

MINUTES OF THE EXECUTIVE COUNCIL

October 4, 2022

PRESENT – Grant Showalter, Jennifer Showalter, Charles Humm, Martha Stone, Jane Showalter, Charlie Barnett, Pastor Stone, and Carolyn Solomon

MEETING CALLED TO ORDER at 7:05 with an opening prayer by Pastor Stone.

PASTOR'S REPORT – see attached

PASTORAL CARE MINISTRIES – see attached

OUTREACH – no report

CONGREGATIONAL ENRICHMENT – no report

EDUCATION – no report

HOSPITALITY – no report

PROPERTY – many thanks for all those who helped in the clean up

STEWARTSDHIP – Mission offering for October for Puerto Maldonado and South Africa for November – MSC to send these offerings as noted for October and November

SERVICE – 11 ladies and 7 men attended the communion service on October 2

FINANCIAL SECRETARY – see attached

TREASURER'S REPORT – see attached

MSC to pay \$6,000.00 each month on the mortgage as able, an increase of about \$2,000

OLD BUSINESS –

- Christmas Eve service – when? Motion made to have the Christmas Eve Service on Wednesday evening. After discussion this was tabled to be discussed at the congregational meeting in November.

NEW BUSINESS-

- Reviewed the Proposed changes to the Constitution and By-laws to be presented at the Congregational Business Meeting on November 8
  - MSC to pay Lon \$2,000.00 for the tree service done on our property. Ask him to make an offer first.
  - Discussed the proposed budget for 2023 – see attached
- MSC to present the proposed budget to the Congregational Business Meeting on November 8 with the changes to the rental insurance and rental payment.
- MSC to recommend to the Congregational Business that the Pastor's salary be increased by \$2177.00.

MSC to adjourn the meeting at 8:00 PM with a closing prayer by Grant Showalter.

Respectfully submitted by,

Carolyn Solomon  
Recording Secretary

## EXECUTIVE COUNCIL MINUTES

August 9, 2022

PRESENT – Grant Showalter, Martha Stone, Jane Showalter, Jennifer Showalter, Kaye Matthews , Iris Helmuth, Pastor Stone, Charles Humm and Carolyn Solomon.

MEETING CALLED TO ORDER AT – 7:02 PM with an opening prayer by Iris Helmuth.

PASTOR’S REPORT – see attached

PASTORAL CARE MINISTRIES – see attached

OUTREACH – no report

CONGREGATIONAL ENRICHMENT – working on getting packets ready for visitors - things going well in nursery

EDUCATION – no report

HOSPITALITY – no report

PROPERTY – keeping up with things - steeple and high gutters need to be cleaned - C/C work was done

STEWARDSHIP – first rent from new tenant - received - MSC that August mission offering go to Lost Creek , Ky and September mission offering go to Argentina

SERVICE –

PASTORAL CARE – no report

FINANCIAL SECRETARY – see attached

TREASURER’S REPORT – see attached - duvet meeting is set for Sept 8th

OLD BUSINESS - 1. MSC to hire Yvette to clean the school each day when school is in session -( the floors and the bathrooms) at \$60. per day plus the \$120. for the Fellowship Hall and Sanctuary

NEW BUSINESS – 1. Need names for the Nominating Committee

2. Scheduling at Christmas - Christmas Eve is on Saturday night and Christmas Day is Sunday- suggested on Wednesday night for Christmas Eve instead of Saturday night

MS to have Christmas Eve service on Wednesday night MSC to table this motion.

MSC to adjourn the meeting at 7:45 PM with a closing prayer by Pastor Stone.d

Respectfully submitted by,

Carolyn Solomon  
Recording Secretary

## Pastor's Report

First Brethren Church of Sarasota  
Executive Council  
October 2022

### Report on August/September

- I did not finish the garden at the cross or paint the new door on the fellowship hall.
- Sand the cottage closet drywall and paint.
- I did sand and paint the cottage closet.

### Goals for October/November

- Prepare for Advent and Christmas.
- Do some work on the cross garden.
- Paint the new door in the fellowship hall.
- Purchase wall lights for the sanctuary.
- Prepare new packet for visitors

### Weekly Activities August/September

- Sunday worship practice at 8:30 A.M.
- Children Sunday school class helper.
- Sunday 10:00 A.M. worship & live stream.
- Nightly 7:00 online devotional.
- Wednesday Agape School chapel.
- Wednesday youth meeting after school.
- Wednesday Bible Study in-person and on Facebook Live.
- Maintain church web site.
- Hospital and other visits.

