

First Presbyterian Church of Bartow  
Agenda for Session

6:30 PM

October 17, 2024

- \_\_\_ Call to Order
- \_\_\_ Opening / Prayer / Devotion – Jonah 3:1-5, 10
- \_\_\_ Elder Training
- \_\_\_ Approval of Minutes
- \_\_\_ Clerk’s Report / Correspondance
- \_\_\_ Staff Report / ECO Update
- \_\_\_ Treasurer's Report

Standing Committee Reports:

- \_\_\_ Administration / Personnel
- \_\_\_ Christian Education
- \_\_\_ Congregational Care
- \_\_\_ Fellowship
- \_\_\_ Mission
- \_\_\_ Property
- \_\_\_ Worship
- \_\_\_ Unfinished Business
  - Consent Agenda

- \_\_\_ New Business
  - Elect Delegate for 2025 ECO National Gathering, January 27 – 29, 2025 in Dallas, TX. For more information go to <https://www.econationalgathering.org>
  - 2025 Budget Worksheets
  - Headshots of Elders for Website – needed by October 31, 2024 – Please send to [bailey@fpcbartw.org](mailto:bailey@fpcbartw.org)

- \_\_\_ Adjournment / Closing Prayer

**First Presbyterian Church of Bartow**  
**Stated Session Meeting**  
**Sept 19, 2024**

The meeting was called to order by the moderator, Pastor Barry Gray at 6:37 PM. Pastor Gray opened the Session in prayer and a devotional on Psalm 71.

Elders present: Kris Chancey, Mandy Craven, Deena Fussell, Jan Heidel, Matt Heidel, Matt Hinton, John Laurent, Linda Munroe, Jim Nunnallee, Howe Wallace

Elders absent: Bo Bianco, Nic Nichols

**Elder Training**

- Pastor Barry introduced the concept of *Consent Agenda* and recommended the session to start using it next month. Routine, non-controversial items that don't need discussion should be submitted to the office one week before the meeting. They will be put on the consent agenda and distributed before the next meeting for a grouped vote. Copies of the Consent Agenda plan will be distributed to all elders.
- Pastor Barry emphasized that this church has remained faithful to God's teaching since its establishment and we will continue to do so as we carefully move forward during this transitional period.

**Approval of Minutes**

- The minutes of the previous meeting on July 18<sup>th</sup> as well as the August 22<sup>nd</sup> email meeting were reviewed.
  - A motion/second was made by Howe Wallace/Matt Hinton to approve both sets of minutes. Motion passed.

**Clerk's Report and Correspondence**

- Jim Nunnallee reported that the Florida ECO Presbytery annual gathering will be Oct 4-5 in Jacksonville. Pastor Barry will be attending and he also encouraged elders to attend both the Presbytery and the national gathering (Jan 27-29, 2025 in Dallas). Details of the national gathering will be distributed to all elders.

**Staff Report/ECO Updates**

- No report

**Treasurer's Report**

- Howe Wallace reported that the \$30,000 donation from the Harris family has been received. We are still operating under a deficit of about \$5,000 - \$10,000 each month but doing well.
- He also started a discussion on the need for a stewardship effort. After a lengthy discussion, it was decided:
  - We will have a short congregational meeting at the beginning of the Sept 29<sup>th</sup> service, to introduce the new leadership and answer questions about the role of the transitional pastor and address concerns and questions from the congregation. A Welcome Reception for Pastor Barry and Karin in the Fellowship Hall will follow the service.
  - This congregational meeting will kick off a multi-week campaign to briefly remind the congregation about stewardship through bulletin reminders, projector notes, and spoken stewardship encouragement from the pulpit.

**Standing Committee Reports**

- a) Administration/Personnel
  - No Report
- b) Christian Education

- No Report
- c) Congregational Care
  - No Report
- d) Fellowship
  - Kris Chancey reported that the Fellowship Committee is meeting next week to reorganize, regroup and plan for the future.
- e) Missions
  - No Report
- f) Property
  - There was an incident recently where one of our Grace Diner patrons was caught alone in the Fellowship Hall during the main Sunday service. The situation was quickly resolved by the on-duty Deputy Sheriff. Jim Nunnallee agreed to be in charge of ensuring that the building is locked after Sunday School.
- g) Worship
  - Mandy Craven reviewed some new procedures for communion. At the end of the ceremony, Pastor Barry will serve the 4 communion elders and ushers. One of the elders will then serve the Pastor. The elders will also cover the communion bread.
  - Cantata will be Dec 8<sup>th</sup>. Advent decoration will be Nov 30<sup>th</sup>, 9:00 AM. Undecorating will be Jan 11<sup>th</sup>, 9:00 AM.
  - The issue has come up among some members about the candles not being on the center communion table. The candles were moved slightly to the side to prevent interference with the cameras for our online service and they will have to stay off to the side. Also, we will be getting a smaller, mobile podium to be used in the center of the stage.

