

Charter Oak Church

Church Council Minutes

May 26, 2022 – Council Meeting

Council Members: Nathan Anderson, Cindy Carasia, Rich Hoffman, Keith Impink, Erin Irons, David Leuthold, Christina McCaffrey, Adam Pardee, Brian Quinn, Garth Shaner, Nick Watson, Chris Whitehead, Tom Beagan (Ex Officio)

Absent: Keith Impink, David Leuthold

Guest Attendance: Autumn Vinopal, Naomi Rymer, Bob Rymer, Mike Palko

Prayer – Rich Hoffman

Bible Study – Chris Whitehead

- Book Study: *The Great Evangelical Recession* by John S. Dickerson.
 - Discussion ensued on *Chapter 8*.
- Please read *Chapter 3* for the June Church Council Meeting.

Review the April 2022 Meeting Minutes

- **MOTION** by Garth Shaner to accept the April Council Meeting Minutes.
 - Motion 2nd by Brian Quinn.
 - Motion ACCEPTED.

Old Business

- Denomination Subcommittee Team
 - Nathan Anderson reported on the “Crisis in Our Denomination” presentation that was held on Sunday, May 22, 2022, at the Frye Farm Campus.
 - The next presentation dates will be as follows:
 - Sunday, July 10, 2022 – Jeannette Campus.
 - Sunday, July 17, 2022 – Crossroads Campus.
 - Sunday, July 24, 2022 – Mount Pleasant / Scottsdale Campus.
 - Tuesday, August 9, 2022 – Frye Farm Campus.
 - Nathan Anderson discussed the updated Disaffiliation Timeline.
- New Location for the Crossroads Campus
 - The search for a new location and building is still ongoing.
- Capital Improvements
 - The Frye Farm deck membrane is still under warranty, and the company will be coming to the Frye Farm Campus to assess the work that needs to be done.
 - The Jeannette retaining wall is on scheduled to be replaced over the upcoming months.
 - See the attached document titled **Frye Farm Roof Report 5-26-22**.
 - The work on the roof, once approved, will be starting in a month’s time.
 - **MOTION** by Christina McCaffrey to approve up to \$35,000 to replace the retaining wall at the Jeannette Campus and up to \$160,000 to replace the Frye Farm Campus Roof for

Charter Oak Church Church Council Minutes

May 26, 2022 – Council Meeting

a total of up to \$195,000 for both capital improvements. The funding sources, in respective draw order, should be:

- 1st – The entire balance in the Parsonage Fund Reserve (As of April 30, 2022: \$38,171.42).
- 2nd – The entire unrestricted portion of the Reserve – Branching Out (As of April 30, 2022: \$21,659).
- 3rd – The remaining balance needed should be drawn from the Reserve for Future Growth (As of April 30, 2022: \$163,166.33).
 - Motion 2nd by Adam Pardee.
 - Motion ACCEPTED.

Finance Report – Christina McCaffrey

- See the attached document titled **Treasurer Report 5-26-22**.

Memorial Garden Report – Keith Impink

- See the attached document titled **Memorial Garden Report 5-26-22**.

Comments from Visitors

- None.

New Business

- Draft August 2022 – July 2023 Budget
 - Tom Beagan presented on a drafted budget and asked the Church Council members for their feedback on any additions and/or changes.
 - The full monetary amount of the Connectional Apportionment is included in the budget.
- Cost of Living Staff Bonuses
 - **MOTION** by Chris Whitehead to provide all current salaried staff of Charter Oak Church with a bonus payment equal to 3% of their individual base salaries to be paid on the next payroll, June 15th, 2022, and \$50 gift cards to all current nursery and facility care workers. The total for all proposed shall not exceed \$24,000. This will be covered in the General Fund Expenses.
 - Motion 2nd by Adam Pardee.
 - Motion ACCEPTED.

Executive Session

- Church Council went into Executive Session.

