

Manchaca United Methodist Church (MUMC)
Church Council Meeting Minutes
August 20, 2020 - 7:00 PM

Presiding: Rev. David McNitzky, Sr. Pastor and Rick Bowman, Church Council Chair

Present:

Ron Mize	Beth Watkins	Brice Custer
Lance Lunsford	Malcolm Nelson	Emily Repp
Mary Looney	Loretta Loyd	Leslie Piggott
Ron Hawkins	Linda Hawkins	Dave Bourell
*Chansin Esparza	*Kim Carroll	
<i>*staff</i>		

Absent:

Clint Wilson	Ken Kattner	Gary Carpenter
Leah Hixon	Emmett Thomason	Jennifer Bautista
Tonia Norman	Ed Engleking	

Rick Bowman, MUMC Council Chair called the Zoom meeting to order at 7:05 PM and asked for a recording secretary from among the members. Loretta Loyd volunteered to record the meeting minutes.

Devotional and Opening Prayer: Rick shared a devotional “Vessels of Grace” and prayer.

June 18, 2020 Minutes: Rick presented the minutes of the June 18, 2020, council meeting and Chansin motioned to approve the minutes as presented, Leslie seconded, and the minutes were approved via unanimous vote.

Exile Team Update: Chansin presented, they are planning games and phone calls. Next Friday is the next game day. It will be in the weekly email. Next Songfest on Friday, September 18. The paint night has been asked for an encore. There will be another survey; don’t want to be too redundant so the questions will be vary. Calls made before were not too burdensome.

Homecoming Team Update: Pastor Chansin presented re very excited about outdoor worship service at 8:30 on September 6. Will still be live-streamed, but you can bring a lawn chair and attend, it will be traditional. Vulnerable population might not want to attend in person. Not concerned with outdoor as there is with indoor worship. Rick misses in person fellowship. What would make people feel safe in returning to the building. Chansin has been attending a course to help improve our online presence.

Youth Update: Pastor Chansin presented. Finished up Summer meetings; getting ready to start Fall, they were on Wednesday, but now will be on weekends. Youth Ministry council-made up of youth and adults to help coordinate. Abbey is leading the birthday cards project. 16 on average attended for Wednesday zoom and 19 on average for Sunday night in person.

Finance Report: Dave Bourell distributed **four** documents; **1)** August Finance Report: Summary (attached) **2)** Budget 2020 Rev 1 – The adopted church budget for 2020 (last red column); **3)** YTD Profit and Loss July 2020 – Actual 2020 income/expenditures Year to date detailed income/expense spreadsheet that compares to budget and 2019. Column one is the actuals, column two is budget;

third column 2019 YTD; and column four is the 2020 budget (attached); and **4)** BSG2 Loan July 2020 – Status of the TMF capital loan. Positive variance came from the SBA PPP grant. The church's finances are an open book. Is giving down—in July we have a net loss of \$11,000, so it appears so, but we have lost out with Jazzercise and CDC. August and September tend to be lower. The church is required to have an audit (financial review) every year. We had financial review and we passed, nothing of significance.

Christian Education: Kim reported a slew of bible studies will be starting up in September. Working on Sunday School related for children and youth. Trying to make it fresh and exciting is difficult. How to do bibles; field trips in the pumpkin patch; fall fest and live nativity. For pumpkin patch looking at having them in boxes and rent a forklift to take them off the truck. Unpack them from the boxes. Try to do Fall Fest, do Trunk or Treat more socially distant. Movies in the patch be a drive-in.

Trustees Team Report: Beth Watkins presented for trustees. We still need to clean the septic out-- \$1-2,000 expense. Dave and Ron agreed we should move forward with the cleaning. Even more A/C issues. Bringing the A/C issues up to date would be \$5,000. We shut down all but sanctuary, FLC, choral room and office. The craft room had a \$750 repair and they paid it so that their space would continue running. Unexpected expense in the sanctuary before David Luna's funeral \$2,000. \$300 to replace the contact and capacitor in the chorale room as well—the council agreed should move forward. Rick, Ron and others agreed that anything under \$1,000 should just be taken care of and doesn't require approval by the council.