### Non-weekly Activities August/Sept.

- Executive Council.
- Money wired for the orphanage in Peru.
- Attended 1 Showfolks monthly meetings.
- Attended potluck meal.
- One meeting of the Southeast Regional Leadership Team.
- Installation of a new AC in sanctuary.
- Dealt with AC problems in Fellowship Hall
- Lights installed in fellowship hall and fellowship hall men's room.
- Caulked half of the flashing over church office before Hurricane Ian.
- One baby dedications (Stephen Stone).
- Installed toilet paper hanger.
- Sanded and painted closet in cottage.
- Met with Chuck Sidlow for him to use the cottage once for his clowning ministry.

- Worked with Atlas Insurance to find a new windstorm policy for the rental properties. Our old insurer went bankrupt.
- Worked with a new agent to get a quote for the church's property.
- On 10/1, I participated in the Hurricane Ian church cleanup day.
- Attended Sandy Cartner's retirement party from Agape School.
- Set the church up with Gloop.
- Worked on new brochure

### Membership changes

- None.

### Vacation days

- Two days off.

### Comments

To some extent, this was a quieter time at the church. There was no school for part of this reporting period so I didn't have youth meetings or chapel services. Now school has restarted and we are in that schedule again.

The AC problems in the sanctuary and the fellowship hall took up too much time and so did the various insurance applications we had to fill out. This comes under the heading of "things they don't teach you in seminary."

We are doing well in the church in finances and in ministry opportunities. What we really need is more workers who can do the ministry. We need to pray for workers for the harvest.

Respectfully submitted,

Pastor David

### Old Business

- Rethinking Christmas Eve/Christmas morning schedule.
- Constitutional amendments.

### New Business

- Decide mission offering.

# Pastor of Care Ministries

First Brethren Church

August/September2022

## Activities for the Congregation and/or Community

- 1 Participated in the Executive Council Meeting
- 3 Growth Group Meeting
- 6 Errand for congregant
- 0 Preparation and implementation of regular evening communion.
- 9 Congregant visits
- 1 Ministry of Service Phone call consultation to members for input and decision
- 1 Took food and participated in youth group meeting
- 2 Webinar's with Everence representative
- 1 Wrote a matching grant for a needy family

### **Care Ministry Team activities**

- 18+ Cards sent by our **Card Ministry Team (Feb & March)**
- 0 **Moving Ministry activity**
- 2 **Transportation Ministry Team**, still transporting members to church/ appointments as requested.
- 1 **Meal Ministry (Meals taken)**

### **Monthly Highlight**

I was thankful that I could spend time with a Hospice patient to relieve the caregiver on several occasions. It was also a blessing to be with a congregant when they had to undergo numerous testing procedures.

### **Goals**

Provide leadership support for Ministry of Service

Promote outreach with Bible Study group, AGAPE youth group, and individual Spiritual growth.

Actively work to identify individual needs within our congregation and seek to support their physical, spiritual, and mental wellbeing.

Pastor of Care Ministries  
Iris Helmuth

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# Financial Secretary Report

Offering budget/month: \$12,893.67

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September 2022

## Fund Source

<b>Argentina</b>	<b>\$235.00</b>
<i>Offering</i>	\$235.00
<b>General</b>	<b>\$18,778.74</b>
<i>Credit Card Refu</i>	\$250.00
<i>Election office</i>	\$400.00
<i>Everence Sharin</i>	\$500.00
<i>MNMG</i>	\$400.00
<i>Offering</i>	\$7,440.00
<i>Partners Develo</i>	\$6,378.00
<i>Play&amp;Grow</i>	\$3,010.74
<i>Tues.NA</i>	\$100.00
<i>Wed AA Beg.</i>	\$300.00
<b>Missions</b>	<b>\$171.00</b>
<i>Offering</i>	\$171.00
<b>Pastor Supp.</b>	<b>\$1,000.00</b>
<i>Offering</i>	\$1,000.00
<b>Peru Orphanage</b>	<b>\$18.00</b>
<i>Offering</i>	\$18.00
<b>Ukraine</b>	<b>\$1,010.00</b>
<i>Offering</i>	\$1,010.00