### **Unfinished Business**

- We received several requests to use the sanctuary:
  - Union Academy Choir/Orchestra Concert, Dec 12<sup>th</sup>, 10:00 AM – 10:00 PM
  - Union Academy Piano/Orchestra Concert, May 1<sup>st</sup> or 9<sup>th</sup>, same times.
  - Toni Wilson's visitation (1:00) and funeral (2:00), Sep 28<sup>th</sup>.
  - A motion/second was made by Linda Munroe/Howe Wallace to approve all events.  
Motion passed
- Sanctuary and Fellowship Hall all day on Oct 18 -19, Jackie Green for wedding rehearsal, wedding, and reception. Already approved.

### **New Business**

- No Report

### **Adjournment**

- The meeting adjourned at 8:15 PM and closed in prayer by Pastor Barry Gray.

---

Jim Nunnallee, Clerk of Session

---

Pastor Barry Gray, Moderator

| Item                        | 2024 Budget      | September 2024 Exp. | YTD Exp.         | Sep. 2024 Designated Income | YTD Desig. Income | Balance of Budget | % of Budget Used YTD |
|-----------------------------|------------------|---------------------|------------------|-----------------------------|-------------------|-------------------|----------------------|
| <b>ADMINISTRATION</b>       |                  |                     |                  |                             |                   |                   |                      |
| Business Expenses           | 5,500.00         | 215.20              | 3,747.85         |                             | -                 | 1,752.15          | 68.14%               |
| Contingencies               | 1,300.00         | 65.97               | 817.82           | -                           | -                 | 482.18            | 62.91%               |
| Copier Service & Toner      | 6,000.00         | 267.00              | 4,529.96         | -                           | 14.60             | 1,484.64          | 75.26%               |
| Eco Dues / Expenses         | 5,600.00         | 110.88              | 5,426.88         | -                           | -                 | 173.12            | 96.91%               |
| Insurance (Prop & Liab)     | 28,000.00        | 1,108.32            | 12,390.88        | -                           | 2,733.00          | 18,342.12         | 34.49%               |
| Office Supplies             | 1,000.00         | 94.76               | 568.08           | -                           | 3.42              | 435.34            | 56.47%               |
| Online Giving Fees          | 4,500.00         | 321.18              | 3,354.42         | -                           | -                 | 1,145.58          | 74.54%               |
| Paper                       | 750.00           | -                   | 82.94            | -                           | -                 | 667.06            | 11.06%               |
| Postage and Delivery        | 3,100.00         | 22.84               | 1,564.96         | -                           | -                 | 1,535.04          | 50.48%               |
| <b>TOTAL ADMINISTRATION</b> | <b>55,750.00</b> | <b>2,206.15</b>     | <b>32,483.79</b> | <b>-</b>                    | <b>2,751.02</b>   | <b>26,017.23</b>  | <b>53.33%</b>        |

| Item                                 | 2024 Budget     | September 2024 Exp. | YTD Exp.        | Sep. 2024 Designated Income | YTD Desig. Income | Balance of Budget | % of Budget Used YTD |
|--------------------------------------|-----------------|---------------------|-----------------|-----------------------------|-------------------|-------------------|----------------------|
| <b>CHRISTIAN EDUCATION</b>           |                 |                     |                 |                             |                   |                   |                      |
| Adult Sunday School & Bible Study    | 600.00          | 128.32              | 924.06          | 405.00                      | 851.00            | 526.94            | 12.18%               |
| Children's Church                    | 800.00          | -                   | -               | -                           | -                 | 800.00            | 0.00%                |
| Children's Sunday School             | 600.00          | -                   | 1,320.68        | -                           | 612.00            | (108.68)          | 118.11%              |
| Nursery Equipment                    | 200.00          | -                   | -               | -                           | -                 | 200.00            | 0.00%                |
| Vacation Bible School                | 2,500.00        | -                   | 1,880.18        | -                           | -                 | 619.82            | 75.21%               |
| Wednesday Warriors                   | 600.00          | -                   | 161.11          | -                           | -                 | 438.89            | 26.85%               |
| Youth Sunday School - Breakfast Club | 600.00          | 43.14               | 172.51          | -                           | -                 | 427.49            | 28.75%               |
| <b>TOTAL CHRISTIAN ED.</b>           | <b>5,900.00</b> | <b>171.46</b>       | <b>4,458.54</b> | <b>405.00</b>               | <b>1,463.00</b>   | <b>2,904.46</b>   | <b>50.77%</b>        |

