

Charter Oak Church Church Council Minutes

November 18, 2021 – Council Meeting

Council Members: Nathan Anderson, Cindy Carasia, Wendell Davis, Rich Hoffman, Keith Impink, Erin Irons, David Leuthold, Christina McCaffrey, Amanda Polinsky, Nick Watson, Chris Whitehead, Tom Beagan (Ex Officio)

Absent:

Guest Attendance: Autumn Vinopal

Prayer – Tom Beagan

Bible Study – Chris Whitehead

- 2 Corinthians 4

Review the October 2021 Meeting Minutes

- **MOTION** by Dave Leuthold to accept the October Council Meeting Minutes.
 - Motion 2nd by Erin Irons.
 - Motion ACCEPTED.

Old Business

- Adjustments to the August 2021 Church Council Meeting Minutes.
 - **MOTION** by Amanda Polinsky to amend the August 26, 2021 Church Council Minutes by replacing sub-bullet one and two under Old Business – Denomination Next Steps with “Conversation ensued with Church Council about Denominational Next Steps and the request to put the Mission Share into the budget and make Mission Share Payments.” Also, removal of the attached document titled “Denomination Next Steps Report 8-26-21”.
 - Motion 2nd by Keith Impink.
 - Motion ACCEPTED.
- Update from Charge Conference.
 - Use of Funds from sale of the parsonage.
 - Confirmed that our current designation and usage of the parsonage sale proceeds are in compliance with the Book of Discipline.
 - Housing Exclusionary.
 - Confirmed that pastors are eligible for either a housing allowance or a housing exclusion, not both. Chris Whitehead will advise if follow-up action is needed to what was approved at Charge Conference.
 - IRS – Topic No. 417 Earnings for Clergy

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- A licensed, commissioned, or ordained minister who performs ministerial services as an employee may be able to exclude from gross income the fair rental value or actual expenses of a home provided as part of compensation (a parsonage) or a housing allowance provided as compensation if it is used to rent or otherwise provide a home.
- Mission Share.
 - Sub-Committee.
 - Nathan Anderson spoke into the proposed parameters that the sub-committee is being tasked to consider.
 - Follow up conversation ensued with Church Council on the proposed parameters for the sub-committee and set the path forward for next month's December meeting.
 - Proportional Allocation of Mission Apportionments.

Memorial Garden Report – Keith Impink

- Memorial Garden updates will be discussed at the December 2021 Church Council Meeting.

Finance Report – Christina McCaffrey

- See the attached document titled **Treasurer Report 11-18-21**.
 - See the attached document titled **Treasurer Report Corrected September 11-18-21**.

Comments from Visitors

- Autumn Vinopal shared her God story of what led her to apply for Church Council.

New Business

- Funding for Crossroads Campus Building Purchase.
 - **MOTION** by Nick Watson to approve up to \$15,000 of the Designated Funds from Branching Out for the preliminary required costs that are associated with securing a new site for the Crossroads Campus.
 - Motion 2nd by Dave Leuthold.
 - Motion ACCEPTED.
- Roof for Frye Farm Campus.
 - Phil Frye has submitted an assessment for the replacement of the Frye Farm Campus roof.
 - Total costs for the roof replacement would come in at a minimum of \$142,725.
 - The roof will need to be replaced before any more improvements are made around the Frye Farm Campus.
 - There is roughly \$130,000 in the Parsonage Reserve Fund.

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- Boy Scouts
 - Chris Whitehead and Wendell Davis will represent Charter Oak Church at the special called Charge Conference to sign all needed legal paperwork.

Executive Session

- Church Council went into Executive Session.

