - Expense cuts made in wedding/events marketing, communications/promotion, and membership outreach
 - Grow Spiritually ministry expenses decreased by \$2,175; new expense total is \$1,800
 - Expense cuts made in curriculum materials for all groups and young adult retreat/conference
 - Celebrate Worship ministry expenses decreased by \$4,175; new expense total is \$7,510
 - Expense cuts made in liturgical seasonal decorations, guest speakers, altar guild and communion supplies, music for worship, instrument maintenance and supplies, substitute musicians, and Christmas week musicians
 - No cuts were made that did not reflect past 4 years of expense history
 - Connect and Communicate ministry expenses have no additional expense cuts due natural acquisition of cuts that came with loss of large bequest in fall 2013

- Facilities, HVAC, Lawn and Garden, and Custodial Supplies have no expense cuts at this time, but are required to submit all spending requests for approval before purchase
 - Facilities has been granted up to \$100/week for routine maintenance costs without need for prior authorization
 - Admin and Custodial have been granted use of Office Depot credit account for routine office supply purchase without need for prior authorization
 - Operating Expense revisions have been made to Water/Sewer and Property taxes. Water/Sewer has increased by \$3,000 totaling \$4,000 and Property taxes has been decreased to the actual amount paid: \$2,260
 - MCC Tithes Expense: Due to decrease in offering, tithes will decrease by \$2,876.
 - Other Misc. Expense Cuts: additional decreases in the amount of \$1,740 to various operating expenses and \$3,000 to pastor's health insurance contribution for 2014
- Total Decrease in Expenses: **\$13,477**
- Contingency Fund Used to cover expenses: \$15,000
- Expense Decrease still needed to cover \$39,617 income decrease: **\$11,140**
- Discussion of other areas where expenses could be decreased:
 - Payroll: Pastor, Music Minister, Keyboard Accompanist, Office Administrator, Custodian
 - Lay Delegate Network Gathering
 - FUNdraising team activities
 - Further Ministry and Mission expense cuts
 - Other option: operate with a deficit budget of -\$11,140 for remainder of 2014 and use line of credit to cover payroll or emergency expenses if needed