SPRC/PPR Report: Mary Looney reported SPRC met with Pastor David. The nursery workers will be paid through August 31, the PPP paid them through July 31. Danny is supervisor and works 40 hours a week. We were paying the P/T 20 and 25 hours a week until July 31. Currently, we did not want to let them go in case Danny has an issue and needs to be out. Carlos and Eli will be paid only for the hours worked and anything over 5 hours requires approval from the pastor or Danny. There was a gift from a non-member, \$3,000 and it was divided among all staff, except Pastor David. That should show up in staffs' checks next pay period. When CDC comes back in January, the chapel job will go to Kim and it will link the CDC to the church. Kim will receive a small stipend from the CDC for this opportunity.

Pastors Report: Pastor David said thank you for taking the time to join. I am particularly excited about our 1) drive-through food pantry; this church has always had a heart for mission with Akins etc. About 50 bags a week, a few repeaters, only every other week. Brice, Margaret and others have been bagging. Many of the people getting food are newly in this situation. 2) Very excited about the Fall bible studies--discipleship. 3) Would like to have a conversation about racism in a safe environment. This would be a general discussion—Sondra Halweg is being trained to facilitate this kind of discussion. Town Hall or small groups. He thinks Pastor Tracey did it in a big group—mostly related to policing. Close with a thank you again. Very grateful.

Other Items

None.

Adjourn: Pastor David closed the meeting at 8:10pm with a prayer.

Respectfully submitted,

Loretta Loyd

MUMC Finance Report
Dave Bourell, Chair Finance Team
August 20, 2020

July 2020. July was net loss of (\$11,000). Income was \$45k compared to \$63k last year. A decrease in pledged income accounted for \$11k of the difference with the rest made up from loss of income from Jazzercise and the CDC. July expenses were \$58k, which is about \$5k less than last year.

Year to Date. We are year to date (YTD) at a positive \$23k, thanks largely to the \$70k CARES Act PPP "loan". Income from the congregation YTD is \$401k, which is about \$20k higher than last year. There was a large AC unit expense this year, which takes that line item, #67210, to a total expense of \$27k, compared to \$7k last year YTD. CDC and Jazzercise account historically for ~\$60k of income, and this year we have only received \$13.5k, likely to receive no more for the year. Forward looking, using the last 3 year averages, the church has shown an AVERAGE loss from Aug-Dec of (\$9k).

We run the operating budget out of our checking account. It currently has a free balance of about \$70k. Of this, we have \$35k from the Alexander estate which, per our adopted 2020 budget, is earmarked to be used as income for 2020. Assuming we do not reopen Jazzercise or the church CDC, we can anticipate a loss of (\$25k) from now till year's end.

One might estimate the year-end financial situation:

Net income(loss) through July 2020	\$23k
Anticipated (loss) for Aug-Dec	(\$9k)
Anticipated loss in CDC/Jazzercise income	(\$25k)
Alexander estate income	<u>\$35k</u>
Net over(under)	\$24k

Build/Serve/Grow 2. The last contractor draw was paid January 21, 2020, at which point the TMF loan balance was \$422.4k. As of July 31, 2020, we have paid the note down to \$376k. We paid \$4.7k this month on the TMF FLC loan. This payment was less than our average, \$6.6k.