September 30, 2022 **BALANCE SHEET**

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<b>CURRENT ASSETS</b>	
Checking/Savings	
Everence FCU	
EFCU - Unrestricted	\$27,590
EFCU - Special	\$27,301
<b>TOTAL Everence FCU</b>	<b>\$54,891</b>
EFCU - Savings	\$25
<b>TOTAL Checking/Savings</b>	<b>\$54,916</b>
<b>LIABILITIES &amp; EQUITY</b>	
Long Term Liabilities	
Everence Loan	\$63,749
<b>TOTAL Long Term Liabilities</b>	<b>\$63,749</b>

September 30, 2022 **SPECIALS BALANCE**

<b>SPECIAL INCOME</b>	
Deacon Fund	\$2,619
CIA	\$350
Youth	\$2,844
Camp	\$0
Agape School Lunches	\$351
Parrish Nurse	\$211
Agape Fence	\$195
Holiday Flowers	(\$52)
Christmas	\$0
Easter	\$0
Brethren Relief	\$0
Resurrection House	\$0
Missions Ukraine	\$975
Ukraine Refuge	\$2,250
Building Improvement	\$0
Handyman Services	\$150
Kitchen Improvement	\$313
Escrow	\$0
Memorials	\$13,574
PJH Scholarship	\$2,500
Peru (Pucusana)	\$1,020
<b>TOTAL SPECIAL INCOME</b>	<b>\$27,301</b>
<b>PERU SPECIALS (savings)</b>	
Account Minimum	\$25
PERU SPECIALS (savings) - Other	\$0
<b>TOTAL PERU SPECIALS (savings)</b>	<b>\$25</b>
<b>TOTAL ROOF SAVINGS</b>	<b>\$0</b>
<b>TOTAL OTHER INCOME</b>	<b>\$27,326</b>

**OUTSTANDING BILLS**

DATE	NAME	MEMO	Amount
10/1/22	Rev. David Stone		\$2,432
<b>TOTAL</b>			<b>\$2,432</b>



# INCOME REPORT

September 30, 2022

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	Year Budget	RECEIVED this YEAR	(\$ ) Yet to Receive this Year \$ RECEIVED Over Budget	Should be as of report date:		Should be:
				% of Budget for the YEAR	Received this MONTH % of Budget for the MONTH	
Offering General	\$148,608	\$104,308	(\$44,300)	70.2%	\$7,513	100.0%
Other General						
Community Meetings	\$11,500	\$8,000	(\$3,500)	69.6%	\$1,200	125.2%
A Office Building 2435 lg	\$32,100	\$26,746	(\$5,354)	83.3%	\$3,011	112.6%
B Office Building 2425 sm	\$35,940	\$15,752	(\$20,188)	43.8%	\$6,378	213.0%
Agape Academy	\$34,818	\$26,477	(\$8,341)	76.0%	\$0	0.0%
<b>TOTAL Other General</b>	<b>\$114,358</b>	<b>\$76,975</b>	<b>(\$37,383)</b>	<b>67.3%</b>	<b>\$10,589</b>	<b>111.1%</b>
Benevolence						
Missions	\$1,000	\$6,225	\$5,225	622.5%	\$1,416	1699.1%
Peru Orphanage	\$1,500	\$1,358	(\$142)	90.5%	\$18	14.4%
Total Benevolence	\$2,500	\$7,583	\$5,083	303.3%	\$1,434	688.3%
<b>TOTAL INCOME</b>	<b>\$265,466</b>	<b>\$188,866</b>	<b>(\$76,600)</b>	<b>71.1%</b>	<b>\$19,536</b>	<b>88.3%</b>