Next Church Council Meeting

- December 16, 2021 (Frye Farm Campus and Zoom)
 - Start Time 7:00 PM

Respectfully Submitted,
Ty Holler
November 18, 2021

DRAFT

Treasurer's Notes: OCTOBER 2021

** 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	FYE 7/31/22		% of
Frye Farm	\$ 139,767.51	\$ 124,628.36	\$ 135,787.95	\$ 400,183.82		
Central Services	\$ -	\$ -	\$ -	\$ -		
Crossroads	\$ 23,804.00	\$ 19,650.85	\$ 26,448.00	\$ 69,902.85		
Jeannette	\$ 8,154.00	\$ 5,565.00	\$ 6,832.00	\$ 20,551.00		
Mt Pleasant / Scottsdale	\$ 9,147.36	\$ 9,461.00	\$ 9,267.15	\$ 27,875.51		
Totals	\$ 180,872.87	\$ 159,305.21	\$ 178,335.10	\$ 518,513.18	\$ 530,820	98%
2020	\$ 171,594.80	\$ 143,798.81	\$ 138,232.86	\$ 453,626.47		

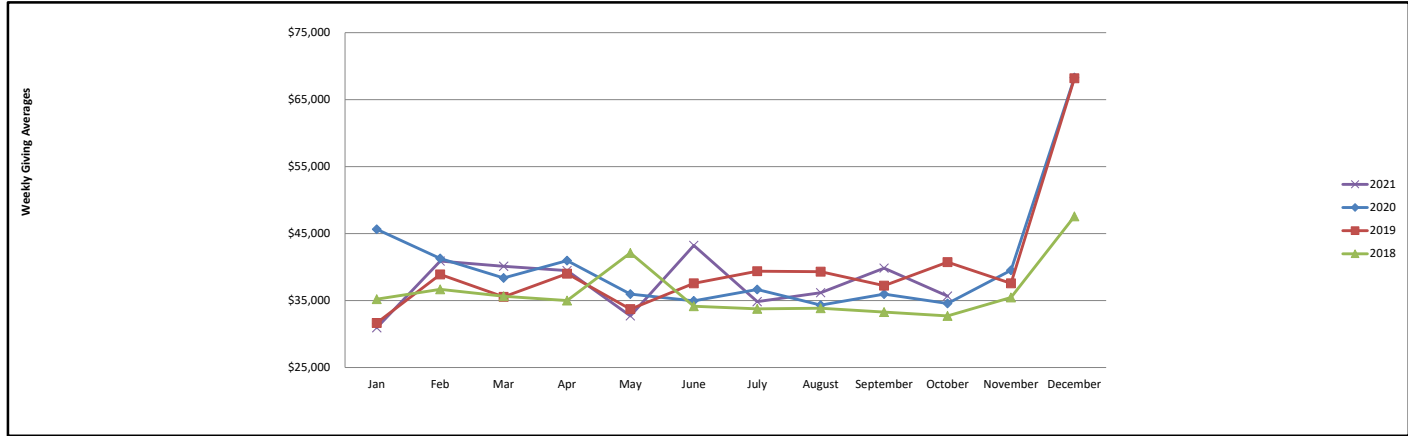
Expenses	Aug-21	Sep-21	Oct-21	FYE 7/31/22		% of
Frye Farm	\$ 102,528.69	\$ 108,534.53	\$ 119,802.30	\$ 330,865.52		
Central Services	\$ 1,183.43	\$ 8,602.59	\$ 12,698.79	\$ 22,484.81		
Crossroads	\$ 22,256.21	\$ 21,457.17	\$ 24,567.13	\$ 68,280.51		
Jeannette	\$ 11,521.23	\$ 10,712.88	\$ 10,912.71	\$ 33,146.82		
Mt Pleasant / Scottsdale	\$ 2,904.32	\$ 5,056.18	\$ 2,633.37	\$ 10,593.87		
Totals	\$ 140,393.88	\$ 154,363.35	\$ 170,614.30	\$ 465,371.53	\$ 573,742	81%
2020	\$ 156,091.37	\$ 171,793.44	\$ 167,862.44	\$ 495,747.25		

	Aug-21	Sep-21	Oct-21	FYE 7/31/22
Unadjusted Net Income	\$ 40,478.99	\$ 4,941.86	\$ 7,720.80	\$ 53,141.65
Mortgage Principle	\$ (9,247.23)	\$ (9,281.91)	\$ (9,316.71)	\$ (27,845.85)
Adjusted Total Profit / (Loss)	\$ 31,231.76	\$ (4,340.05)	\$ (1,595.91)	\$ 25,295.80
2020 Unadjusted Net Income	\$ 15,503.43	\$ (27,994.63)	\$ (29,629.58)	\$ (42,120.78)