| Item                         | 2024 Budget     | September 2024 Exp. | YTD Exp.        | Sep. 2024 Designated Income | YTD Desig. Income | Balance of Budget | % of Budget Used YTD |
|------------------------------|-----------------|---------------------|-----------------|-----------------------------|-------------------|-------------------|----------------------|
| <b>CONGREGATION CARE</b>     |                 |                     |                 |                             |                   |                   |                      |
| Caring Cooks                 | 500.00          | 102.73              | 737.84          | -                           | 150.00            | (87.84)           | 117.57%              |
| Other Opportunities for Care | 1,000.00        | 23.40               | 1,259.87        | -                           | 1,000.00          | 740.13            | 25.99%               |
| <b>TOTAL CONGREGA. CARE</b>  | <b>1,500.00</b> | <b>126.13</b>       | <b>1,997.71</b> | <b>-</b>                    | <b>1,150.00</b>   | <b>652.29</b>     | <b>56.51%</b>        |

| Item                                   | 2024 Budget     | September 2024 Exp. | YTD Exp.        | Sep. 2024 Designated Income | YTD Desig. Income | Balance of Budget | % of Budget Used YTD |
|--|-----------------|---------------------|-----------------|-----------------------------|-------------------|-------------------|----------------------|
| <b>FELLOWSHIP</b>                      |                 |                     |                 |                             |                   |                   |                      |
| Coffee, Tea, Sugar, Etc.               | 700.00          | 220.32              | 651.03          | -                           | 4.00              | 52.97             | 92.43%               |
| Congregational Dinners (Includes Wed.) | 1,200.00        | 336.93              | 3,178.75        | 324.00                      | 2,070.97          | 92.22             | 92.31%               |
| Paper Goods                            | 3,000.00        | 384.25              | 1,167.42        | -                           | -                 | 1,832.58          | 38.91%               |
| Special Events                         | 1,500.00        | -                   | 1,405.44        | -                           | 224.00            | 318.56            | 78.76%               |
| Tablecloths (Includes Cleaning)        | 700.00          | -                   | 111.17          | -                           | -                 | 588.83            | 15.88%               |
| <b>TOTAL FELLOWSHIP</b>                | <b>7,100.00</b> | <b>941.50</b>       | <b>6,513.81</b> | <b>324.00</b>               | <b>2,298.97</b>   | <b>2,885.16</b>   | <b>59.36%</b>        |

| Item                               | 2024 Budget      | September 2024 Exp. | YTD Exp.         | Sep. 2024 Designated Income | YTD Desig. Income | Balance of Budget | % of Budget Used YTD |
|------------------------------------|------------------|---------------------|------------------|-----------------------------|-------------------|-------------------|----------------------|
| <b>MISSIONS</b>                    |                  |                     |                  |                             |                   |                   |                      |
| <b>Local Funded Missions</b>       |                  |                     |                  |                             |                   |                   |                      |
| Children's Clothing Fund           | 500.00           | -                   | 250.00           | -                           | -                 | 250.00            | 50.00%               |
| Church Service Center              | 10,000.00        | -                   | 5,000.00         | -                           | -                 | 5,000.00          | 50.00%               |
| Good Samaritan Fund                | 500.00           | -                   | -                | -                           | -                 | 500.00            | 0.00%                |
| Grace Diner                        | 12,500.00        | 61.80               | 8,651.01         | 100.00                      | 1,937.00          | 5,785.99          | 53.71%               |
| Hearth Project                     | 1,000.00         | -                   | -                | -                           | -                 | 1,000.00          | 0.00%                |
| Women's Care Center                | 5,000.00         | -                   | 2,500.00         | -                           | -                 | 2,500.00          | 50.00%               |
| Youth Outreach / FCA               | 1,200.00         | -                   | 1,193.48         | -                           | -                 | 6.52              | 99.46%               |
| <i>Total Local Funded Missions</i> | <i>30,700.00</i> | <i>61.80</i>        | <i>17,594.49</i> | <i>100.00</i>               | <i>1,937.00</i>   | <i>15,042.51</i>  | <i>51.00%</i>        |

|  |                 |          |          |          |          |                 |              |
|--|-----------------|----------|----------|----------|----------|-----------------|--------------|
| <b>Regional Funded Mission</b>           |                 |          |          |          |          |                 |              |
| Disaster / Emergency / Mission Trip Fund | 5,000.00        | -        | -        | -        | -        | 5,000.00        | 0.00%        |
| ECO New Church Plant                     | 1,000.00        | -        | -        | -        | -        | 1,000.00        | 0.00%        |
| <i>Total Regional Funded Missions</i>    | <i>6,000.00</i> | <i>-</i> | <i>-</i> | <i>-</i> | <i>-</i> | <i>6,000.00</i> | <i>0.00%</i> |