Charter Oak Church Church Council Minutes

May 26, 2022 – Council Meeting

Next Church Council Meeting

- June 23, 2022 (Frye Farm Campus)
 - Start Time 7:00 PM
 - Finalize the August 2022 – July 2023 Budget

Respectfully Submitted,
Ty Holler
May 26, 2022

DRAFT

CHARTER OAK CHURCH - ROOF REPLACEMENT

ROOFING

	BURNS AND SCALO	JMK	WHALEN	WESTMORELAND	
REMOVE AND DISPOSE OF EXISTING SHINGLES	INCLUDED	INCLUDED	INCLUDED		
ICE & WATER SHIELD - EAVES, VENT STACKS, VALLEYS, ROOFS 4:12 AND LOWER	INCLUDED	INCLUDED	INCLUDED		
SYNTHETIC FELT UNDERLAYMENT ON < 5:12	INCLUDED	INCLUDED	INCLUDED		
ALUMINUM DRIP EDGE FLASHING ON RAKE EDGES	INCLUDED	INCLUDED	INCLUDED		
NEW PIPE BOOTS AND FLASHING	INCLUDED	INCLUDED	INCLUDED		
NEW RIDGE VENTS	INCLUDED	INCLUDED	INCLUDED		
NEW HIP AND RIDGE CAPS	INCLUDED	INCLUDED	INCLUDED		
COST PER SHEET FOR PLYWOOD	T&M	\$3/SQFT or \$96/SHEET	\$6/SQFT or \$192/SHEET		
WARRANTY	5 YR WORKMANSHIP 10 YR MANUFACTURER	10 YR LABOR 20 YR MANUFACTURER	10 YR LABOR 20 YR MANUFACTURER	2 YR LABOR	
			METAL ROOF \$632,505.00		
ALTERNATES	LANDMARK PRO \$18,535.00	METAL ROOF \$565,500.00	METAL SHINGLES \$434,277.00		
TOTAL BID:	\$198,684.00	\$143,500.00	\$197,775.00	METAL SCREW DOWN \$126,000.00	

Treasurer's Notes: APRIL '22

** Numbers are based on a Revenue Budget of \$2,123,280, and an Expense Budget of \$2,293,180 (\$2,298,984, less \$5,804, charged to reserves)

Revenue	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	FYE 7/31/22	Budget	% of Bdgt.
Frye Farm	\$ 139,768	\$ 124,628	\$ 135,788	\$ 123,270	\$ 210,433	\$ 105,447	\$ 132,622	\$ 135,360	\$ 118,442	\$ 1,225,758		
Central Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Crossroads	\$ 23,804	\$ 19,651	\$ 26,448	\$ 24,682	\$ 39,393	\$ 20,216	\$ 27,642	\$ 25,650	\$ 21,889	\$ 229,374		
Jeannette	\$ 8,154	\$ 5,565	\$ 6,832	\$ 6,263	\$ 13,480	\$ 24,544	\$ 10,568	\$ 10,793	\$ 9,045	\$ 95,243		
Mt Pleasant / Scottsdale	\$ 9,147	\$ 9,461	\$ 9,267	\$ 7,980	\$ 12,604	\$ 4,556	\$ 8,674	\$ 11,887	\$ 5,839	\$ 79,416		
Totals	\$ 180,873	\$ 159,305	\$ 178,335	\$ 162,195	\$ 275,910	\$ 154,763	\$ 179,505	\$ 183,690	\$ 155,215	\$ 1,629,791	\$ 1,592,460	102%
2020/2021	\$ 171,595	\$ 143,799	\$ 138,233	\$ 197,630	\$ 273,184	\$ 154,693	\$ 163,534	\$ 160,409	\$ 157,903	\$ 1,560,979		

