

Meeting Notes
Finance and Administration Standing Committee of MMSUCC
20 November 2012

Attendees:

Rev. Jeff Whitman, Conference Minister
Laura Errante, Conference Business Manager
Dannie Burk, Finance/Administration Committee Co-Chairman
Rev. Ken Ulmer, Conference Treasurer and Finance/Administration Committee Co-Chairman
Wes Hurt, Conference Council Moderator and Finance/Administration member
Rev. Andy Mockridge, Finance/Administration member
Pastor Don Frandsen, Finance/Administration member
Les Kemp, Finance/Administration member

The meeting began at 2:00 PM.

Don Frandsen provided an opening prayer.

The minutes of the 12 October meeting were accepted as published and E-Mailed by Dannie Burk on 18 November.

Agenda Item 3. Ken Ulmer presented highlights of October 2012 Financial Report.

- The October deficit (\$194K) is \$27K higher than last year.
- Our Churches Wider Mission amount is \$453 K as of the end of October – 52% of the budgeted amount for 2012. OCWM receipts are expected to be approximately \$678K for the year. This will reduce the amount provided the National UCC by \$47K from what was budgeted for 2012. The amount for 2012 will likely be \$149K.
- Unbudgeted items are \$16K for auditor's fee and \$6K for legal fees.
- Shannondale has an October budget surplus of \$2.4K due to forest harvesting payments. However, total income is not meeting budgeted expectations. Bills for taxes and other expenses have not yet been submitted or paid.

Agenda Item 4.a. Ken Ulmer explained highlights of the 2013 Budget Detail Worksheet E-Mailed to Committee members prior to the meeting. This Worksheet shows previous year budget history (2008 – 2011) as well as a 2013 Restated Budget in column B and the 2013 budget approved at the June CAG (column C).

- Worksheet row 25 shows expected income for 2013 to be \$751K , while the June budget amount was \$841K.
- Row 75 shows an approximate \$3K reduction in Conference travel.
- Row 122 has no input for Conference depreciation
- Rows 161 and 162: Support Allocation amounts for Camp Mo-Val and Shannondale – Jeremy Force and Jeff Fulk will be asked to consider how a reduction in the Support Allocation will be accommodated at each camp.

- Row 169 - The Conference Grand Total (Deficit) in the restated budget is (\$108K) compared to the June approved budget deficit (\$38K).

Discussion followed. Ken Ulmer will work with Jeff Whitman to rectify budget differentials. The question of what we do with the restated budget was raised since budget approval for 2013 has already occurred at the June 2012 CAG. Can we tell the Conference and the Camps we would like you to live within the 2013 restated budget which has more realistic income estimates? For the remainder of 2012 the Conference has \$98K to meet its obligations. But, next year we don't have cash available to cover a deficit. Jeff Whitman stated 2014 will also require difficult, strategic decisions as a \$100K expenditure reduction will be needed. With no apparent or desirable options available, the questions of who will make recommendations and who will make decisions await resolution.

Other discussion items included the following:

- The need for a consultant (possibly Dick Hamm, DOC) to guide long-range strategic planning.
- Looking at what could be reduced in our budget (Basic support to National UCC – 20% to 18%? Reduce delegate subsidy at General Synod? Other?).
- Two congregations have reduced their OCWM by \$28K this year – this affects the entire Conference.
- The initial 2014 budget needs to be ready for the April Conference Council meeting with the Finance and Administration Committee work completed and approved by mid-March.

Agenda Item 4.b. There have been no further developments concerning the outstanding loan to Greater True Vine Miracle Temple of Jesus Christ.

Agenda Item 4.c. Don Frandsen reported on OCWM Covenanted Ministry activity. A list of five questions for churches has been developed and tested with the St. Charles County UCC Ministers. Positive responses to the questions were received by Dale Parson, who called the ministers. A second initiative involves getting a number of people to work with individual churches on OCWM with each person hosting a meeting with perhaps 5 separate churches. The objective is to better understand OCWM uses and needs and thus developing a greater understanding of and grass roots support for OCWM.

Agenda Items 4.d. and 4.e. Jeff Whitman has collected copies of all the Covenanted Ministry position descriptions. These will become part of the personnel policy and policy manual documentation initiatives.

Agenda Item 4.f. The policy document defining how new business may be introduced at the CAG was discussed and refined. A motion to accept the modified document and present it to the Conference Council was offered by Don Frandsen and seconded by Ken Ulmer. The motion was approved.

Agenda Item 4.g. Discussion of how potential Carbon Credit income and loan money (Agenda Item 4b) might be used identified several possibilities. An initial Carbon Credit

payment may be \$900K or more. Among the ideas mentioned were payment of CC legal fees (~\$50K), a percentage (10% -20 %?) to a Conference reserve fund, a percentage to a Shannondale reserve fund, a percentage to Shannondale capital improvements, an amount (\$200K?) for periodic forest re-inventory, an amount for OCWM. Dannie Burk will develop an initial proposal for the initial and subsequent yearly CC income. He will send this to committee members for discussion at our next meeting. A proposal will then be made to the full Conference Council and subsequently to the CAG for approval and implementation.

Agenda Item 4.h. Dannie Burk presented a Conference Bi-Law change proposal intended to save money and reduce subsequent year deficits. This change will allow the Conference Council to decide when an independent audit of Conference finances or a completeness review is accomplished. This Bi-Law change will need Conference Council and CAG approval. Andy Mockridge moved the proposal be presented to the Conference Council. Ken Ulmer seconded. The motion was approved.

Agenda Item 4.i. Ken Ulmer has drafted a narrative budget and will send it to committee members.

Agenda Item 5. New Business.

- The 2011 audit by Botz, Deal & Company P.C. is published and copies were made available to committee members. It will be delivered to the Conference Council for their approval at the Jan 12th meeting.
- Ken Ulmer presented how he intends to report fund account activity. Three elements will be included in the detail report on fund accounts-- balances at the start of the year, YTD income, and YTD expenses and the balance for the reporting period. Ken and Dannie Burk will develop a draft for Committee consideration.

Agenda Item 6. After discussion it was decided to hold our next Committee meeting 12 January during the Conference Council lunch time.

A motion to adjourn at 4:30PM by Ken Ulmer was seconded by Andy Mockridge and approved by the Committee.

Les Kemp
Note taker