Other Income	
Special Income	\$33,231
	\$1,500

# SPENDING REPORT

September 30, 2022

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	Year Budget	SPENT this YEAR	(\$ ) Yet to SPEND this Year \$ SPENT Over Budget	Should be as of report date:		Should be:
				% of Budget for the YEAR	SPENT this MONTH	
SR Pastor						
Base Salary	\$38,193	\$28,645	(\$9,548)	75.0%	\$3,183	100.0%
Housing	\$25,000	\$18,750	(\$6,250)	75.0%	\$2,083	100.0%
Health Savings	\$4,600	\$3,450	(\$1,150)	75.0%	\$0	0.0%
Retirement	\$4,785	\$2,393	(\$2,393)	50.0%	\$0	0.0%
<b>TOTAL SR Pastor</b>	<b>\$72,578</b>	<b>\$53,237</b>	<b>(\$19,341)</b>	<b>73.4%</b>	<b>\$5,266</b>	<b>87.1%</b>
Extended Expense						
Mileage/Travel	\$500	\$0	(\$500)	0.0%	\$0	0.0%
Conf Exp Pastor	\$1,200	\$0	(\$1,200)	0.0%	\$0	0.0%
Honorarium	\$900	\$300	(\$600)	33.3%	\$0	0.0%
Ministry Expense	\$100	\$0	(\$100)	0.0%	\$0	0.0%
Delegate fees	\$300	\$300	\$0	100.0%	\$0	0.0%
Continuing Ed	\$500	\$0	(\$500)	0.0%	\$0	0.0%
Med Insurance	\$10,000	\$6,546	(\$3,454)	65.5%	\$0	0.0%
<b>TOTAL Extended Expense</b>	<b>\$13,500</b>	<b>\$7,146</b>	<b>(\$6,354)</b>	<b>52.9%</b>	<b>\$0</b>	<b>0.0%</b>
Social Security/FBC						
SS Sr. Pastor	\$4,834	\$3,626	(\$1,208)	75.0%	\$403	100.0%
<b>TOTAL Social Security/FBC</b>	<b>\$4,834</b>	<b>\$3,626</b>	<b>(\$1,208)</b>	<b>75.0%</b>	<b>\$403</b>	<b>100.0%</b>
Office Expense	\$1,000	\$917	(\$83)	91.7%	\$0	0.0%
Service	\$600	\$178	(\$422)	29.7%	\$0	0.0%
P o Care Ministries	\$500	\$0	(\$500)	0.0%	\$0	0.0%
Pastoral Care	\$300	\$0	(\$300)	0.0%	\$0	0.0%
Stewardship	\$300	\$511	\$211	170.3%	\$7	27.3%
Outreach						
O Agape School Lunches	\$2,000	\$0	(\$2,000)	0.0%	\$0	0.0%
O General	\$6,000	\$6,122	\$122	102.0%	\$0	0.0%
<b>TOTAL Outreach</b>	<b>\$8,000</b>	<b>\$6,122</b>	<b>(\$1,878)</b>	<b>76.5%</b>	<b>\$0</b>	<b>0.0%</b>
Hospitality	\$600	\$299	(\$301)	49.8%	\$0	0.0%
Congregational Enrichment	\$1,000	\$151	(\$849)	15.1%	\$0	0.0%
Education	\$300	\$332	\$32	110.6%	\$0	0.0%



# SPENDING REPORT

September 30, 2022

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	Year Budget	SPENT this YEAR	Should be as of report date:		SPENT this MONTH	Should be:	
			75.0%				100%
			(\$ Yet to SPEND this Year	% of Budget for the YEAR			
			\$ SPENT Over Budget	for the MONTH			
<b>Property</b>							
P Insurance	\$20,000	\$23,052	\$3,052	115.3%	\$0	0.0%	
Taxes & Assessments	\$4,800	\$25	(\$4,775)	0.5%	\$0	0.0%	
Cleaning	\$7,800	\$7,320	(\$480)	93.8%	\$1,080	166.2%	
P General	\$22,000	\$5,941	(\$16,059)	27.0%	\$0	0.0%	
<b>TOTAL Property</b>	<b>\$54,600</b>	<b>\$36,338</b>	<b>(\$18,262)</b>	<b>66.6%</b>	<b>\$1,080</b>	<b>23.7%</b>	
<b>Utilities</b>							
Water	\$6,000	\$4,061	(\$1,939)	67.7%	\$366	73.2%	
Electricity	\$15,000	\$12,237	(\$2,763)	81.6%	\$1,646	131.7%	
Telephone	\$3,000	\$1,820	(\$1,180)	60.7%	\$203	81.2%	
Fire Alarm	\$260	\$0	(\$260)	0.0%	\$0	0.0%	
Waste Services	\$300	\$198	(\$102)	66.0%	\$0	0.0%	
<b>TOTAL Utilities</b>	<b>\$24,560</b>	<b>\$18,316</b>	<b>(\$6,244)</b>	<b>74.6%</b>	<b>\$2,215</b>	<b>108.2%</b>	
<b>Benevolences</b>							
Missions	\$0	\$2,767	\$2,767	100.0%	\$171	100.0%	
Peru Orphanage	\$3,600	\$4,123	\$523	114.5%	\$76	25.3%	
Deacon Fund	\$4,300	\$3,450	(\$850)	80.2%	(\$350)	-97.7%	
Brethren Church National	\$2,000	\$1,500	(\$500)	75.0%	\$0	0.0%	
<b>TOTAL Benevolences</b>	<b>\$9,900</b>	<b>\$11,840</b>	<b>\$1,940</b>	<b>119.6%</b>	<b>(\$103)</b>	<b>-12.5%</b>	
<b>Rental Expense</b>							
Payments	\$48,360	\$36,063	(\$12,297)	74.6%	\$4,007	99.4%	
R Insurance	\$7,600	\$639	(\$6,961)	8.4%	\$639	100.9%	
R Taxes	\$12,000	\$0	(\$12,000)	0.0%	\$0	0.0%	
R Sales Tax	\$3,930	\$2,529	(\$1,401)	64.3%		0.0%	
R Maint. & Misc.	\$1,000	\$6,687	\$5,687	668.7%		0.0%	
<b>TOTAL Rental Expense</b>	<b>\$72,890</b>	<b>\$45,918</b>	<b>(\$26,972)</b>	<b>63.0%</b>	<b>\$4,646</b>	<b>82.0%</b>	
<b>TOTAL EXPENSE</b>	<b>\$265,462</b>	<b>\$184,931</b>	<b>(\$80,531)</b>	<b>69.7%</b>	<b>\$13,514</b>	<b>62.2%</b>	