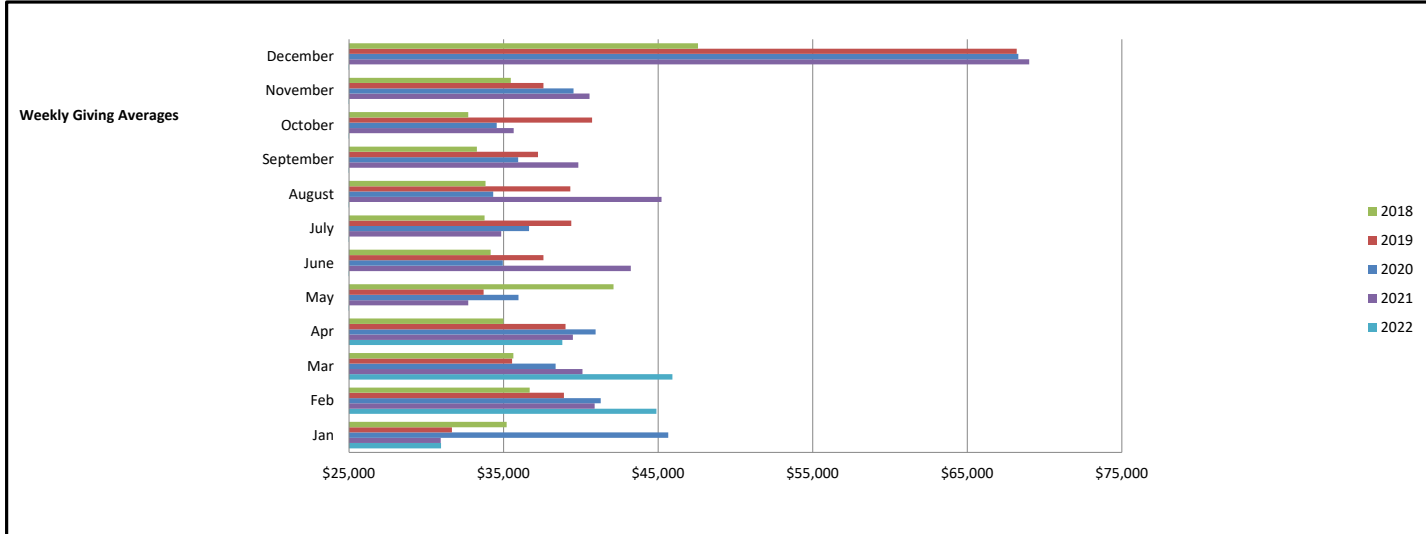
Expenses	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	FYE 7/31/22	Budget	% of Bdgt.
Frye Farm	\$ 102,529	\$ 108,535	\$ 119,802	\$ 123,330	\$ 145,465	\$ 104,207	\$ 132,746	\$ 123,166	\$ 120,780	\$ 1,080,558		
Central Services	\$ 1,183	\$ 8,603	\$ 11,499	\$ 4,733	\$ (16,771)	\$ 8,515	\$ 2,370	\$ 4,974	\$ 8,547	\$ 33,652		
Crossroads	\$ 22,256	\$ 21,457	\$ 24,567	\$ 23,804	\$ 26,982	\$ 23,974	\$ 30,463	\$ 24,220	\$ 21,370	\$ 219,093		
Jeannette	\$ 11,521	\$ 10,713	\$ 10,913	\$ 11,779	\$ 11,237	\$ 11,699	\$ 14,226	\$ 13,314	\$ 12,322	\$ 107,725		
Mt Pleasant / Scottsdale	\$ 2,904	\$ 5,056	\$ 2,633	\$ 5,301	\$ 10,883	\$ 8,374	\$ 8,221	\$ 8,332	\$ 9,132	\$ 60,836		
Totals	\$ 140,394	\$ 154,363	\$ 169,414	\$ 168,946	\$ 177,795	\$ 156,769	\$ 188,025	\$ 174,006	\$ 172,151	\$ 1,501,864	\$ 1,723,521	87%
2020/2021	\$ 156,091	\$ 171,793	\$ 167,862	\$ 165,596	\$ 172,232	\$ 173,644	\$ 168,999	\$ 181,419	\$ 159,703	\$ 1,517,340		

	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	FYE 7/31/22
Unadjusted Net Income	\$ 40,479	\$ 4,942	\$ 8,921	\$ (6,751)	\$ 98,114	\$ (2,006)	\$ (8,520)	\$ 9,684	\$ (16,936)	\$ 127,927
Mortgage Principle	\$ (9,247)	\$ (9,282)	\$ (9,317)	\$ (9,352)	\$ (9,387)	\$ (9,422)	\$ (9,457)	\$ (9,493)	\$ (9,528)	\$ (84,484)
Adjusted Total Profit / (Loss)	\$ 31,232	\$ (4,340)	\$ (396)	\$ (16,103)	\$ 88,728	\$ (11,428)	\$ (17,977)	\$ 191	\$ (26,464)	\$ 43,443
2020/2021 Unadjusted Net Income	\$ 15,503	\$ (27,995)	\$ (29,630)	\$ 32,034	\$ 100,952	\$ (18,951)	\$ (5,465)	\$ (21,010)	\$ (1,800)	\$ 43,639