|  |                  |              |                  |               |                 |                  |               |
|--|------------------|--------------|------------------|---------------|-----------------|------------------|---------------|
| <b>Worldwide Funded Missions</b>           |                  |              |                  |               |                 |                  |               |
| Missionary, Dr. Bill Brown - Xiamen, China | 2,500.00         | -            | 1,250.00         | -             | -               | 1,250.00         | 50.00%        |
| Operation Christmas Child                  | 300.00           | -            | -                | -             | -               | 300.00           | 0.00%         |
| <i>Total Worldwide Funded Missions</i>     | <i>2,800.00</i>  | <i>-</i>     | <i>1,250.00</i>  | <i>-</i>      | <i>-</i>        | <i>1,550.00</i>  | <i>44.64%</i> |
| <b>TOTAL MISSIONS</b>                      | <b>39,500.00</b> | <b>61.80</b> | <b>18,844.49</b> | <b>100.00</b> | <b>1,937.00</b> | <b>22,592.51</b> | <b>42.80%</b> |

| Item                       | 2024 Budget       | September 2024 Exp. | YTD Exp.          | Sep. 2024 Designated Income | YTD Desig. Income | Balance of Budget | % of Budget Used YTD |
|----------------------------|-------------------|---------------------|-------------------|-----------------------------|-------------------|-------------------|----------------------|
| <b>PERSONNEL</b>           |                   |                     |                   |                             |                   |                   |                      |
| Pastor's Pension & Medical | 12,026.00         | 304.64              | 8,167.82          | -                           | -                 | 3,858.18          | 67.92%               |
| Payroll Expenses           | 295,774.00        | 31,769.43           | 219,871.67        | -                           | -                 | 75,902.33         | 74.34%               |
| <b>TOTAL PERSONNEL</b>     | <b>307,800.00</b> | <b>32,074.07</b>    | <b>228,039.49</b> | <b>-</b>                    | <b>-</b>          | <b>79,760.51</b>  | <b>74.09%</b>        |

| Item                                | 2024 Budget       | September 2024 Exp. | YTD Exp.         | Sep. 2024 Designated Income | YTD Desig. Income | Balance of Budget | % of Budget Used YTD |
|-------------------------------------|-------------------|---------------------|------------------|-----------------------------|-------------------|-------------------|----------------------|
| <b>PROPERTY</b>                     |                   |                     |                  |                             |                   |                   |                      |
| Audio / Visual Equipment / Software | 5,500.00          | -                   | 3,969.90         | -                           | -                 | 1,530.10          | 72.18%               |
| Building Maintenance                | 50,000.00         | 3,040.10            | 41,248.98        | -                           | 19,998.00         | 28,749.02         | 42.50%               |
| Custodial Supplies                  | 2,000.00          | 245.57              | 1,097.46         | -                           | -                 | 902.54            | 54.87%               |
| Non-Budgeted New Equipment          | -                 | 4,305.00            | 4,927.65         | -                           | -                 | (4,927.65)        |                      |
| Security                            | 5,500.00          | 771.75              | 3,535.85         | -                           | -                 | 1,964.15          | 64.29%               |
| Utilities                           | 37,000.00         | 4,878.09            | 28,875.46        | -                           | -                 | 8,124.54          | 78.04%               |
| Yard Maintenance                    | 4,000.00          | 3,234.57            | 9,747.99         | -                           | 2,500.00          | (3,247.99)        | 181.20%              |
| <b>TOTAL PROPERTY</b>               | <b>104,000.00</b> | <b>16,475.08</b>    | <b>93,403.29</b> | <b>-</b>                    | <b>22,498.00</b>  | <b>33,094.71</b>  | <b>68.18%</b>        |

| Item                               | 2024 Budget      | September 2024 Exp. | YTD Exp.        | Sep. 2024 Designated Income | YTD Desig. Income | Balance of Budget | % of Budget Used YTD |
|------------------------------------|------------------|---------------------|-----------------|-----------------------------|-------------------|-------------------|----------------------|
| <b>WORSHIP</b>                     |                  |                     |                 |                             |                   |                   |                      |
| Advent & Lenten Devotionals        | 50.00            | -                   | -               | -                           | -                 | 50.00             | 0.00%                |
| Attendance Forms                   | 200.00           | -                   | -               | -                           | -                 | 200.00            | 0.00%                |
| Banners                            | 400.00           | -                   | 596.00          | -                           | -                 | (196.00)          | 149.00%              |
| Bulletins Stock                    | 1,500.00         | -                   | 670.00          | -                           | -                 | 830.00            | 44.67%               |
| Cantata                            | 2,000.00         | -                   | 175.00          | -                           | -                 | 1,825.00          | 8.75%                |
| Daily Bread-Upper Room, Etc.       | 400.00           | -                   | 115.20          | -                           | 100.00            | 384.80            | 3.80%                |
| Music Supplies                     | 1,000.00         | 187.80              | 243.83          | -                           | -                 | 756.17            | 24.38%               |
| Organ/Piano Maintenance            | 600.00           | 375.00              | 1,135.00        | -                           | -                 | (535.00)          | 189.17%              |
| Pulpit Supply                      | 900.00           | -                   | 300.00          | -                           | -                 | 600.00            | 33.33%               |
| Worship - Misc. (includes flowers) | 3,000.00         | 708.86              | 2,980.86        | 45.00                       | 332.00            | 351.14            | 88.30%               |
| <b>TOTAL WORSHIP</b>               | <b>10,050.00</b> | <b>1,271.66</b>     | <b>6,215.89</b> | <b>45.00</b>                | <b>432.00</b>     | <b>4,266.11</b>   | <b>57.55%</b>        |