## **Abbreviated job descriptions for church offices**

### **Moderator**

The moderator shall preside at the Executive Council and the business meetings of the congregation. The moderator is ex-officio member of every Ministry and Committee except Ministry of Service; is the chief executive officer, shall make sure that all officials of the Church properly fulfill their responsibilities, enforce all business transactions, and be empowered to call the various Ministries together at any time. The moderator shall have authority, with the pastor and the Executive Council, to call special business meetings of the church.

### **Vice-Moderator**

The vice-moderator shall, in the absence of the moderator, perform the duties devolving upon the moderator. If the office of moderator is vacated by change of membership, resignation, or death, the vice-moderator shall assume all the duties of moderator until the next election. The vice-moderator shall chair the Nominating Committee.

### **Recording Secretary**

The recording secretary shall keep the minutes of all Executive Council and congregational business meetings; such minutes, when approved, become a part of the permanent record of the Church. A record of all members and changes of membership shall be kept. He/She shall perform any other duties relating to the office.

### **Assistant Recording Secretary**

The assistant recording secretary shall perform the duties of the recording secretary in his/her absence, and shall perform such other duties as may be assigned to him/her by the recording secretary or the moderator.

### **Financial Secretary**

The financial secretary, with the help of the assistant financial secretary, shall receive and record all monies coming into the congregation.

He/She shall deposit offerings received to the bank account of the general fund of the Church and furnish duplicate deposit slips to the church treasurer, showing a breakdown of funds received. He/She shall also present a comprehensive report of these transactions to the regular business meetings of the Executive Council and the congregation. He/She shall conduct all clerical work that pertains to the finances of the Church and make a yearly report available to all members.

### **Assistant Financial Secretary**

The assistant financial secretary shall aid and assist the financial secretary in the performance of his/her duties and shall perform such duties in the absence of the financial secretary.

### **2<sup>nd</sup> Assist. Financial Secretary**

The 2<sup>nd</sup> assistant financial secretary shall aid the financial secretary or the assistant financial secretary when either of the other is unavailable. This is so there are always two people counting the offering cash.

### **Treasurer**

The treasurer shall receive a breakdown of funds deposited by the financial secretary. He/She shall pay by check all bills and monthly accounts as they fall due. The treasurer shall be bonded/insured at the expense of the Church; amount to be designated by the Executive Council. He/She shall make a complete report to each regular business meeting of the Executive Council and the congregation, showing amounts expended against the items listed in the last annual budget. All questions arising about bills shall be determined by the Executive Council.

### **Assistant Treasurer**

The assistant treasurer shall assist the treasurer in the performance of his/her duties; and in the absence of the treasurer, shall perform the duties of the treasurer, as designated by the treasurer and/or Executive Council.

### **Service Ministry (Deacons)**

The purpose of this Ministry shall be to assist the pastor in ensuring the care of the spiritual and temporal needs of the church and its members. This work includes visitation, supervision of communion services, assisting in baptisms, and the services of anointing and the laying on of

hands in cooperation with the pastor. They maintain a Deacon Benevolent Account to be used to assist church members or friends in times of need.

