

Charter Oak Church

Church Council Meeting Minutes

August 20, 2026 – Council Meeting

Council Members: Bob Carter, Wendell Davis, Duane Goodsell, Ben Little, Steve Manges, Jordan Morran, Adam Pardee, Amanda Polinsky, Brian Quinn, Larry Rybacki, Garth Shaner, Autumn Vinopal, Chris Whitehead, Jason Halfhill (Ex-Officio), Kristi Fellers (Ex-Officio)

Absent: Garth Shaner

Guest Attendance: Robert and Donna

Prayer: Bob Carter

Review the July 2026 Meeting Minutes

- **MOTION** by Bob Carter to accept the July Church Council Meeting Minutes with edits as discussed.
 - Motion 2nd by Duane Carter.
 - Motion ACCEPTED (12-0-0).

Finance Report: Larry Rybacki

- See the attached documents titled **Treasurer Report 08-20-26** and **Treasurer Report Summary Notes 08-20-26**
 - Larry gave praise to God for the way that He is providing for our church through the generosity of the people of Charter Oak Church.
 - Church Council Members agreed that the current formats for the Treasurer Report and Treasurer Report Summary will be continued in the next fiscal year.
 - Church Council Members discussed various aspects of July giving and expenses.
 - Charter Oak Church concluded FY 25-26 in a strong financial position. Revenue increased approximately 16% year-over-year, while expenses increased less than 4%. This provides a solid financial foundation for the coming year.

Old Business

- Open Items
 - Directed Giving Initiative
 - Details of the Directed Giving Initiative are in progress.
- Executive Director Report (Jason Halfhill)
 - Jason gave praise to Duane Goodsell, who was able to negotiate with the sewage provider to remove \$30K of expense, which was due to a water leak in the pit at the Frye Farm Campus.
 - MidTown Plaza/Greensburg Campus Loan Update: We have secured a loan with a church-specific lender after working through the loan process with several lenders. This lender offered the lowest interest rate of the two finalists. We expect to receive term details from an additional church-specific lender within the next week, and then a comparison and final decision will be made.
 - Church Council Members discussed loan interest rates and banking details.

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- New Givers to Charter Oak Church – Fiscal Year August – July
 - 2024-2025 – 92 new givers (\$68,415)
 - 2025-2026 – 106 new givers (\$87,350)
 - New givers increased 15%
 - Giving amount increased 28%
- Charter Oak Church Institute will be holding a seminar called “Covenant: Exploring God’s Plan of Redemption” on Saturday, September 12th from 8:30-11:00AM. This seminar will provide an in-depth study of the five major covenants God makes in the Old Testament with Adam, Noah, Abraham, Moses and David. By studying the theological themes of these covenants, you will full understand that Old Testament narrative and its vital theological connection to the New Testament – The New Covenant.
- Small Group Experience will begin in September and will run for 3 weeks across all campuses:
 - FF – starting Tuesday, September 15 from 6:30-8:00PM
 - CR – starting Thursday, September 17 from 6:30-8:00PM
 - JN – starting Tuesday, September 15 from 6:00-7:30PM
 - MPS – starting Tuesday, September 15 from 6:30-8:00PM
- FF Student Ministry will be holding their Fall Kickoff event at Statler’s Fun Center on Sunday, September 13 with Grades 6 through 8 at 5:00PM and Grades 9 through 12 at 6:30PM.
- MPS Student Ministry fall kickoff, “Unleashed,” will be held Saturday, September 19 from 2:00-9:00PM. The day will consist of bowling, dinner, and team-building games.

Questions/Comments from Visitors

- None

New Business

- Business - Capital Improvement Report; Future Church Council Members Discussion
 - Capital Improvement Report
 - The fire alarm system at the Frye Farm Campus is outdated and in need of replacement. Quotes have been obtained. Replacing the entire system is estimated to be approximately \$25K. An additional quote is expected in the near future.
 - The main water line pit needs repair. We have received a quote for a monitoring system and repair of the pit, including installation of an automatic shutoff. The repair costs are approximately \$33K.
 - There have been renovations at the Jeannette Campus, including relocation of the nursery space.
 - The lighting panel has been upgraded at the Frye Farm Campus.