|                       |                   |                  |                   |               |                  |                   |               |
|-----------------------|-------------------|------------------|-------------------|---------------|------------------|-------------------|---------------|
| <b>OVERALL TOTALS</b> | <b>531,600.00</b> | <b>53,327.85</b> | <b>391,957.01</b> | <b>874.00</b> | <b>32,529.99</b> | <b>172,172.98</b> | <b>67.61%</b> |
|-----------------------|-------------------|------------------|-------------------|---------------|------------------|-------------------|---------------|

**GENERAL ACCOUNT**

**Citizens Bank & Trust -- Business Checking Account #2500711401**

|   |                 |
|---|-----------------|
| Beginning Balance as of September 1, 2024 | 4,711.05        |
| Total Income for September 2024           | 26,662.86       |
| Transfers from other accounts             | 28,805.00       |
| Transfers to other accounts               | (20.00)         |
| LESS Total Expenses September 2024        | (53,789.86)     |
| Current Balance as of September 30, 2024  | <u>6,369.05</u> |

**Cash Flow Report - September 2024 - General Account**

**INCOME**

|                |                  |
|----------------|------------------|
| Non-Designated |                  |
| Pledged        | 9,462.00         |
| Non-Pledged    | 15,931.00        |
| Total          | <u>25,393.00</u> |

**Designated**

|  |                  |
|--|------------------|
| Pledged                                    | -                |
| Non-Pledged                                |                  |
| To Budgeted Line Items                     | 874.00           |
| To Non-Line Items                          | -                |
| Loose Plate Cash                           | 375.86           |
| Desig. Other Accts. (Online Contributions) | 20.00            |
| Transfers from other accounts              | 28,805.00        |
| Total                                      | <u>30,074.86</u> |

**TOTAL SOURCES OF FUNDS** 55,467.86

**EXPENSES**

|                             |                  |
|-----------------------------|------------------|
| Budgeted Line Items         | 53,327.85        |
| Non-Budgeted New Equipment  | -                |
| Non-Budgeted - No Line Item | 462.01           |
| Transfers to other accounts | 20.00            |
| <b>TOTAL USES OF FUNDS</b>  | <u>53,809.86</u> |

**NET CHANGE IN FUNDS** 1,658.00

**Summary of Pledged and Non-Pledged Income**

**September 2024**

2024 Pledges: 164,028.00  
 2024 Budget: 531,600.00

|                  | Pledged           | Non-Pledged       | Stock Donation | Total             |
|------------------|-------------------|-------------------|----------------|-------------------|
| January *        | 61,433.00         | 14,839.00         | -              | 76,272.00         |
| February         | 39,139.00         | 6,915.00          |                | 46,054.00         |
| March            | 10,585.00         | 18,159.00         |                | 28,744.00         |
| April            | 10,772.00         | 21,904.00         |                | 32,676.00         |
| May              | 10,152.00         | 26,953.00         |                | 37,105.00         |
| June             | 14,736.00         | 16,860.00         |                | 31,596.00         |
| July             | 11,033.28         | 23,067.00         |                | 34,100.28         |
| August           | 10,232.00         | 9,972.00          |                | 20,204.00         |
| September        | 9,462.00          | 15,931.00         |                | 25,393.00         |
| October          |                   |                   |                | -                 |
| November         |                   |                   |                | -                 |
| December         |                   |                   |                | -                 |
| <b>TOTAL YTD</b> | <b>177,544.28</b> | <b>154,600.00</b> | <b>-</b>       | <b>332,144.28</b> |

*% of 2024 Pledged Income received as of 09/30/2024* 108.24%  
*% of 2024 Budget received as of 09/30/2024* 62.48%

\* *January Pledged Income contains  
 2024 pledged income given in 2023*

**BUILDING/CAPITAL FUND**

**Citizens Bank & Trust -- Business Money Market Account #2500061601**

|   |                  |
|---|------------------|
| Beginning Balance as of September 1, 2024 | 12,153.57        |
| Income                                    | 100.00           |
| Transfer To/From Other Accounts           | -                |
| Interest Income                           | 1.00             |
| Current Balance as of September 30, 2024  | <u>12,254.57</u> |

