**FUUSM Finance Committee**

**Meeting Notes**

**November 25, 2019, 6:30 p.m., Parlor**

Present: Shari Ballantyne (Guest), George Banziger (Note Taker), Andrea Bone (Treasurer), Margaret Fredericks, Gary Hamilton, Kat Hawbaker (Ex-officio), John Kidd (Chariman), Mike Lang, Gwen Noe

1. Approval of notes of September 23, 2019 meeting; Mike moved, Margaret seconded; approved unanimously.
2. Treasurer’s report
3. **P & L Statement**

**Pledge Income**

Total Plate Contributions 734.37/542.00 192.37 over estimate

 Total Pledge Contributions 13228.16/10438.25 2789.91 over estimate

**Expenses**

**Total Expenses**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 14344.22 |  | 12283.55 |  | 2060.67 |

 Over estimate

**Net Ordinary Income**

1498.18/-828.97 2327.15

**Our insurance was paid during this period which threw our total expenses off. On another month, will balance out.**

**Became aware on Friday that Dominion wants to talk about our rates. Discussed and forwarded to Joe Baker on Sunday/Monday.**

**Roger Kalter asked me why I have not forwarded refugee fund yet. As I did not have my notes with me I was improperly vague. These funds were not forwarded due to instructions on website that I needed to discuss as, if we do this on a long term basis, we would have to guarantee donations. Needed clarification from Roger as to the long term goal of this issue and, if this is a long term goal, we are unprepared, at this time, to accommodate until next year’s budget.**

**Pledges are moving at about the pace I was thinking we would see. I’m thinking the gap will get tighter by the end of January.**

**George has requested that I prepare YTD info as well:**

**From July 1 through October 19, 2019:**

**Total Plate Contributions: 2544.85/2368.00 $266.85 over estimate**

**Total Pledge Contributions: 37,595.19/41,753.00 $4,157.81 under estimate**

**Total Expenses:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 55,524.91 |  | 89,725.62 |  | 34,200.71 |

**Net Ordinary Income: 12,688.97/43,707.30 31,0183.33**

**Again, we need to take into account the retaining wall money that has not been transferred from the trust account yet.**

Copier charge and bookkeeping expenses were double paid; double payment was caused by paying a bill separately that is included in automatic payments. This should be prevented in the future by the list of automatic payments; Steve & Maggie Meyer (financial assistants) will not be given any bills that are included in the list of automatic payments.

1. **Balance sheet**

-“Future year pledges” ($2,000) –Andrea will check on this item—probably for those pledges received before July 1, 2019.

-“Receivable” items will be closed out.

-Discontinuation of Community Meal – What happens to special fund? Board discussed this item, but it was not resolved.

 -Andrea will check on Shopping Gift Card checking Account.

**-**Deficit on stained glass window special fund – waiting on Board decision.

1. Grocery gift cards – Brenda Lisk and her husband, for various reasons, have decided not to participate in grocery card sales. John – risk and trouble of different people doing the sales and the value of the inventory of cards in our possession are not worth the income. John suggests discontinuing grocery card sales December 31, 2019. Andrea will order more cards to get us through December. $1,400 income budgeted annually for this item; inventory – Andrea estimated $650. After some discussion the group agreed to discontinue grocery cards sales December 31, 2019. Geo will send notice to FUUSM-list.
2. Pledge updates to members & friends – will be sent out in December.
3. Pledge Drive 2020 – report of meeting of Oct 21 – GeoB; no response to request from Karen Binkley and Chris Jacobs for help with planning pledge drive, but persons contacted by Karen Binkley were supportive of pledge drive. $125,000 – goal for 2020-2021 recommended by Andrea.
4. Service Auction - $17,043.25 net income, estimated by Shari; $248 cost for the Gathering Place as location.

Shari – is bowing out as service auction coordinator; Christine Thrasher is willing to coordinate next year. Continue with Gathering Place as location. Shari—best date for service auction is first weekend in October. Shari will contact Christina to confirm.

1. Chalice Lighter grant application - GeoB

-Shift from repair and windows and doors on the sanctuary to air conditioning pn this grant application. Major criterion for Chalice Lighter grants is impact on growth in membership. Joe Baker and GeoB agreed that air conditioning would be a better focus for this grant application. Buildings & Grounds agreed.

1. Finance Committee calendar - review

-The only item of significance in our calendar for this period is to identify a date and coordinator for the Yard Sale. This will be done at our January meeting.

 9. Other business

New safe – John; Clutter Committee will clear out closet next to Chris’ office; Darryl Ting will be informed by John to go ahead and build the base for the new safe in the far end of this closet. .

 **Next scheduled meeting: December 16, 2019 (6:30 in the Parlor)**

 Adjournment at 7:18 p.m.