Weekly Giving Averages	Jan	Feb	Mar	Apr	May	June	July	August	September	October	November	December	Total Avg/Mo
2018	\$ 35,203	\$ 36,678	\$ 35,639	\$ 34,989	\$ 42,113	\$ 34,156	\$ 33,759	\$ 33,841	\$ 33,272	\$ 32,704	\$ 35,460	\$ 47,572	\$ 36,282
2019	\$ 31,660	\$ 38,897	\$ 35,554	\$ 39,001	\$ 33,715	\$ 37,571	\$ 39,384	\$ 39,310	\$ 37,234	\$ 40,726	\$ 37,572	\$ 68,187	\$ 39,901
2020	\$ 45,642	\$ 41,291	\$ 38,366	\$ 40,953	\$ 35,954	\$ 34,941	\$ 36,648	\$ 34,319	\$ 35,950	\$ 34,558	\$ 39,526	\$ 68,296	\$ 40,537
2021	\$ 30,939	\$ 40,883	\$ 40,102	\$ 39,476	\$ 32,706	\$ 43,226	\$ 34,848	\$ 45,218	\$ 39,826	\$ 35,647	\$ 40,549	\$ 69,003	\$ 41,035
2022	\$ 30,953	\$ 44,876	\$ 45,915	\$ 38,804									\$ 40,137
w=# of weeks	'21=5w; '22=5w		'19=5w; '20=5w		'20=5w; '21=5w	'19=5w		'20=5w; '21=5w	'19=5w	'21=5w	'20=5w	'19=5w	

Available Cash	
Total Cash on Hand	\$ 1,452,697
Hennon Fund	\$ (2,787)
Memorial Garden Fund	\$ (20,326)
Reserve Commitments	\$ (747,655)
Strengthening Our Future	\$ 274,288
Reserve for Future Growth	\$ 163,166
Outstanding Payables	\$ (81,543)
Payroll Related & Pens. HSA Liability	\$ (18,478)
Available Cash (see note 3)	\$ 1,019,362

E-Newsletter Calculation	
FYE 7/31/22	
Revenue	
From P&L	\$ 1,629,791
Expenses	
From P&L	\$ 1,501,864
Mortgage Principle	\$ 84,484
	\$ 1,586,348
Net Income	\$ 43,443



Notes:

1. May 2022 (3 of 5 Weeks) - General Fund: \$116,031; SOF: \$8,703
2. The FYE 7/31/22 budget requires draws of: \$48,000 from Strengthening Our Future and \$5,804 from Branching Out.
3. In December '21, Council approved capital repairs totalling \$183,000. Funding will be drawn from the following reserves: Parsonage Fund Reserve, Branching Out & Reserve for Future Growth
The repairs have not been completed as of this report. The updated anticipated cost is now up to \$260,000.

MEMORIAL GARDEN UPDATE FOR CHURCH COUNCIL – 5/26/22

While our committee hasn't met since April, we do have several items to report:

- 1 The new Memorial Garden video was shown at Frye Farm on Sunday May 15th. Members of the Trustees were available before and after each service to answer any questions that the congregation may have had. We had 2 inquiries that Sunday and another one this past Sunday.
- 2 Jim Manzini is in the process of reaching out to the 3 people that were interested in utilizing the new payment plan.
- 3 Bo Schaffer finished the staining and sealing of the concrete along with repairing the damage that the snow plow made this past winter.
- 4 The 2 Memorial Benches were installed this past Thursday.



- 5 The landscaping by Country Farms should start within a week or so and will be completed in a week's time.
- 6 Some of the lighting has been done at the Garden. I believe we will still need to add something to the existing light poles near the area. This is still being evaluated.
- 7 We are still reviewing the thought of placing a wind chime at the site.

Next Meeting – Once most of Landscaping is Completed