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- Parking lot renovations at the MidTown Plaza have begun and may potentially be completed in the next week, weather permitting.
 - The roof replacement has not yet begun at the MidTown Plaza.
- Elect Search Team Members
 - The Church Council Search Process was rewritten to be in alignment with our church bylaws and the GMC Book of Doctrine and Discipline. This process was distributed to Church Council Members.
 - Amanda Polinsky requested that Church Council Members be made aware of all applicants, not just candidates who have moved forward in the process.
 - Church Council Members discussed components of the application.
 - **MOTION** by Chris Whitehead to approve Adam Pardee, Steve Manges, Jordan Morran, and Kris Hobaugh to serve as members of the Search Team to select the candidates for the Church Council Class of 2030.
 - Motion 2nd by Brian Quinn.
 - Motion APPROVED (11*-0-0).
- Robert and Donna Update
 - Robert and Donna gave an update on the work they are doing in Southeast Asia.
- FY 25/26 Surplus Discussion
 - The FY 25/26 net operating revenue is \$403,866. Removing the mortgage principal payments, that leaves us with a FY 25/26 surplus of \$292,179.
 - The Finance SubTeam recommends the following distribution of the surplus:
 - \$100K to Frye Farm Capital Improvement for HVAC replacement
 - \$50K to MPS for campus seed money
 - \$50K to JN for renovations
 - That leaves \$92,179 of unrestricted cash left over. This can either be designated or remain in unrestricted cash until future needs arise.
 - The conversation will continue next month.
- Minimum Unrestricted Cash on Hand (Percentage of Operating Expense)
 - In 2021, the minimum amount of unrestricted cash to keep on hand was set at \$350K.
 - Recently, the Finance SubTeam discussed this value and had varying opinions on the minimum amount moving forward.
 - Church Council Members discussed options related to the minimum amount of unrestricted cash to keep on hand.
 - It was suggested to consider tracking the amount of unrestricted cash according to days on hand rather than percentage.
 - The conversation will continue next month.

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Open Items for Next Month's Meeting

- Directed Giving Initiative
- FY 25/26 Surplus Discussion
 - Campus Improvement Items
 - Ministry Area Ideas
- Minimum Unrestricted Cash on Hand (Percentage of Operating Expense)

Executive Session

- Church Council went into Executive Session.

Next Church Council Meeting

- Thursday, September 17, 2026

Respectfully Submitted,
Kristi Fellers
August 20, 2026

Treasurer's Notes: Jul '26

** Numbers are based on a Revenue Budget of \$2,711,103, and an Expense Budget of \$2,590,854

12 MONTHS													Budget
Revenue	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	
ENDED 07/31/26													Budget
Frye Farm	165,517	155,136	268,980	198,655	231,004	139,212	168,067	201,236	155,110	233,903	144,192	142,021	
Central Services	-	-	-	-	-	-	-	1,406	1,406	1,406	-	-	4,219
Expansion	983	-	408	359	104	-	690	461	153	1,429	-	-	4,587
Crossroads	31,423	24,257	22,744	27,576	49,163	24,183	32,987	36,527	29,630	31,615	27,152	31,401	368,658
Jeannette	10,936	26,063	10,181	12,596	14,365	11,591	10,813	22,084	12,464	15,269	10,751	9,544	166,657
Mt Pleasant / Scottdale	15,172	10,381	10,388	14,032	11,090	9,358	10,668	12,399	9,939	13,303	10,769	11,297	138,795
Totals	224,031	215,837	312,701	253,218	305,726	184,343	223,225	274,113	208,702	296,925	192,864	194,263	2,885,949
2024/2025	165,873	207,236	181,720	186,195	267,600	217,534	191,964	258,273	188,099	198,592	235,853	191,829	2,490,768