### **Property Ministry**

This Ministry is responsible to meet the needs of the congregation by making the church property visibly attractive. They are to inspect and maintain all church facilities, grounds, and equipment or supplies. This Ministry will supervise and be responsible for all custodial procedures. Other jobs, job descriptions and responsibilities pertaining to the upkeep of the church facilities will be filled by this Ministry according to the needs of the church.

### **Pastoral Care Ministry**

These individuals will work with the pastor and his family to support and encourage them in their ministries. They will meet with the pastor/spouse at least once per quarter, or at the call of the pastor or chairperson for a discussion of any/all things related to their pastoral role.

### **Hospitality Ministry**

The purpose is to train and plan activities that encourage a hospitable spirit among the friends and members of the Church, and to oversee needs and supplies of the Church kitchens.

### **Education Ministry**

The purpose is to provide all members and attenders of the church an opportunity to grow in their knowledge of Christian principles and concerns through Sunday School, youth programs and any other educational means to assist the total Church program. NOTE: All church members who work with children are required to undergo a background check.

### **Outreach Ministry**

The purpose is to develop, promote, coordinate, and encourage areas of ministry in the Church which actively share the gospel to the unchurched.

### **Stewardship Ministry**

The purpose is to educate and encourage our people concerning the biblical responsibilities of stewardship to God and his ministry, to provide an accountable system for the collection, the

expenditures and statistical reports of all Church finances.

### **Congregational Enrichment Ministry**

The purpose is to develop and maintain a quality expression of our faith in the loving God by providing special programs and activities for the Church and promoting a spirit of Christian fellowship among friends and members. This Ministry oversees and facilitates the areas of ushers, altar commission, nursery, and church music.

# Proposed changes to the Constitution and By-laws

April 19, 2022

Strikeouts show proposed deletions from the present text. Yellow highlights show proposed additions

## ARTICLE VI: Government

### SECTION 2. Basis of Government

The basis of government follows the recommendation of ~~both District and~~ General Conference where possible, especially as set forth in the Manual of Procedure of the Brethren Church.

### SECTION 3. Ownership

In the event that this congregation should cease to function as The First Brethren Church, the assets would automatically revert to ~~the Ministry of Properties of the Florida District of The Brethren Church which is affiliated with the General Conference of The Brethren Church, with headquarters at Ashland, Ohio; or, in the event of the District ceasing to function, to~~ The Brethren Church with headquarters at Ashland, Ohio.

Purpose: There is no longer any district organization.

## By-laws

## Article I: Ministries

### SECTION 4. Ministry of Service

- A. Members of the Ministry will serve as deacons (men) and deaconesses (women) of the Church.
  1. ~~Opportunity to elect qualified (as defined in 1 Timothy 3:8-13) members to serve as deacon and deaconess shall be given according to the need seen by the pastor and/or congregation.~~ Only members of the church who satisfy the qualifications as deacons in 1 Timothy 3:8-13 will be elected to this committee.
  2. Members are elected for a three (3) year term ~~in alternate years.~~
- B. The officers of this Ministry are selected by the members of the Ministry of Service.
- C. The purpose of this Ministry shall be to assist the pastor or the Church in exercising a systematic and Christ-like care of the spiritual and temporal needs of the Church and its members. This work includes visitation, supervision of Communion Services, assisting in baptisms, and the Service of Anointing and the Laying on of Hands in cooperation with the pastor.
- D. This Ministry will maintain a Deacon Benevolent Account to be used to assist Church members or friends in times of need. With discretion, other assistance may be provided to "street" people ~~those outside the church.~~

  1. The pastor with the officers of this Ministry shall discern disbursement.
  2. If all can not agree on a matter, the whole Ministry will assist.
  3. Report shall be made to the congregation at the quarterly business meeting when money is disbursed. Confidentiality is expected.

- E. ~~Deacon/deaconess members in good standing but no longer able to serve due to health or aging issues may be allowed to continue on the ministry of service in a non-active (emeritus) status if so desired. This status would be a lifetime status if desired by the member in good standing and would~~



~~be open to any past member who meets the non-active criterion for ministry of service members in good standing as determined by the pastor and executive council members. The emeritus status members will not be counted when recruiting for active positions to allow the ministry to recruit other individuals into needed positions. The number of active members needed to fulfill this ministry role will be established annually prior to the nomination process by the pastor and the executive council. A husband and wife team will be quantified as one unit if elected. Emeritus status members will be reviewed annually by the pastor and the executive council to determine eligibility and willingness to continue in this role.~~

E. The congregation will elect new members each year to fill eight positions on this ministry.

F. Members of this ministry in good standing who are unable to serve due to age or health issues may be granted emeritus status by vote of the ministry.

