

Belmont United Methodist Church
Administrative Board Meeting
January 27, 2019

Welcome — Rick Keuler, Chair Administrative Board
Spiritual Centering and Prayer — Heather Harriss
Approval of December Administrative Board Meeting and Charge Conference
Minutes — Rick Keuler

APPROVED

Ministry Spotlight: Welcome Ministry — Jim and Starr Strickland

- Asked to develop a welcoming ministry.
- Talked with some other churches to see what they are doing.
- 41 members randomly chosen to be part of a committee (17 responded)
- Have decided to refer to those who visit as “guests” rather than “visitors.”
- Wanted to make sure those who are welcoming are visible, so created lanyards for them (.55 cost)
- On Oct 21 introduced the welcoming ministry to the church during worship.
- The ministry has 14 actively-involved greeters, 10 note writers, 6 callers, 10 fellowship friends. These volunteers staff the chapel and foyer before and after worship, the sanctuary, and the welcome center (offers coffee and water). Water becoming a very popular item with all!
- Some churches gave gifts like bread or apple pie. We are giving out a gift bag that includes a pen, bookmark with our welcoming statement, bottle of water. (Cost: \$3.56). So far, have given out over 100 to first-time guests.
- The first time a guest attends he or she receives a letter from Paul. The second time, they receive a handwritten note from the welcoming committee. send 20 notes to 20 guests since beginning of the year.
- The committee provided greeters for the Feast of Lights and Christmas Eve services.

Observations and questions:

- Visibility is needed and welcomed.
- Need for improved signage.
- Need for designated physician present and know where he or she is during worship.
- What actions would need to be taken in the event of an emergency?
- Need for designated seating locations for wheelchairs in sanctuary.
- Need for a building security plan should an active shooting situation take place.
- What do we do if a homeless person comes in hungry and asks for help? Do we ask them to come back on Monday?

Future hopes

- Have more greeters (at least 20-25), allowing for monthly rotation
- Find ways to contact those who don't give us their address (some are leery to give out)
- Grow welcome team members from 24 to 100

Introduction and Consideration of Proposed Resolution — Bill Cooper, Lay Leader

On Jan. 12, the Executive team gathered for a half-day retreat to consider how we should respond as a church to the upcoming General Conference. During that time, we learned about

the proposed plans and reaffirmed that Belmont has already done a lot of thinking about what our values are and our support for inclusion. Aware that we have no way of predicting what will happen, we decided to come up with some general guiding principles about how we can best position ourselves to respond. We determined that best way to do that would be to create a public statement that reviews our history, reiterates our values of inclusion and our affirmation of our Wesleyan heritage and connectional system, and expresses our support for the One Church Plan. We are bringing this statement to the board for approval.
Statement PASSED UNANIMOUSLY

Presentation of 2019 Budgets for BUMC — John Pearce, Chair of the Finance Committee

Review of 2018

Funds

Total for 2018 for all BUMC funds:

\$3.2 million coming in (revenue), \$3.4 going out (expenses)

Trust Fund: Began with \$3 million, lost \$158K in earnings (worst Dec since 1931; but has almost regained losses in Jan) for an ending balance of \$2.8 million. We currently have quite a bit of need for money from the Trust Fund, including replacing the HVAC, upgrading our building security, etc.

Capital Fund: Took in \$249K, paid out \$279K. Mostly pays for our debt, but also needs to be ramped up to work on our building.

Non-Budget Fund Giving (includes memorials, benevolence fund, Christmas Miracle Offering and other special offerings): Total giving = \$285K. After a slow start, Christmas Miracle offering for GYTTE exceeded our \$20K goal to raise \$20,638.

Weekday School: Ended the year with a \$38K surplus.

Rental property (Vanderbilt Imaging): We extended the lease 5 more years. This generates \$10K a month in income (\$125K a year). We pay \$6K in property taxes and tenant pays any increases. Only thing we are responsible for is the roof, which has not been replaced. We have been trying to put away \$3-4K a year for replacement.