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12 MONTHS													Budget
Expenses	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	
ENDED 07/31/26													Budget
Frye Farm	103,532	115,677	141,111	139,733	143,181	113,484	121,843	201,492	114,689	125,891	99,691	134,810	1,555,134
Central Services	20,326	30,341	7,478	19,138	13,221	35,584	26,792	20,141	29,419	11,806	30,260	50,371	294,877
Expansion	983	-	408	359	104	0	690	461	153	1,429	-	-	4,587
Crossroads	29,518	28,134	28,276	29,365	34,739	28,197	35,903	34,037	30,980	29,837	29,763	35,351	374,100
Jeannette	12,432	15,436	14,341	14,135	15,214	14,672	17,524	16,140	15,669	14,137	14,057	17,940	181,698
Mt Pleasant / Scottdale	5,026	5,277	6,761	5,219	5,421	5,490	7,127	6,568	5,935	5,802	5,940	7,036	71,602
Totals	171,817	194,865	198,375	207,949	211,880	197,426	209,879	278,839	196,845	188,902	179,711	245,509	2,481,998
2024/2025	185,306	182,865	186,552	194,300	173,651	209,565	195,280	253,238	208,584	189,632	199,019	222,116	2,400,108

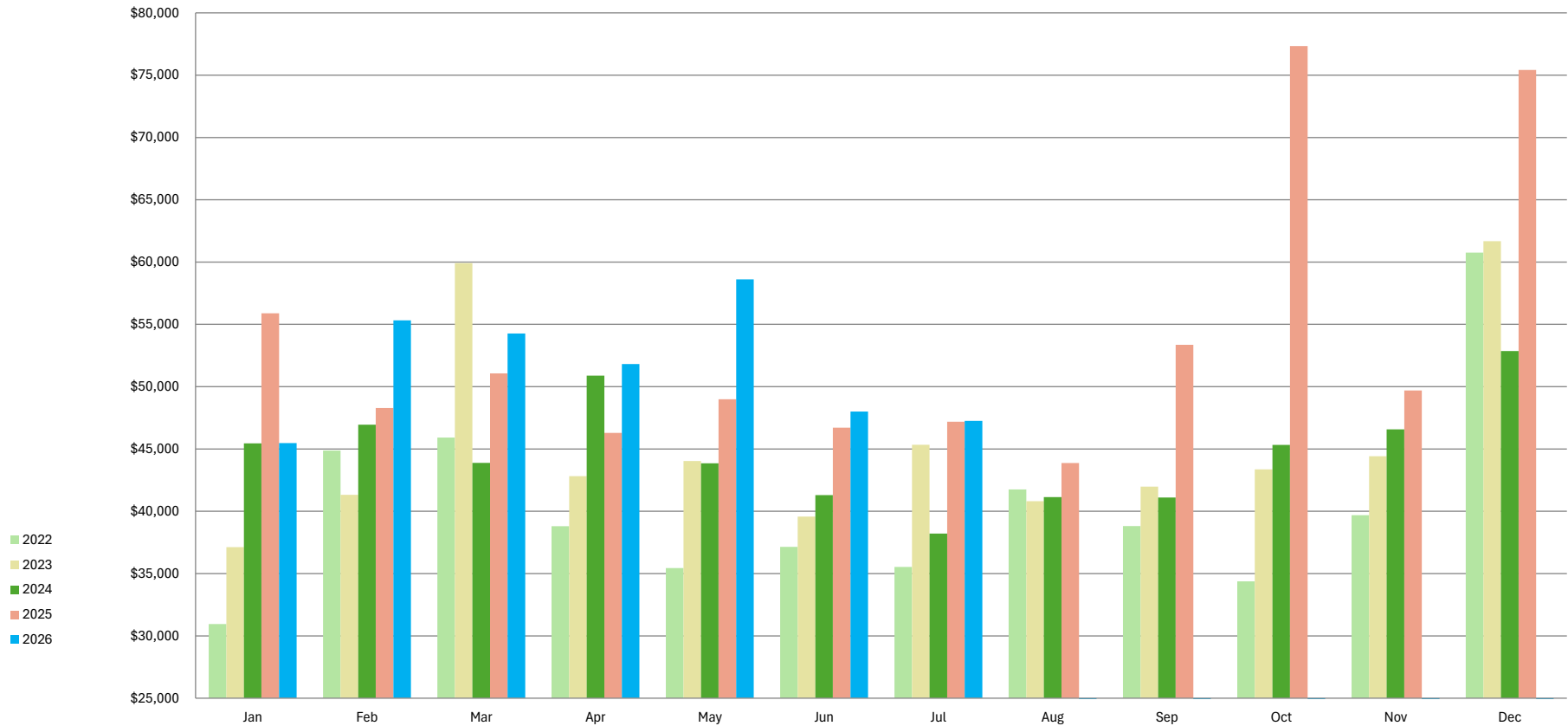
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12 MONTHS													Budget
	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	
ENDED 07/31/26													Budget
Unadjusted Net Income	52,214	20,972	114,326	45,269	93,846	(13,083)	13,346	(4,726)	11,857	108,023	13,153	(51,246)	403,952
Mortgage Principal	(8,956)	(9,004)	(9,248)	(9,101)	(9,101)	(9,101)	(9,247)	(9,868)	(9,348)	(9,585)	(9,448)	(9,680)	(111,687)
Adjusted Total Profit / (Loss)	43,258	11,968	105,078	36,168	84,745	(22,183)	4,099	(14,594)	2,509	98,438	3,705	(60,927)	292,265
2024/2025 Unadjusted Net Income	(19,433)	24,371	(4,832)	(8,105)	93,949	7,969	(3,316)	5,035	(20,485)	8,960	36,834	(30,287)	90,660