Purpose: Clean up language. Set a number for the ministry.

## **ARTICLE III: Stated Meetings**

### **SECTION 1. Congregational Business Meetings**

~~Four congregational business meetings shall be held on the Wednesday of the week of the first Monday of January, April, July, and October, unless otherwise declared by the Executive Council, Moderator, or Pastor.~~

Two congregational meetings will be held annually on the Tuesday after the first Sunday of May and the Tuesday after the first Sunday of November unless otherwise declared by the Executive Council.

Purpose: Reduce the number of meetings per year to just two. Four was too many.

## **ARTICLE VIII: Conferences**

Encourage a full complement of delegates to the ~~District~~ and General Conferences. Delegates are expected to attend all conference sessions. Full credential fees will be paid by the Church.

Purpose: There is no longer any district organization.

## **Manual of procedure for the ministry concept**

## **IX. MINISTRY OF SERVICE**

### **B. Meetings**

This Ministry should meet at least six (6) times a year, more if when needed. Records should be kept at each meeting. The chairperson is to be responsible for the overall ministry. This Ministry shall work through the congregation, Executive Council, pastor, and Ministry of Stewardship for the funds and facilities necessary for a quality program.

Purpose: Six meetings is usually too many.



I updated the rental building income based on their monthly payments now. (if it is going up next year they could be edited)

I updated the Agape school income based on the Annualized income thus far. You could ask her if this is right if you wanted to.

Missions and Peru income were updated on the annualized income.

Pastor's salary has not been updated (you might want to let them know we are expecting a suggested pastor's salary.)

Extended expense stayed the same. Social Security will be based on the pay package.

I raised Office expense and Stewardship based on last year's expenses.

I raised property insurance a little. (you could look at the policy)

I raised Cleaning for the new agreement.

Electric went up a little.

I raised missions payments to match income.

Mortgage payments budget is what we pay. (We could raise this to closer to the \$69,864 we bring in each month after sales tax)

The needed per week has gone up about \$60.00 over last years budget if we pass this budget.