**RESERVE OPERATING ACCOUNT**

**Citizens Bank & Trust -- Business Money Market Account #2500065901**

|   |                  |
|---|------------------|
| Beginning Balance as of September 1, 2024 | 70,759.27        |
| Deposit to Reserve Operating Account      | -                |
| Interest Income                           | 6.69             |
| Transfer from Operating Account           | -                |
| Transfer to Operating Accounts            | (26,305.00)      |
| Current Balance as of September, 2024     | <u>44,460.96</u> |

**YOUTH ACCOUNT**

**Citizens Bank & Trust -- Business Checking Account #2500066701**

|   |                  |
|---|------------------|
| Beginning Balance as of September 1, 2024 | 11,498.87        |
| Income                                    | 20.00            |
| Expense                                   | -                |
| Current Balance as of September 30, 2024  | <u>11,518.87</u> |



**MEMORIAL FUND ACCOUNT**

Citizens Bank & Trust -- Business Savings Account #2500141823

|   |                         |
|---|-------------------------|
| Beginning Balance as of September 1, 2024       | 50,622.52               |
| Income  | 250.00                  |
| Interest Income                                 | 6.35                    |
| Expense   | -                       |
| Transfer to Operating Account                   | (2,500.00)              |
| <b>Current Balance as of September 30, 2024</b> | <b><u>48,378.87</u></b> |

Undesignated (*Not Held In Reserve*) 24,206.07

**HELD IN RESERVE:**

|  |                         |
|--|-------------------------|
| Audio / Visual Upgrades                      | 10,000.00               |
| Cub/Boy Scout Funds from closed account      | 1,328.95                |
| Grace Diner                                  | 2,999.84                |
| Helping Teachers Teach                       | 90.12                   |
| Outreach Projects                            | 90.57                   |
| Peterson Fund for Cong. Concerns/Emerg.      | 5,688.33                |
| Scatter Garden                               | -                       |
| Thursday Morning Women's Bible Study         | 283.99                  |
| Vacation Bible School                        | 2,500.00                |
| Women of the Cloth                           | 250.00                  |
| Worship Team                                 | 941.00                  |
| <b>Current Balance as of August 30, 2024</b> | <b><u>48,378.87</u></b> |

**MERRILL LYNCH STOCK PORTFOLIO**

Current Balance as of September 30, 2024 62.53

**OTHER ASSETS**

|  |                          |
|--|--------------------------|
| MSMcLeod Trust Fund - Market Value                 |                          |
| Balance as of August 30, 2024                      | 457,348.79               |
| Dividends/Interest Income                          | -                        |
| Unrealized Gains / (Losses)                        | 1,853.76                 |
| Net Cash Flow Inflows/Outflows                     | -                        |
| Securities Transferred In/Out                      | -                        |
| <b>Total Other Assets as of September 30, 2024</b> | <b><u>459,202.55</u></b> |

**Amount held in reserve:**

|   |                          |
|---|--------------------------|
| Hartsaw Fund                              | 1,350.00                 |
| Reserve Funding                           | 170,000.00               |
| <b>TOTAL OTHER ASSETS HELD IN RESERVE</b> | <b><u>171,350.00</u></b> |

*Amounts held in reserve are included in the MSMcLeod Trust Fund Balance*

## **ESTABLISHING A CONSENT AGENDA**

### **What belongs on the consent agenda?**

Routine, procedural decisions, and decisions that are likely to be non-controversial.

- Approval of the minutes, clerk's report, staff reports, team reports, and any proposals that the session has been dealing with and all are familiar with the implications.
- Routine matters, such as staff appointments or appointments to teams
- Reports for information only and correspondence requiring no action

### **How are items on a consent agenda handled?**

All reports must be submitted in time for the clerk to have them sent one week prior to the meeting, so that all elders have time to read them, think about them, and pray about them. Any questions for understanding are asked of the person preparing the report prior to the meeting, so as not to take up valuable time in the meeting.

1. Clerk prepares a numbered list of consent items for inclusion in the meeting agenda and includes all pertaining documents and report in the meeting packet. This includes any action items from the teams.
2. At the beginning of the meeting, the moderator asks what items they wish to be removed from the consent agenda for individual discussion. Every request must be honored. Items may be removed for further discussion or to register a vote against the item.
3. As each item is removed (if any) the moderator will open discussion on it immediately.
4. When there are no more items to be removed, the moderator reads the remaining items and states: "If there are no objections, these items will be adopted." After pausing for any objections, the moderator states: "As there are no objections, these items are adopted."
5. When preparing the minutes, the clerk reports what was adopted as part of the consent agenda.

