# Charter Oak Church Church Council Minutes

November 16, 2023 - Council Meeting

**Council Members**: Nathan Anderson, Cindy Carasia, Erin Irons, Christina McCaffrey, Adam Pardee, Brian Quinn, Garth Shaner, Autumn Vinopal, Nick Watson, Chris Whitehead, Jason Halfhill (Ex-Officio), Ty Holler (Ex-Officio)

Absent: None

**Guest Attendance:** None

Prayer: Nathan Anderson

### **Review the October 2023 Meeting Minutes**

- MOTION by Cindy Carasia to accept the October Council Meeting Minutes.
  - Motion 2<sup>nd</sup> by Erin Irons.
  - Motion ACCEPTED.

#### **Old Business**

- Capital Improvements (Jason Halfhill)
  - See the attached document titled Frye Farm HVAV Equipment List Report 11-16-23.
  - Discussion ensued on the Frye Farm Campus HVAC Scores and a potential five-year replacement plan to replace each unit.
- Crossroads Building Project (Jason Halfhill)
  - The Crossroad's building team has met with Morton. The full project cost breakdown will be available at the December Church Council meeting.
- Search Firm for Hiring Campus Pastor (Chris Whitehead)
  - MOTION by Chris Whitehead to contract with Slingshot as the search firm in the Campus Pastor Search, with funding up to \$23,500.
    - Motion 2<sup>nd</sup> by Garth Shaner.
    - Motion ACCEPTED (9-1).
- Capital Campaign (Chris Whitehead)
  - Discussion ensued on the proposed framework of the church wide capital campaign.
  - An official Charge Conference request will need to be voted on and submitted to the
     Global Methodist Church Presiding Elder prior to an official launch of a capital campaign.

### **Finance Report: Christina McCaffrey**

See the attached document titled Treasurer Report 11-16-23.

### **Comments from Visitors**

None.

# **Charter Oak Church Church Council Minutes**

November 16, 2023 - Council Meeting

## **New Business**

- New Church Council Member Recommendations and Process
  - The following individuals have been recommended by the Church Council sub-team to join Church Council in 2024: Kris Hobaugh, Jordan Morran, Amanda Polinsky, and Larry Rybacki.
  - The recommendation will be communicated publicly at all campuses on December 3<sup>rd</sup> with the vote being held at the December 21<sup>st</sup> Church Council meeting.

### **Executive Session**

• Church Council went into Executive Session.

## **Next Church Council Meeting**

- December 21, 2023 (Frye Farm Campus)
  - o Start Time 7:00 PM

Respectfully Submitted, Ty Holler November 16, 2023

**Replacement Plan Timeline** 

								керіас	ement Plan	rimeiine		
	<u>Cost</u>	to replace		<u>Unit</u>								
<u>Equipment</u>	<u>e</u>	<u>stimate</u>	<b>Tonnage</b>	Condition 1-10	<b>Heating/Cooling Zone</b>	<u>2024</u>	<u>2025</u>	<u> 2026</u>	<u> 2027</u>	<u> 2028</u>	<u> 2029</u>	<u>2030</u>
Rooftop Unit S6	\$	7,000	4-ton	6	Chapel							
Rooftop Unit S2	\$	14,000	10-ton	6	FF Offices							
Rooftop Unit S5	\$	14,000	10-ton	6	CCA/Nursery/Choir							
Rooftop Unit S4	\$	24,500	17.5-ton	6	Connect/Common							
Rooftop Unit S3	\$	28,000	20-ton	6	All Hallways up/down							
Back of building S1	\$	35,500	27.5-ton	6	Worship Center							
Make-up Air Unit S7	\$	7,000		5	Kitchen							
Split System Cooling S7	\$	6,000	3-ton	7	Kitchen							
Split System Cooling S7	\$	6,000	3-ton	7	Kitchen							
Split System Cooling S7	\$	7,500	7.5-ton	7	113/115							
5 - 20 Ton Convertible Air Handler	\$	8,000	7.5-ton	7	CS Offices							
5 - 20 Ton Convertible Air Handler	\$	8,000	7.5-ton	7	226/Student Center							
Heat Recovery Unit	\$	7,000		6	Supplemental Unit							
Unit Heater	\$	3,500		6	Supplemental Unit							
Unit Heater	\$	3,500		6	Supplemental Unit							
Control panel replacement	\$	30,000		Notes: *We are still wor	king on an estimate for install	lation costs						
Equipment Replacement Total	\$	209,500			is 1 (poor) to 10 (best)							

#### Treasurer's Notes: OCTOBER '23

Totals

\*\* Numbers are based on a Revenue Budget of \$2,268,730.92, and an Expense Budget of \$2,115,124.20

3 MONTHS

				ENDED
Revenue	Aug-23	Sep-23	Oct-23	10/31/23
Frye Farm	123,734	130,488	165,835	420,057
Central Services	-	-		-
Crossroads	20,540	19,855	26,386	66,781
Jeannette	7,866	8,066	12,075	28,007
Mt Pleasant / Scottdale	11,123	9,514	12,545	33,182
Totals	163,263	167,923	216,841	548,027
2022	166,989	155,242	171,893	494,124