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	\$ 36,282.17
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	\$ 39,900.92
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	\$ 40,537.00
2021	\$ 30,939	\$ 40,883	\$ 40,102	\$ 39,476	\$ 32,706	\$ 43,226	\$ 34,848	\$ 36,175	\$ 39,826	\$ 35,667			\$ 37,384.81
# of weeks, compared for '19, '20, & '21	21=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	\$ 1,256,382.00
Hennon Fund	\$ (2,689.17)
Memorial Garden Fund	\$ (19,742.11)
Reserve Commitments	\$ (534,519.53)
Outstanding Payables	\$ (118,116.60)
Payroll Related & Pension HSA Liability	\$ (16,872.19)
Available Cash	\$ 564,442.40

E-Newsletter Calculation	
	FYE 7/31/22
	Revenue
From P&L	\$ 518,513.18
	Expenses
From P&L	\$ 465,371.53
Campus Cost From Reserves	\$ -
Mortgage Principle	\$ 27,845.85
	\$ 493,217.38
Net Income	\$ 25,295.80



Notes:

1. November 2021 (1 of 4 Weeks) - General Fund: \$42,743; SOF: \$2,492
2. Audit work for FYE 7/31/21 will not begin for a number of months. (The Firm is having staffing issues.)
3. The FYE 7/31/22 budget requires draws of: \$48,000 from Strengthening Our Future and \$5,804 from Branching Out.
4. MPS seems to be well on its way to covering its expenses as a Missional Campus (Level 1). Per July's Council minutes, MPS will move to Growing Campus (Level 2) by March 2022.
5. MPS income for October is overstated by \$1,300 due to error in dating Facility Fee payment. November's monthly income will be understated by said amount; the November YTD number should appropriately reflect activity.
6. Contributions to Strengthening Our Future continue to be a notable amount. The average monthly contribution for 2021 is around \$11,000.

Treasurer's Notes: SEPTEMBER 2021

** 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	FYE 7/31/22	Budget	% of Bdgt.
Frye Farm	\$ 139,767.51	\$ 124,628.36	\$ 264,395.87		
Central Services	\$ -	\$ -	\$ -		
Crossroads	\$ 23,804.00	\$ 19,650.85	\$ 43,454.85		
Jeannette	\$ 8,154.00	\$ 5,565.00	\$ 13,719.00		
Mt Pleasant / Scottsdale	\$ 9,147.36	\$ 9,461.00	\$ 18,608.36		
Totals	\$ 180,872.87	\$ 159,305.21	\$ 340,178.08	\$ 353,880	96%
2020	\$ 171,594.80	\$ 143,798.81	\$ 315,393.61		

