

FELC Ministry Team Minutes

Ministry Team: Support – Special budget planning session

Meeting Date: Monday, November 10th, 2014

ATTENDEES: Pete Vandenberg, Don Kirby, Bob Damon, Keith Lenaburg, Dean Haas, Mark Gebert, Diane Putzer, Mike Koester, Steve Uslabar, Brenda Smongeski

Guests: n/a

Not Present: Cindi Schwab, Kay Eggert

Items that may require council action:

- n/a

Items that may require budget/finance coordination:

- n/a

Ministry team minutes:

Meeting called to order at 7:06 pm.

Don K. acted as recorder. Dean H. acted as Chairman.

Budget planning exercise:

All

- 891,898 – current likely income, YTD, total 10/31/14 (not yet fully completed, until tomorrow)
- With LY's Nov and Dec incomes, plus 2.2% (YTD increase average), we would arrive at an estimate for 2014 year end of \$1,138,093 in total offerings, vs. budget of \$1,300,000. First estimate to Council was \$1,150,000.
- Shortfall = \$162,000 approximately.
- 1/1/14 checkbook balance = \$185,000. Less projected loss of \$162,000, plus reduction in 11% benevolence paid (\$17,800 estimated) would result in a **1/1/15 checkbook balance of \$40,800.**
- **This would result in having to utilize the credit facility for most months, during 2015 probably starting in May per past year's history or offerings.**
- Upon this review, and discussion, the group elected to use a working number of \$1,140,000 – as the total revenue estimate for 2015. This will be the baseline number that we'll make expense judgements on, for this evening's meeting.

Ministry team expense line item review:

All

- The 2015 budget estimate "roll up", as provided:
 - \$1,140,000 offerings estimate, based on the notes, above...
 - \$128,000 other income estimate
 - \$1,268,000 total revenues
 - \$1,460,000 total expense estimate
 - **\$192,000 current estimated shortfall**
- The group discussed potential opportunities to bridge this shortfall for 2015:
 - \$6,000 reduce the merit salary pool by 50%
 - \$8,000 reduce the capital improvements & maintenance budget
 - \$5,000 reduce the intern program budget support from \$15k to \$10k
 - \$17,600 reduction in benevolence, from \$1.3M to \$1.15M in offerings, at 11%
 - \$4,000 elimination of the future sabbatical expense
 - \$11,400 reduce the benevolence rate, from 11% to 10%
 - \$5,000 eliminate the computer upgrade program for 2015
 - \$2,000 reduction in advertising program
 - \$3,000 reduction to visitor/guest care
 - \$500 reduction to account #554
 - \$3,000 transfer of Stephen Ministry training expense to designated funds
 - \$7,000 reduction of #772, covenants, to be partially replaced by \$3500 of GJ memorials
 - This would result in a total of \$72,500 in reductions. Approximately \$120K shortfall remains.

- Following a lengthy discussion of these opportunities, it was decided that Dean, Pete, and Don would seek to meet with Pastor Jeff, hopefully Friday morning, to bring him up to speed on this issue.
- Additionally, Dean and Mike will attend the scheduled meetings of the Ministry Teams at NS, tomorrow night. Brenda will make arrangements for them to address the group, following an outside speaker. Key topics:
 - FELC is facing a \$192,000. 2015 budget gap, income to expense
 - We need each group to dig deep into their budgets, to defer projects to the future, to eliminate spending, wherever possible.
 - We need each person to complete their estimate of giving cards, as confirmation of income allows confirmation of programs
 - We need the to engage opinion-leaders, many of whom serve in Ministry Teams, to help spread the message of our need to energize our congregation to address this important need.

Meeting adjourned: 9:24 pm, with the Lord's Prayer

Next meeting: Tuesday, November 18th @ 6:45 pm: Room 110 D.S.

December meeting: Monday, December 15th @ 6:45pm Room 110 D.S.

Respectfully submitted by: Don Kirby