% of Budget Bdgt. 2,268,731 24% 494,124 Note>3/12=

3 MONTHS ENDED

Expenses	Aug-23	Sep-23	Oct-23	10/31/23
Frye Farm	96,759	125,533	113,097	335,389
Central Services	24,758	24,925	15,699	65,382
Crossroads	23,986	26,249	30,588	80,823
Jeannette	10,357	12,729	16,324	39,410
Mt Pleasant / Scottdale	8,039	8,998	8,396	25,433
Totals	163,899	198,434	184,104	546,437

170,190

80,823		
39,410		% of
25,433	Budget	Bdgt.
546,437	2,115,124	26%
518,348	Note>3/12=	25%

3 MONTHS

180,825

167,333

ENDED

	Aug-23	Sep-23	Oct-23	10/31/23
Unadjusted Net Income	(636)	(30,511)	32,737	1,590
Mortgage Principle	(10,117)	(1,744)	(11,462)	(23,323)
Adjusted Total Profit / (Loss)	(10,753)	(32,255)	21,275	(21,733)
2022 Unadjusted Net Income	(3.201)	(12.091)	(8,932)	(24,224)

2022

Weekly Giving Averages	Jan		Feb	Mar	Apr	May		June	July		August	September	October	November	December	Weekly Avg/Mo	Comparative 10 Month Avg/Wk
2018	\$ 35	,203	\$ 36,678	\$ 35,639	\$ 34,989	\$ 42,	113 \$	34,156	\$ 33,75	9 \$	33,841	\$ 33,272	\$ 32,704	\$ 35,460	\$ 47,572	\$ 36,282	\$ 35,235
2019	\$ 31	,660	\$ 38,897	\$ 35,554	\$ 39,001	\$ 33,	715 \$	37,571	\$ 39,38	4 \$	39,310	\$ 37,234	\$ 40,726	\$ 37,572	\$ 68,187	\$ 39,901	\$ 37,305
2020	\$ 45	,642	\$ 41,291	\$ 38,366	\$ 40,953	\$ 35,9	954 \$	34,941	\$ 36,64	8 \$	34,319	\$ 35,950	\$ 34,558	\$ 39,526	\$ 68,296	\$ 40,537	\$ 37,862
2021	\$ 30	,939	\$ 40,883	\$ 40,102	\$ 39,476	\$ 32,	706 \$	43,226	\$ 34,84	8 \$	45,218	\$ 39,826	\$ 35,647	\$ 40,549	\$ 69,003	\$ 41,035	\$ 38,287
2022	\$ 30	,953	\$ 44,876	\$ 45,915	\$ 38,804	\$ 35,4	149 \$	37,142	\$ 35,53	2 \$	41,748	\$ 38,811	\$ 34,379	\$ 39,682	\$ 60,762	\$ 40,338	\$ 38,361
2023	\$ 37	,125	\$ 41,325	\$ 59,924	\$ 42,816	\$ 44,0	036 \$	39,578	\$ 45,33	9 \$	32,653	\$ 41,980	\$ 43,368			\$ 42,814	\$ 42,814
w=# of weeks	'21,'22,'23=5w			'19,'20 = 5w	"23=5w	'20, '21, '22 = 5w	'19	= 5w	'18, '22, '23 = 5w	'20	), '21 = 5w	'19 = 5w	'21, '22, '23 = 5w	'20 = 5w	'19 = 5w		

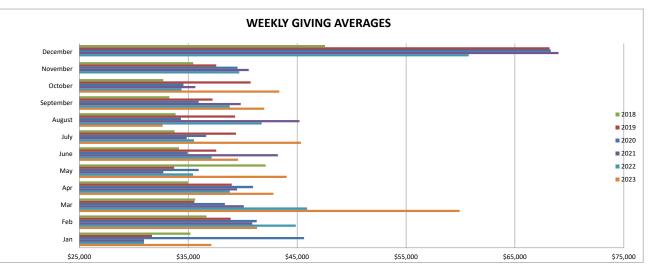
<u>Available Cash</u>	
Total Bank Accounts	\$ 1,259,836
Outstanding Payables	(3,121)
Payroll Liabilities	(15,534)
Reserve Commitments	 (879,564)
Unrestricted Cash	\$ 361,617

Crossroads Future Start Up

Strengthening Our Future

Reserve for Capital Improvement





1. Strengthening Our Future giving (NOT part of the budget)

2023

\$2,250

\$18,080

\$38,831

strengthening our ruture giving (NOT part	. or the budget	.):										
	August	September	October	November	December	January	February	March	April	May	June	July
2022	\$9,395	\$12,216	\$27,581	\$24,960	\$59,372	\$11,574	\$9,258	\$7,454	\$8,777	\$7,547	\$4,250	\$6,523