Manchaca United Methodist Church- YTD Profit & Loss compared to Last Year January through July 2020

	Jan - Jul 20	Jan - Jul 19	\$ Change	% Change
Ordinary Income/Expense				
Income				
40000 · Operating Income				
41000 · Pledges	398,701.90	335,260.72	63,441.18	18.92%
41100 · Unpledged Contributions				
41110 · Identified Contributions	0.00	38,955.15	-38,955.15	-100.0%
41120 · Loose Plate	2,135.03	7,046.75	-4,911.72	-69.7%
41130 · Special Offerings				
41138 · Sunday School offerings	63.67	178.08	-114.41	-64.25%
Total 41130 · Special Offerings	63.67	178.08	-114.41	-64.25%
Total 41100 · Unpledged Contributions	2,198.70	46,179.98	-43,981.28	-95.24%
42000 · CDC Income	11,100.00	25,900.00	-14,800.00	-57.14%
42200 · Building Rental Income	2,460.00	10,120.00	-7,660.00	-75.69%
42700 · Event Income				
42740 · VBS	0.00	3,447.00	-3,447.00	-100.0%
Total 42700 · Event Income	0.00	3,447.00	-3,447.00	-100.0%
42800 · Books, Registrations, Reimbursm				
42810 · ACE Reimbursement	2,051.22	1,020.26	1,030.96	101.05%
42830 · Children's Ministry	0.00	1,982.00	-1,982.00	-100.0%
Total 42800 · Books, Registrations, Reimbursm	2,051.22	3,002.26	-951.04	-31.68%
Total 40000 · Operating Income	416,511.82	423,909.96	-7,398.14	-1.75%
45000 · Designated Income				
45100 · Designated Income - Direct				
45301 · SBA Payroll Grant	71,100.00	0.00	71,100.00	100.0%
Total 45100 · Designated Income - Direct	71,100.00	0.00	71,100.00	100.0%
Total 45000 · Designated Income	71,100.00	0.00	71,100.00	100.0%
Total Income	487,611.82	423,909.96	63,701.86	15.03%
Expense				
Payroll Expense				
Associate Pastor				
Associate Pastor Housing	0.00	0.00	0.00	0.0%
Asoc.Pastor Pension/Disabilit	0.00	0.00	0.00	0.0%
Total Associate Pastor	0.00	0.00	0.00	0.0%
Total Payroll Expense	0.00	0.00	0.00	0.0%
60000 · Apportionments	48,116.25	51,695.88	-3,579.63	-6.92%
63200 · Memorial Fund Expenses				
63210 · Stephen Ministry Expenses - Sav	0.00	234.00	-234.00	-100.0%
Total 63200 · Memorial Fund Expenses	0.00	234.00	-234.00	-100.0%
63300 · Insurance Expense				
63340 · Business Automobile	129.02	121.00	8.02	6.63%
63320 · Property & Liability	19,211.28	17,478.24	1,733.04	9.92%
63330 · Worker's Comp Ins.	2,181.06	1,849.61	331.45	17.92%
Total 63300 · Insurance Expense	21,521.36	19,448.85	2,072.51	10.66%
63400 · Interest Expense				