The session should adopt a rule of order to begin using a consent agenda (see sample below)

"A consent agenda may be presented by the moderator after the meeting is called to order. Items may be removed from the consent agenda on the request of any one elder. Items not removed may be adopted by general consent without debate. Removed items will be taken up as they are removed from the consent agenda."

| Item                        | 2025 PROPOSED<br>BUDGET | 2024 Budget      | YTD Expense<br>as of<br>9/30/2024 | YTD Desig<br>Income as of<br>9/30/2024 | Balance of<br>Budget | % of Budget<br>Used YTD |
|-----------------------------|-------------------------|------------------|-----------------------------------|--|----------------------|-------------------------|
| <b>ADMINISTRATION</b>       |                         |                  |                                   |  |                      |                         |
| Business Expenses           |                         | 5,500.00         | 3,747.85                          | -                                      | 1,752.15             | 68.14%                  |
| Contingencies               |                         | 1,300.00         | 817.82                            | -                                      | 482.18               | 62.91%                  |
| Copier Service & Toner      |                         | 6,000.00         | 4,529.96                          | 14.60                                  | 1,484.64             | 75.26%                  |
| Eco Dues / Expenses         |                         | 5,600.00         | 5,426.88                          | -                                      | 173.12               | 96.91%                  |
| Insurance (Prop & Liab)     |                         | 28,000.00        | 12,390.88                         | 2,733.00                               | 18,342.12            | 34.49%                  |
| Office Supplies             |                         | 1,000.00         | 568.08                            | 3.42                                   | 435.34               | 56.47%                  |
| Online Giving Fees          |                         | 4,500.00         | 3,354.42                          | -                                      | 1,145.58             | 74.54%                  |
| Paper                       |                         | 750.00           | 82.94                             | -                                      | 667.06               | 11.06%                  |
| Postage and Delivery        |                         | 3,100.00         | 1,564.96                          | -                                      | 1,535.04             | 50.48%                  |
| <b>TOTAL ADMINISTRATION</b> |                         | <b>55,750.00</b> | <b>32,483.79</b>                  | <b>2,751.02</b>                        | <b>26,017.23</b>     | <b>53.33%</b>           |

| Item                                 | 2025 PROPOSED<br>BUDGET | 2024 Budget     | YTD Expense<br>as of<br>09/30/2024 | YTD Desig.<br>Income as of<br>09/30/2024 | Balance of<br>Budget | % of Budget<br>Used YTD |
|--------------------------------------|-------------------------|-----------------|------------------------------------|--|----------------------|-------------------------|
| <b>CHRISTIAN EDUCATION</b>           |                         |                 |                                    |  |                      |                         |
| Adult Sunday School & Bible Study    |                         | 600.00          | 924.06                             | 851.00                                   | 526.94               | 12.18%                  |
| Children's Church                    |                         | 800.00          | -                                  | -  | 800.00               | 0.00%                   |
| Children's Sunday School             |                         | 600.00          | 1,320.68                           | 612.00                                   | (108.68)             | 118.11%                 |
| Nursery Equipment                    |                         | 200.00          | -                                  | -  | 200.00               | 0.00%                   |
| Vacation Bible School                |                         | 2,500.00        | 1,880.18                           | -  | 619.82               | 75.21%                  |
| Wednesday Warriors                   |                         | 600.00          | 161.11                             | -  | 438.89               | 26.85%                  |
| Youth Sunday School - Breakfast Club |                         | 600.00          | 172.51                             | -  | 427.49               | 28.75%                  |
| <b>TOTAL CHRISTIAN ED.</b>           |                         | <b>5,900.00</b> | <b>4,458.54</b>                    | <b>1,463.00</b>                          | <b>2,904.46</b>      | <b>50.77%</b>           |

| Item                         | 2025 PROPOSED BUDGET | 2024 Budget | YTD Expense as of 09/30/2024 | YTD Desig. Income as of 09/30/2024 | Balance of Budget | % of Budget Used YTD |
|------------------------------|----------------------|-------------|------------------------------|------------------------------------|-------------------|----------------------|
| <b>CONGREGATION CARE</b>     |                      |             |                              |                                    |                   |                      |
| Caring Cooks                 |                      | 500.00      | 737.84                       | 150.00                             | (87.84)           | 117.57%              |
| Other Opportunities for Care |                      | 1,000.00    | 1,259.87                     | 1,000.00                           | 740.13            | 25.99%               |
| <b>TOTAL CONGREGA. CARE</b>  |                      | 1,500.00    | 1,997.71                     | 1,150.00                           | 652.29            | 56.51%               |