Operating Fund highlights:

o Pledges: \$1.3M (\$7.7K under budget)

o Loose offering: \$130K (\$126 under budget)

o Misc. \$15K (\$2K over budget)

o Other income: \$89K (\$13K under budget)

o Total: \$1.528M (\$18K under budget)

o BOTTOM LINE: Expenses exceeded revenue by \$5291

Paid 100% of apportionments

Operating Fund Campaign:

o As of Jan 24: 1,297,571 in pledges (281)

20 new pledges: \$57K

143 increases: \$66K

- 29 lost: \$78K
- 99 same as 2018

Concerns

- Potential loss of giving, depending on what happens in St. Louis. Jefferson reminds us we should respond based on our values.
- Exec committee decided to go back to “Gifts that Change the World” campaign rather than making appeals for individual ministries. (We usually raise about \$40K for the ministries we did this for, but last year we raised only \$15K.)
- Our deferred building maintenance needs funding.
- Trust Fund earnings: The Trust Fund is an active participant in ministry of church, so hurts when we have a bad earnings year.
- Capital campaign
- Need more resources to support staff and children’s ministry. (This affects our ability to hire a new staff member for children’s ministry. And we don’t pay our staff what we should.)

Financial To Dos for 2019

- Implement finance policies
- Reach new members and active non-givers
- Develop finance communication plan
- Update 5-year finance goals
- Collect operating fund pledges
- Update memorials policy
- Quarterly review of 6 funds (Operating, Capital, Rental, Trust Fund, Weekday School and Non-budget)
- Implement new giving methods (Venmo)
- “Audit” of financials
- Zoom meetings
- Pay 100% of apportionments
- 2020 Operating Fund campaign

Budgets for 2019

- Staff budget: Generated by Staff Parish
- Administration: Susan creates
- Property: Steve Rutland and Susan Fagan (50% goes toward utilities)
- Ministry Council: Greg B, Tate, Jefferson and Council creates
- Apportionment: TN Conference sets
- WDS creates theirs

Action to approve 4 budgets for 2019:

- Rental Properties & Expenses: Will transfer out \$118K for debt service, \$4212 surplus will be moved to fund for roof.
- Capital Fund
- Week Day School
- Operating

APPROVED UNANIMOUSLY

Update on GTF Committee Report Recommendations — Rick Keuler

Gift of working together: Committee includes GTF members in addition to Belmont members. Replace current committee with GTF advocacy committee chaired by Jim Bradford, GTF members and Belmonsters active in this ministry.

- Outstanding grant funds: Committee will be given authority to disburse these funds.
- Benevolence fund would be continued, but subject to new our financial policies.
- Will hold at least 4 combined services this year: Had first on one last week.
- Urge everyone to go and worship with the GTF congregation.
- Asking Staff parish to start thinking about what they will do when Sandy retires, which will be soon.

Two items for board action:

- To create/form GTF advocacy committee
- Give committee oversight of benevolence fund

APPROVED UNANIMOUSLY

Update on Children's Visioning Committee Recommendations — Rick Keuler

- Hire part-time children's minister in 2019.
- Visioning committee, staff: Need to think though how to get other members involved in ministry beyond parents.
- Sarah and Chris working on getting a volunteer to work with Connie to track attendance of children and guests.
- Written materials need to be updated and looking for a volunteer to help update this
- Work with newly-formed GTF committee to look at how GTF kids interface with children's ministry and how to get GTF parents involved as partners in ministry.

Update on Boiler — Susan Fagan

- After getting several bids, we are going with Mann Mechanical Company. Will replace the current unit with 2 smaller boilers. This dual system will not only give us redundancy, but will also allow us to alternate running them.
- Replacement cost: \$100K
- Children's wing air-handling unit and additional piping: \$57K. Ability to combine work for some savings.

Report on Capital Expenses and Discussion of Possible Capital Campaign — Rick Keuler

Need to start thinking about implementing a new capital campaign:

Building needs:

- Boiler, etc.
- Deferred maintenance (report from 2013/2014): We would need to spend \$250K per year just to catch up with items we have deferred.)
- Crisis and safety management upgrades
- Ministry needs: 2019 children's staff not in 2019 budget (raising money for this outside budget), but want to keep this position beyond 2019 and expand it.

- How do we most effectively message these needs to get Belmont excited about contributing to capital campaign?
- Also start a continuing fund to have people give to building maintenance
- Need volunteers willing to work on the campaign.

Benediction — Paul Purdue, Senior Pastor

Joys:

- On Jan 2, Gayle began her 30 th year in ministry at Belmont.
- Grateful for the way the Properties Committee scrambled when the boiler went out. It went out on Wed, and we had a heating solution by Friday. The staff created a plan for holding worship in the community center if we needed it.
- Executive committee retreat: Had a powerful and productive time together. Tom Laney commented on what a beautiful spirit we have in our church.
- On Feb. 3, we will write letters to each of the SE Jurisdiction delegates to the Special General Conference (183).
- Greg Bergquist is Cal-Nevada Conference delegate and will be praying for him.