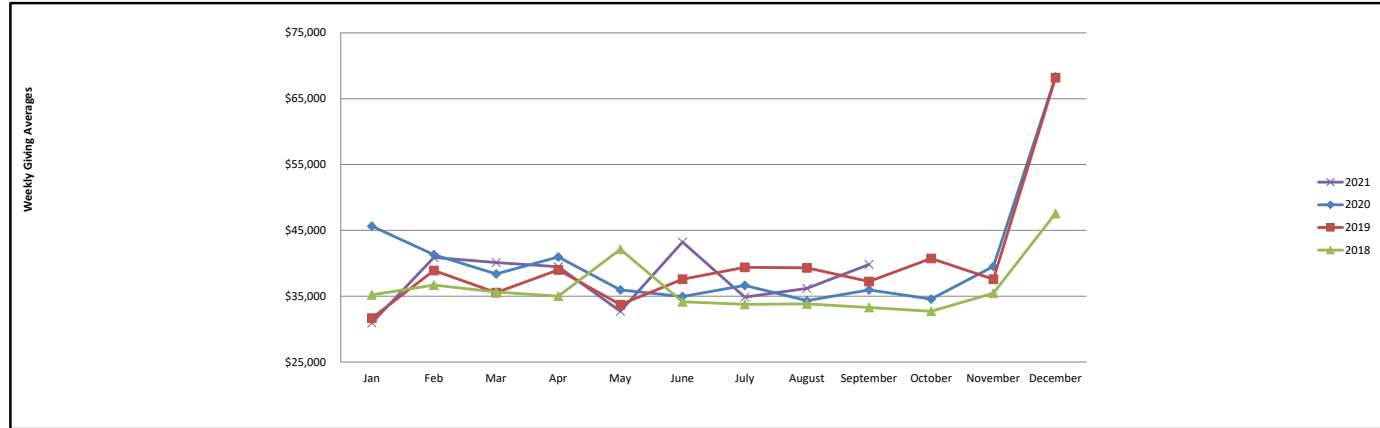
Expenses	Aug-21	Sep-21	FYE 7/31/22	Budget	% of Bdgt.
Frye Farm	\$ 102,528.69	\$ 108,534.53	\$ 211,063.22		
Central Services	\$ 1,183.43	\$ 8,602.59	\$ 9,786.02		
Crossroads	\$ 22,256.21	\$ 21,457.17	\$ 43,713.38		
Jeannette	\$ 11,521.23	\$ 10,712.88	\$ 22,234.11		
Mt Pleasant / Scottsdale	\$ 2,904.32	\$ 5,056.18	\$ 7,960.50		
Totals	\$ 140,393.88	\$ 154,363.35	\$ 294,757.23	\$ 382,495	77%
2020	\$ 156,091.37	\$ 171,793.44	\$ 327,884.81		

	Aug-21	Sep-21	FYE 7/31/22
Unadjusted Net Income	\$ 40,478.99	\$ 4,941.86	\$ 45,420.85
Mortgage Principle	\$ (9,247.23)	\$ (9,281.91)	\$ (18,529.14)
Adjusted Total Profit / (Loss)	\$ 31,231.76	\$ (4,340.05)	\$ 26,891.71
2020 Unadjusted Net Income	\$ 15,503.43	\$ (27,994.63)	\$ (12,491.20)

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	\$ 36,282.17
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2021	\$ 30,939	\$ 40,883	\$ 40,102	\$ 39,476	\$ 32,706	\$ 43,226	\$ 34,848	\$ 36,175	\$ 39,826				\$ 37,575.67
# of weeks, compared for '19, '20, & '21	21=5w		19=5w; '20=5w		20=5w; '21=5w	19=5w		20=5w; '21=5w	19=5w		20=5w	19=5w	

Available Cash	
Total Cash on Hand	\$ 1,207,341.66
Hennon Fund	\$ (2,703.87)
Memorial Garden Fund	\$ (9,741.64)
Reserve Commitments	\$ (497,047.98)
Outstanding Payables	\$ (105,281.35)
Payroll Related & Pension HSA Liability	\$ (16,542.70)
Available Cash	\$ 576,024.12

E-Newsletter Calculation		FYE 7/31/22
Revenue		
From P&L	\$	340,178.08
Expenses		
From P&L	\$	294,757.23
Campus Cost From Reserves	\$	-
Mortgage Principle	\$	18,529.14
	\$	313,286.37
Net Income	\$	26,891.71



Notes:

1. October 2021 (3 of 5 Weeks) - General Fund: \$109,034; SOF: \$5,221
2. Audit work for FYE 7/31/21 will not begin for a number of months. (The Firm is having staffing issues.)
3. The FYE 7/31/22 budget requires draws of: \$48,000 from Strengthening Our Future and \$5,804 from Branching Out.
4. MPS seems to be well on its way to covering its expenses as a Missional Campus (Level 1). Per July's Council minutes, MPS will move to Growing Campus (Level 2) by March 2022.
5. See the minutes from August 2021 meeting for details regarding the \$64,710 change in #230025 - COC Memorial Garden
6. Two adjustments were made to August numbers since issuing August's Treasurer's Report.