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	Jan - Jul 20	Jan - Jul 19	\$ Change	% Change
63425 · Sanctuary Upgrade Interest	0.00	252.14	-252.14	-100.0%
63420 · FLC Mortgage interest	8,469.94	814.35	7,655.59	940.09%
63430 · Merchant Fees	1,979.56	1,201.15	778.41	64.81%
Total 63400 · Interest Expense	10,449.50	2,267.64	8,181.86	360.81%
63500 · Janitorial Supplies	2,040.36	6,812.64	-4,772.28	-70.05%
63600 · Kitchen & Hospitality Supplies	560.62	370.79	189.83	51.2%
63700 · Leadership Training	0.00	690.16	-690.16	-100.0%
64000 · Ministry Expenses				
64150 · Christian Education				
64160 · Children's Ministry				
64164 · Children's Missions & Outreach	21.31	262.08	-240.77	-91.87%
64161 · Education - Children's Ministry	610.34	1,452.94	-842.60	-57.99%
64162 · Nursery - Children's Ministry	35.00	281.91	-246.91	-87.59%
64163 · VBS - Children's Ministry	1,782.28	5,179.08	-3,396.80	-65.59%
Total 64160 · Children's Ministry	2,448.93	7,176.01	-4,727.08	-65.87%
64170 · Youth Ministry				
64171 · Education - Youth Ministry	627.09	1,368.60	-741.51	-54.18%
64172 · UMYF - Youth Ministry	793.73	1,070.57	-276.84	-25.86%
64173 · Youth Trips - Youth Ministry	61.25	76.87	-15.62	-20.32%
Total 64170 · Youth Ministry	1,482.07	2,516.04	-1,033.97	-41.1%
64180 · Adult Christian Education	2,291.32	2,554.16	-262.84	-10.29%
64190 · General - Christian Education	769.09	904.17	-135.08	-14.94%
Total 64150 · Christian Education	6,991.41	13,150.38	-6,158.97	-46.84%
64400 · Congregational Life Ministries	1,152.53	926.72	225.81	24.37%
64600 · Outreach	961.98	2,013.60	-1,051.62	-52.23%
64700 · Missions				
64701 · United Methodist Causes	2,725.00	2,450.00	275.00	11.22%
Total 64700 · Missions	2,725.00	2,450.00	275.00	11.22%
64800 · Music & Fine Arts Ministries	1,597.60	1,857.53	-259.93	-13.99%
64900 · Stephen Ministry	120.35	1,598.36	-1,478.01	-92.47%
65100 · Worship				
65110 · Sanctuary / Traditional	991.37	1,060.15	-68.78	-6.49%
65120 · FLC / LOTR	372.61	167.18	205.43	122.88%
65100 · Worship - Other	2,164.95	246.49	1,918.46	778.31%
Total 65100 · Worship	3,528.93	1,473.82	2,055.11	139.44%
64000 · Ministry Expenses - Other	90.00	0.00	90.00	100.0%
Total 64000 · Ministry Expenses	17,167.80	23,470.41	-6,302.61	-26.85%
65300 · Office Expenses				
65320 · Annual Charter Dues	0.00	126.44	-126.44	-100.0%
65310 · Education and Training	0.00	4.99	-4.99	-100.0%
65311 · Computer and Internet Expense	895.07	750.00	145.07	19.34%
65301 · Background Checks	0.00	182.00	-182.00	-100.0%
65302 · Bank Service Charges	45.00	74.00	-29.00	-39.19%
65304 · Office Equipment	6,392.28	6,250.49	141.79	2.27%

Manchaca United Methodist Church- YTD Profit & Loss compared to Last Year January through July 2020

