

Vicksburg United Methodist Church
Finance Meeting Minutes

Meeting held on Thursday, January 15, 2009 at 7:00pm

Committee Members Present: Buff Coe, Rachel Freeman, Norm Kohler, Sue Epley, Betty Thomas, Trish VanTichelt, Betty Gruber

Committee Members Absent: Fred Nelson, JoDee Nelson, Bob Harper, John Cleveland

➤ **Pastor Buff Coe Opened with Prayer**

➤ **Minutes of December 2008 Meeting**

- ♦ Minutes reviewed and accepted

➤ **Treasurer's Report**

- ♦ Our December report shows we finished the year with a positive \$7542.73!
 - This is a deceiving number, as it includes the extra \$3500 ministry share payment that was requested in December (and we weren't sure if we needed or not at the time)
 - The amount also reflects a final week of income
 - The income went right out the SAME WEEK for a January 2009 payroll.
- ♦ Going down the list of items that went over-budget this year:
 - Pastor Travel
 - Nursery Supervisor Wages
 - Publications
 - Advertising
 - Trish talked w/ Terri and we have a special rate of \$90 per ad. Ads are run when Terri decides they are run, so some months they are every week, or some are just for special events
 - Church Gas-Heating
 - Church Phone
 - Equipment Repair/Maint/Contract
 - Talked about in our previous meeting - \$282 copier lease
 - Parsonage 1 Phone (should be down to about \$70/month in 2009)
 - Kitchen Supplies
 - Office/Computer/Copy Supplies
 - Over budget by \$1246.71, Trish looked into expenses and nothing purchased was out of the ordinary
 - Postage
- ♦ Interesting note on Contributions – lost over 26 givers this year
- ♦ We have over \$7000 in local bills that will start generating finance charges and late fees
 - Could we look into publicizing bills to congregation?
 - Trish will list in February newsletter
 - Betty T. suggested a complete freeze on spending, however committee was unresponsive to suggestion

➤ **Old Business**

- ♦ *Audit*
 - Caryn Zonyk volunteered to perform audit
 - See handout of email from Caryn

- Caryn's questions approved for her to move forward, Trish will gather info for Caryn to begin audit.
- ♦ *Fundraisers*
 - Meijer Community Rewards
 - Our list has grown to 22 supporters!!
 - So far, since re-starting program in 2008, we have raised \$227.35
 - We received a check in December for \$146.55
 - Meijer's only cuts checks when rewards reach over \$100.
 - ScripCents
 - Program is going slow now that Holiday's are over
 - There are 2 households who regularly purchase cards for everyday use, however if our weekly orders aren't over \$800, we receive a \$3 fee.
 - Trish will try every other week to generate orders
 - If orders still aren't big enough, may "solicit" for volunteers to work a table on Sunday's to collect orders and answer questions.
- **New Business**
 - ♦ *Giving Statements*
 - Trish has year-end statements ready and wonders if Finance wants to include a letter of thanks
 - It is agreed that we should include a letter and was suggested that Trish type one up and Betty will sign for the committee
 - To save postage, statements will be passed out at Sunday services on the 18th and the 25th.
 - ♦ *Next Meeting*
 - Thursday, February 19, 2009
 - ♦ Per Trustees
 - Safety strips are needed for back steps... there has been a fall
 - Fire alarm system needs major repairs
 - Bill estimate is around \$1300
 - It is under the assumption that the only thing wrong with the alarm system is the battery back-up system is not sufficient
 - i.e. if we loose electricity, the fire alarms probably won't work
 - Since that is all that is wrong, Finance is recommending we "leave it bee" for now, as long as it is not creating a hazard
- **Open Forum**
- **Pastor Buff Closed in Prayer**