

Finance Committee Meeting Minutes

September 10, 2020

Youth Building

In attendance:

Ed Atkins	Pam Jones	Paul Thompson
Rev. David Chisham	Carol Madere	Lorry Trotter
Lorrinda Dickinson	Dak McInnis	
Brenda Hilgendorf	Mary Thompson	

Call to Order/Prayer - Dak McInnis

The meeting was called to order at 6:03pm. Dak gave a devotion based on Matthew 14:18-20, followed by prayer.

July 25, 2020 Minutes - Brenda Hilgendorf

The minutes from the June 25, 2020 meeting were presented. Mary Thompson made a motion that the minutes be approved as presented; Pam Jones seconded the motion. Motion carried.

Financial Review Oversight - Pam Jones

The Financial Review has been scheduled for Friday, September 25, at 1:30pm in the church office. Financial reviewers appointed are David Brian and Donna Embree. Their report will be submitted at the November board meeting.

July & August Financial Data - Brenda Hilgendorf

Board of Church Extension Loan balance is \$21,414. This is the loan obtained in 2016 for campus repairs and updates. The loan is scheduled to be paid off in November 2021. However, there is not pre-payment penalty and could be paid off earlier if we choose to do so.

The Facilities Fund (4210) balance is \$29,586. This fund is where our Board of Church Extension loan payment is withdrawn each month. The payment is \$1,557 per month.

Capital Replacement/Improvement Fund (4265) balance is \$11,574. There have not been any draws on this fund so far this year.

Our first CD was cashed in on September 2. The \$12,500 was transferred back into the Regions checking account and credited to the General Fund Reserve account (4850). We received \$160 in interest on the CD which was also deposited to the Regions checking account and credited to the General Fund Reserve account (4850). Our second CD is scheduled to mature in March 2021.

The General Fund ending balance for August was \$33,528. However, it is important to keep in mind how the PPP funds affect that figure – if we back out the \$33,060 loan we received, the August ending balance would be \$468. This means that we have spent all of the General Fund that we have booked this year as well as almost all of the \$15,000 General fund beginning balance. This indicates that we are still behind in giving due to the impact of the pandemic on the economy. Paul Thompson reminded the committee that we had to move \$5,629 from the General Fund Reserve on January 1, 2020 to bring our General Fund Beginning Balance to the \$15,000 balance that we start with each year.

Payment Protection Program - Brenda Hilgendorf

We received \$33,060 from PPP. All of the funds were expensed by mid-July. We have not been notified yet to file our request for grant status. If granted, the funds do not have to be re-paid. If this does not transfer to a grant, the payments on the loan will begin 10 months following submission of our request. Pam Jones said the interest rate is 0.98%. This is not an “either or” situation. The SBA can declare a partial grant status as opposed to a full grant. Should that occur, only the portion determined by the SBA as loan status would have to be repaid. We also have the right to appeal the decision by the SBA if we do not agree with their determination.

Once we submit our documents and request for grant status, Chase will review them to be sure we have everything in order. This can take up to 3 weeks. Once Chase determines all our paperwork is in order, they will submit everything to the SBA with a recommendation on our grant status. It can take as long as 3 - 5 months before we know of the SBA decision. Since we haven't received permission to submit our items to Chase yet, it is doubtful that we will have an answers as to our loan status prior to 2020 year end.

Items for Discussion - Dak McInnis

A. Nursery Workers:

Per the PPP loan rules, we have been paying the nursery workers' salaries as if they were working – a total of \$292 per month. There is a requirement that payroll and personnel not be reduced if we want to apply for grant status on our loan. Pam Jones reported that since we received our funds on May 1, our 24-week period ends on October 16, 2020. Brenda asked the committee for a decision on whether they wished to continue the nursery payroll or discontinue it. She cautioned that whatever decision is made, we need to be sure we are in compliance with PPP rules so as to not jeopardize our ability to request grant status.

Discussion on what our options could be – 1) continue to carry them as we have been; 2) open the nursery on Sundays and require them to report for work; 3) lay them off – followed. Concern was expressed at continuing to pay them for not working. Rev. David said that he didn't feel that the parents of nursery age children are ready to return to worship and didn't feel we should open the nursery if there wasn't a need for childcare. It was decided that Paul Thompson would contact his office's PPP person for direction and information, Pam Jones would contact her CPA as well, and Rev. David Chisham would speak with the families of young children to be sure they are not planning to attend and would require nursery care. They will pool information and report back to the Finance Committee. Deadline for PPP information from the three sources is September 18, 2020.

B. Online Giving:

Pam Jones reported that Jo Craddock has done research on several online giving platforms and it appears that our best options are Realm (our church software program) and PayPal, with PayPal being Jo's recommendation. There are fees related to all of the platforms – typically a monthly maintenance fee and a percentage of the donations – with the exception of PayPal. They did not charge monthly maintenance fees. Other platforms require the maintenance fee be paid even if no donations are received during the month. Dak will ask Jo for more information and explanation at the September Board meeting. Pam said that she would like to offer two options for those interested in using online giving.

C. Campus Rental:

It has been suggested that we could generate an income stream by renting out some of our buildings/rooms – i.e, to an independent contractor who needs office space to conduct business. Ed Atkins asked what our liability issues would be. Brenda Hilgendorf asked how that affects us as a non-profit. Rev. David said if the renters are in-line with FCC goals and mission vision than it didn't appear that it would matter. If the renter was a business – i.e., an accountant, insurance office, etc. – then that would require FCC to claim the rent as income and file taxes. A sub-committee has been appointed to gather more information to present to the Finance Committee and the Board. The sub-committee members are Mary Thompson (Chair), Rev. David Chisham, Dak McInnis, and Mike Wilson.

Stewardship Campaign Report

Pam Jones announced that Sunday, September 13, is the kick-off for this year's Consecration Day program. A daily devotional will be sent to the congregation by email beginning Monday, September 14. October 4 will be Consecration Day. Due to Covid-19 concerns, it has been decided that we will not have our usual luncheon on that day. We have developed Estimate of Giving forms for online use as well as the usual paper copies that have been used in the past. The electronic forms will be sent to Brenda Hilgendorf's email in order to maintain confidentiality.

Our theme for this year is “3 C's of Stewardship – Confidence, Contentment, Communication.” We will not have guest speakers. The following are scheduled to speak:

Confidence – Dak McInnis (September 20)

Contentment – Pam Jones (September 27)

Communication - Rev. David Chisham (October 4)

Closing Prayer - Rev. David Chisham

Rev. David led the group in a closing prayer.

The meeting was adjourned at 7:11pm by Dak McInnis.

Submitted by,

Brenda Hilgendorf
Acting Secretary

/bgh