Available Cash	Jul-26	Jun-26	
Total Bank Accounts	1,332,803	1,455,154	(122,351)
Outstanding Payables / Prepaids	8,612	10,548	1,936
Payroll Liabilities	(27,237)	(25,120)	2,117
Reserve Commitments	(839,411)	(921,467)	(82,056)
Unrestricted Cash	\$ 474,767	\$ 519,115	\$ (44,348)

Balances of Select Reserve Accounts:	Jul-26	Jun-26	
Crossroads Future Start Up	163,317	211,527	(48,210)
Reserve for Capital Improvement	204,421	217,457	(13,036)
Strengthening Our Future	164,774	179,589	(14,815)
COC Holdings LLC Operating Account	14,953	880	14,073
Reserve Capital Campaign	-	-	-

WEEKLY GIVING AVERAGES



Weekly Giving Averages		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Weekly Avg/Mo
2022	\$	30,953	\$ 44,876	\$ 45,915	\$ 38,804	\$ 35,449	\$ 37,142	\$ 35,532	\$ 41,748	\$ 38,811	\$ 34,379	\$ 39,682	\$ 60,762	\$ 40,338
2023	\$	37,125	\$ 41,325	\$ 59,924	\$ 42,816	\$ 44,036	\$ 39,578	\$ 45,339	\$ 40,816	\$ 41,980	\$ 43,368	\$ 44,415	\$ 61,679	\$ 45,200
2024	\$	45,450	\$ 46,953	\$ 43,891	\$ 50,883	\$ 43,857	\$ 41,296	\$ 38,216	\$ 41,142	\$ 41,107	\$ 45,324	\$ 46,573	\$ 52,860	\$ 44,796
2025	\$	55,892	\$ 48,285	\$ 51,064	\$ 46,289	\$ 48,993	\$ 46,715	\$ 47,192	\$ 43,869	\$ 53,363	\$ 77,341	\$ 49,700	\$ 75,419	\$ 53,677
2026	\$	45,472	\$ 55,318	\$ 54,268	\$ 51,812	\$ 58,613	\$ 47,999	\$ 47,260						\$ 51,534
w=# of weeks		'23=5w		'24, '25, 26 = 5w	'23=5w	'22, 26 = 5w	'24, '25 = 5w	'23 = 5w	'25, 26 = 5w	24 = 5w	'23 = 5w	'25, 26 = 5w	'24= 5w	