

## Meeting Minutes

### Budget and Finance Committee

December 14, 2018

Attendees: Joan Brundage, Pastor Bessey, Susan Prosser, Keith Selbrede

#### Agenda:

1. Review current financials through November
2. Review, update the "2019 Requested Budget"
3. Brainstorm improvement opportunities to the 2019 Requested Budget

#### Discussion:

Review of the financials through November shows Income \$55,292 below expectations. Reserves, although not presented or discussed, stand at \$26,925. It was proposed that council (President?) issue a yearend memo highlighting significant 2018 accomplishments and encourage the need for improved giving in December.

Review of the "2019 Preliminary Requested Budget" results in a few editorial improvements that have been made. The updated edition has been updated and will be sent out to council members prior to their meeting on Dec. 18. The bottom line on the 2019 requested budget is that it shows a deficit of \$43,917 that needs to be addressed by council.

Brainstorming of improvement ideas resulted in the following list:

#### Income improvement ideas:

- Stewardship follow-up on pledge responses that have not been received
- Joan to provide immediate updates when new pledges are received
- Consider obtaining a loan from our endowment fund
- Consider obtaining a loan from the concert series fund
- Pursue a second worship body for use of our sanctuary (to share some of our fixed expense)

#### Expense reduction ideas:

- Eliminate non-essential expenses such as DOM Supplies, Council Sponsored Events, have all Event Set-up charges covered by specific program fees, etc.
- Maintain "Mission Support" donations at the current level (normally increased by 1% each year)
- Require all "programs" to be self-funded through dedicated donations, fees or sharing of available resources (such as sharing music with other churches).
- Hold a "closed" council session to review personnel, staffing and contract employee opportunities

Not including any staffing considerations, the above expense reduction ideas provide a \$9,582 improvement in the 2019 budget.

Respectfully submitted,

Keith Selbrede