

# Church Finance Board Meeting

Date: September 12, 2017

Recorder: Shirley Carlberg

Members Present: Hazel Morris, Shirley Carlberg, Dave Kobersmith; Rob Hayden

Members Absent: Laurinda Pool; Patti Smithson, Greg Lakes

<u>Subject</u>	<u>Discussion</u>	<u>Action Needed</u>	<u>By Whom</u>	<u>Follow-up Date</u>
<b><u>Devotional</u></b>	Dave Kobersmith provided our devotional from The Book of Awakening			
<b><u>Minutes</u></b>	Approved as distributed			
<b><u>Monthly Financial Reports</u></b>	<p>Shirley covered the financial statements which look good.            &gt;If uncashed checks are reported monthly, the balances and financial statements could be reconciled completely.</p> <p>The balance in the accounts as of August 31, 2017:            &gt;Checking (Sweep) Account \$100,580.84 (cash on hand)            &gt;Hutchins Fund Account \$28,371.13            &gt;Putnam Account (as of 6/30/17) \$2,563.03            &gt;Lambert Trust Account (as of 6/30/17) \$796,863.50            &gt;Appalachian Community FCU (as of 6/30/17) \$185,021.88            All accounts have been reconciled.</p>	An appropriate report that will show this should be located and presented each month	Shirley	
<b><u>OLD BUSINESS</u></b>	<p><b><u>FALL STEWARDSHIP CAMPAIGN:</u></b>            &gt;Staff is working on themes            &gt;There is someone in mind to head it up; but the person hasn't been contacted yet            &gt;Pastors' time is limited in the next couple of months</p> <p><b><u>CONSULTANT UPDATE:</u></b>            &gt;Proposals are being reviewed which cost from \$7500 to \$14,000            &gt;Pastors and staff believe we need some help with</p>			

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	<p>Stewardship. Concerns – are we burning out our current volunteers; access to new people coming into the church; how to nurture &amp; care for those who do give generously.</p> <p><b><u>FINANCIAL POLICIES &amp; PRODEDURES MANUAL:</u></b> Dave passed out the Table of Contents. Names were assigned for each entry. Everyone will bring their output to the next meeting. Dave will “share” the Google doc with the group.</p>	<p>share Table of Contents bring output to next meeting</p>	<p>Dave Kobersmith everyone</p>	
	<p><b><u>MAJOR GIFTS WORKING GROUP (Jeff From, Doug Hindman, Mim Pride &amp; Rob Hayden):</u></b> No update available at this time.</p>			
	<p><b><u>BUDGET PLANNING FOR 2018</u></b> Dave shared the Capital Reserve calculator that Properties board is using. Rob suggested adding an investment factor for funds set aside that will help offset inflation.</p> <p>Raises for pastors was applied to salary only, different from past years where raise amount was applied to salary plus housing. Why?</p> <p>Account for sabbatical savings exists, maybe?</p> <p><b><u>INTERNAL AUDIT for 2018:</u></b> David Duffee is still working on a Financial Review Plan for the board.</p>	<p>Ask Admin why the change</p> <p>Find account</p>	<p>Dave</p> <p>Shirley</p>	
<p><b><u>Next Meeting</u></b></p>	<p>October 10, 2017 (Tuesday) at 6:30 p.m.</p>			
<p><b><u>Meeting Closing</u></b></p>	<p>Discussion ended at 7:35 pm</p>			