	Jan - Jul 20	Jan - Jul 19	\$ Change	% Change
65305 · Office Supplies	1,163.89	2,325.80	-1,161.91	-49.96%
65306 · Postage and Delivery	830.00	1,280.42	-450.42	-35.18%
65307 · Printing and Reproduction	335.79	623.21	-287.42	-46.12%
65308 · Website Expenses	222.88	222.88	0.00	0.0%
65309 · Advertising	33.98	0.00	33.98	100.0%
65300 · Office Expenses - Other	5.00	0.00	5.00	100.0%
Total 65300 · Office Expenses	9,923.89	11,840.23	-1,916.34	-16.19%
65400 · Youth Ministry Program				
65422 · Youth Minister - Housing	4,300.00	6,162.78	-1,862.78	-30.23%
65401 · Youth Minister Management Fees	10,000.00	14,000.00	-4,000.00	-28.57%
Total 65400 · Youth Ministry Program	14,300.00	20,162.78	-5,862.78	-29.08%
65500 · Pastor Professional Expenses				
65510 · Senior Pastor Prof. Expenses	304.18	3,619.07	-3,314.89	-91.6%
65520 · Assoc Pastor Prof. Expenses	285.60	1,884.81	-1,599.21	-84.85%
Total 65500 · Pastor Professional Expenses	589.78	5,503.88	-4,914.10	-89.28%
66000 · Payroll Expenses				
66110 · Senior Pastor				
66118 · Sr Pastor Life Insurance	0.00	0.00	0.00	0.0%
66117 · Board Of Pension HSA 1420	0.00	400.00	-400.00	-100.0%
66111 · Senior Pastor Salary	43,516.62	43,516.62	0.00	0.0%
66112 · Senior Pastor Housing	15,000.00	11,500.37	3,499.63	30.43%
66113 · Senior Pastor Utilities	3,380.46	3,780.39	-399.93	-10.58%
66114 · Sr. Pastor Pension & Disability	7,028.00	6,722.88	305.12	4.54%
66115 · Sr. Pastor Health Ins. Required	5,789.00	10,958.00	-5,169.00	-47.17%
Total 66110 · Senior Pastor	74,714.08	76,878.26	-2,164.18	-2.82%
66120 · Associate Pastor				
Asoc. Pastor Pension/Disability	2,529.00	0.00	2,529.00	100.0%
66121 · Assoc Pastor Salary	18,783.38	8,750.00	10,033.38	114.67%
66122 · Assoc Pastor Housing	13,000.00	0.00	13,000.00	100.0%
66124 · Asoc. Pastor Pension/ Disabilit	421.50	0.00	421.50	100.0%
Total 66120 · Associate Pastor	34,733.88	8,750.00	25,983.88	296.96%
66200 · Salary Employees	98,507.44	90,586.62	7,920.82	8.74%
66210 · Hourly Employees	50,813.77	56,203.08	-5,389.31	-9.59%
66400 · Pension Contributions for Staff	3,589.76	3,022.96	566.80	18.75%
66599 · Payroll Taxes	11,884.00	12,047.63	-163.63	-1.36%
Total 66000 · Payroll Expenses	274,242.93	247,488.55	26,754.38	10.81%
66500 · Annual Conference	0.00	410.55	-410.55	-100.0%
66700 · Professional Fees	1,304.92	1,030.90	274.02	26.58%
66720 · Temporary Contractor	350.00	558.00	-208.00	-37.28%
67200 · Repairs and Maintenance				
67210 · A/C Maintenance	27,884.35	7,097.45	20,786.90	292.88%
67220 · Electrical Maintenance	995.00	0.00	995.00	100.0%
67230 · Elevator Maintenance	1,145.00	1,725.00	-580.00	-33.62%
67240 · Equipment & Facility Maint.	5,409.24	4,345.53	1,063.71	24.48%

Manchaca United Methodist Church- YTD Profit & Loss compared to Last Year January through July 2020

	Jan - Jul 20	Jan - Jul 19	\$ Change	% Change
67250 · Lawn & Landscaping	3,960.34	3,158.00	802.34	25.41%
67200 · Repairs and Maintenance - Other	2,105.00	0.00	2,105.00	100.0%
Total 67200 · Repairs and Maintenance	41,498.93	16,325.98	25,172.95	154.19%
68600 · Utilities				
68601 · Electricity	13,155.97	19,825.84	-6,669.87	-33.64%
68602 · Fire Alarm Contract	1,085.65	1,025.55	60.10	5.86%
68603 · Pest Control	460.00	690.00	-230.00	-33.33%
68604 · Security	259.65	169.80	89.85	52.92%
68605 · Telephone & Internet	3,057.93	1,921.82	1,136.11	59.12%
68606 · Trash Removal	2,918.90	2,763.56	155.34	5.62%
68608 · Water	1,503.65	2,185.30	-681.65	-31.19%
Total 68600 · Utilities	22,441.75	28,581.87	-6,140.12	-21.48%
Total Expense	464,508.09	436,893.11	27,614.98	6.32%
Net Ordinary Income	23,103.73	-12,983.15	36,086.88	277.95%
Net Income	23,103.73	-12,983.15	36,086.88	277.95%