Jennifer Showalter

# Budget Report 2022

1 Budget for review by Stewardship Ministry

Needed per week 2,915.62

	Jan - Aug '22	% of 2022 Budget	2022 Annualized	2022 Year Budget	PROPOSED 2023 BUDGET
<b>Income</b>					
20 Offering General	97,585	66%	146,378	148,604	151,612
21 Other General					
20-1 Other Income Sources					
20-2 Community Meetings	6,800	59%	10,200	11,500	11,500
20-3 A Office Building 2435 lg	23,735	74%	35,603	32,100	36,125
20-4 B Office Building 2425 sm	9,374	26%	14,062	35,940	38,275
20-5 Agape Academy	26,477	76%	39,716	34,818	40,000
<b>Total 21 Other General</b>	<b>66,386</b>	<b>58%</b>	<b>99,580</b>	<b>114,358</b>	<b>125,900</b>
22 Benevolence					
22-0 Missions	4,809	481%	7,214	1,000	7,000
22-4 Peru Orphanage	1,340	89%	2,010	1,500	2,000
<b>Total 22 Benevolence</b>	<b>6,149</b>	<b>246%</b>	<b>9,224</b>	<b>2,500</b>	<b>9,000</b>
<b>Total Income</b>	<b>170,121</b>	<b>64%</b>	<b>255,181</b>	<b>262,168</b>	<b>286,512</b>
<b>Expense</b>					
01 SR PASTOR					
01-1 Base Salary	28,645	75%	42,967	38,193	38,193
01-2 Housing	18,750	75%	28,125	25,000	25,000
01-4 Health Savings	3,450	75%	5,175	4,600	4,600
01-5 Retirement	3,589	75%	5,383	4,785	4,785
<b>Total 01 SR PASTOR</b>	<b>54,434</b>	<b>75%</b>	<b>81,650</b>	<b>72,578</b>	<b>72,578</b>
03 TEMP HELP					
03-1 O Salary	0		0	0	0
03-2 O Med Insurance	0		0	0	0
03-3 O Med Allowance	0		0	0	0
<b>Total 03 TEMP HELP</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>
04 CUSTODIAN salary					
04a INTERN salary				0	0
05 EXTENDED EXPENSE					
05-1 Mileage/Travel	0	0%	0	500	500
05-2 Conf Exp Pastor	0	0%	0	1,200	1,200
05-3 Conf. Exp Moderator				0	0
05-4 Honorarium	300	33%	450	900	900
05-5 Ministry Expense	0	0%	0	100	100
05-6 Delegate fees	300	100%	450	300	300
05-7 Continuing Ed	0	0%	0	500	500
05-8 Med Insurance	6,546	65%	9,819	10,000	10,000
<b>Total 05 EXTENDED EXPENSE</b>	<b>7,146</b>	<b>53%</b>	<b>10,719</b>	<b>13,500</b>	<b>13,500</b>
06 SOCIAL SECURITY/FBC					
06-1 Sr. Pastor	3,223	67%	4,834	4,834	4,834
06-7 Temp Help				0	0
06-4 Custodian				0	0
06-5 Intern				0	0
<b>Total 06 SOCIAL SECURITY/FBC</b>	<b>3,223</b>	<b>67%</b>	<b>4,834</b>	<b>4,834</b>	<b>4,834</b>
07 OFFICE EXPENSE	917	92%	1,375	1,000	1,500
08 SERVICE	178	30%	267	600	600
08a P o Care Ministries	0	0%	0	500	500
09 PASTORAL CARE	0	0%	0	300	300
10 STEWARDSHIP	511	170%	766	300	800
11 OUTREACH					
11-1 Agape School Lunche:	0	0%	0	2,000	2,000
11-2 O General	6,122	102%	9,183	6,000	10,000
<b>Total 11 OUTREACH</b>	<b>6,122</b>	<b>77%</b>	<b>9,183</b>	<b>8,000</b>	<b>12,000</b>
12 HOSPITALITY	299	50%	448	600	600
13 CONG ENRICHMENT	151	15%	227	1,000	500
14 EDUCATION	332	111%	498	300	600
15 PROPERTY					
15-2 P Insurance	23,052	115%	34,579	20,000	28,000
15-3 Taxes & Assessments	25	1%	37	4,800	5,200
15-7 Cleaning	6,540	84%	9,810	7,800	17,040
15-6 P General	5,941	27%	8,912	22,000	15,000
<b>Total 15 PROPERTY</b>	<b>35,558</b>	<b>65%</b>	<b>53,337</b>	<b>54,600</b>	<b>65,240</b>
16 UTILITIES					
16-1 Water	3,695	62%	5,543	6,000	6,000
16-2 Electricity	10,591	71%	15,886	15,000	16,000
16-3 Telephone	1,617	54%	2,426	3,000	3,000
16-4 Fire Alarm	0	0%	0	260	260
16-5 Waste Services	198	66%	297	300	300
<b>Total 16 UTILITIES</b>	<b>16,101</b>	<b>66%</b>	<b>24,152</b>	<b>24,560</b>	<b>25,560</b>
17 BENEVOLENCES					
17-0 Missions	2,596	100%	3,894		5,400
17-4 Peru Orphanage	4,047	112%	6,071	3,600	3,600
17-1 Deacon Fund	3,800	88%	5,700	4,300	4,300
17-5 National Church	1,500	75%	2,250	2,000	2,000
<b>Total 17 BENEVOLENCES</b>	<b>11,943</b>	<b>121%</b>	<b>17,915</b>	<b>9,900</b>	<b>9,900</b>
18 RENTAL EXPENSE					
18-1 Payments	32,056	66%	48,084	48,360	48,360
18-2 R Insurance	0	0%	0	7,600	7,600
18-3 R Taxes	0	0%	0	12,000	12,000
18-3a R Sales Tax	1,970	50%	2,955	3,930	4,540
18-4 R Maint. & Misc.	6,687	669%	10,031	1,000	5,000
<b>Total 18 RENTAL EXPENSE</b>	<b>40,713</b>	<b>56%</b>	<b>61,070</b>	<b>72,890</b>	<b>77,500</b>
<b>Total Expense</b>	<b>177,627</b>	<b>67%</b>	<b>266,441</b>	<b>265,462</b>	<b>286,512</b>
<b>Net</b>	<b>-7,507</b>		<b>-11,260</b>	<b>0</b>	<b>0</b>