| Item                                   | 2025 PROPOSED<br>BUDGET | 2024 Budget     | YTD Expense<br>as of<br>09/30/2024 | YTD Desig.<br>Income as of<br>09/30/2024 | Balance of<br>Budget | % of Budget<br>Used YTD |
|--|-------------------------|-----------------|------------------------------------|--|----------------------|-------------------------|
| <b>FELLOWSHIP</b>                      |                         |                 |                                    |  |                      |                         |
| Coffee, Tea, Sugar, Etc.               |                         | 700.00          | 651.03                             | 4.00                                     | 52.97                | 92.43%                  |
| Congregational Dinners (Includes Wed.) |                         | 1,200.00        | 3,178.75                           | 2,070.97                                 | 92.22                | 92.32%                  |
| Paper Goods                            |                         | 3,000.00        | 1,167.42                           | -  | 1,832.58             | 38.91%                  |
| Special Events                         |                         | 1,500.00        | 1,405.44                           | 224.00                                   | 318.56               | 78.76%                  |
| Tablecloths (Includes Cleaning)        |                         | 700.00          | 111.17                             | -  | 588.83               | 15.88%                  |
| <b>TOTAL FELLOWSHIP</b>                |                         | <b>7,100.00</b> | <b>6,513.81</b>                    | <b>2,298.97</b>                          | <b>2,885.16</b>      | <b>59.36%</b>           |

| Item                                       | 2025 PROPOSED<br>BUDGET | 2024 Budget      | YTD Expense<br>as of<br>09/30/2024 | YTD Desig.<br>Income as of<br>09/30/2024 | Balance of<br>Budget | % of Budget<br>Used YTD |
|--|-------------------------|------------------|------------------------------------|--|----------------------|-------------------------|
| <b>MISSIONS</b>                            |                         |                  |                                    |  |                      |                         |
| <b>Local Funded Missions</b>               |                         |                  |                                    |  |                      |                         |
| Children's Clothing Fund                   |                         | 500.00           | 250.00                             | -  | 250.00               | 50.00%                  |
| Church Service Center                      |                         | 10,000.00        | 5,000.00                           | -  | 5,000.00             | 50.00%                  |
| Good Samaritan Fund                        |                         | 500.00           | -                                  | -  | 500.00               | 0.00%                   |
|  |                         | 12,500.00        | 8,651.01                           | 1,937.00                                 | 5,785.99             | 53.71%                  |
| Hearth Project                             |                         | 1,000.00         | -                                  | -  | 1,000.00             | 0.00%                   |
| Women's Care Center                        |                         | 5,000.00         | 2,500.00                           | -  | 2,500.00             | 50.00%                  |
| Youth Outreach / FCA                       |                         | 1,200.00         | 1,193.48                           | -  | 6.52                 | 99.46%                  |
| <i>Total Local Funded Missions</i>         |                         | <i>30,700.00</i> | <i>17,594.49</i>                   | <i>1,937.00</i>                          | <i>15,042.51</i>     | <i>51.00%</i>           |
| <b>Regional Funded Mission</b>             |                         |                  |                                    |  |                      |                         |
| Disaster / Emergency / Mission Trip Fund   |                         | 5,000.00         | -                                  | -  | 5,000.00             | 0.00%                   |
| ECO New Church Plant                       |                         | 1,000.00         | -                                  | -  | 1,000.00             | 0.00%                   |
| <i>Total Regional Funded Missions</i>      |                         | <i>6,000.00</i>  | <i>-</i>                           | <i>-</i>                                 | <i>6,000.00</i>      | <i>0.00%</i>            |
| <b>Worldwide Funded Missions</b>           |                         |                  |                                    |  |                      |                         |
| Missionary, Dr. Bill Brown - Xiamen, China |                         | 2,500.00         | 1,250.00                           | -  | 1,250.00             | 50.00%                  |
| Operation Christmas Child                  |                         | 300.00           | -                                  | -  | 300.00               | 0.00%                   |
| <i>Total Worldwide Funded Missions</i>     |                         | <i>2,800.00</i>  | <i>1,250.00</i>                    | <i>-</i>                                 | <i>1,550.00</i>      | <i>44.64%</i>           |
| <b>TOTAL MISSIONS</b>                      |                         | <b>39,500.00</b> | <b>18,844.49</b>                   | <b>1,937.00</b>                          | <b>22,592.51</b>     | <b>42.80%</b>           |

| Item                       | 2025 PROPOSED BUDGET | 2024 Budget | YTD Expense as of 09/30/2024 | YTD Desig. Income as of 09/30/2024 | Balance of Budget | % of Budget Used YTD |
|----------------------------|----------------------|-------------|------------------------------|------------------------------------|-------------------|----------------------|
| <b>PERSONNEL</b>           |                      |             |                              |                                    |                   |                      |
| Pastor's Pension & Medical |                      | 12,026.00   | 8,167.82                     | -                                  | 3,858.18          | 67.92%               |
| Payroll Expenses           |                      | 295,774.00  | 219,871.67                   | -                                  | 75,902.33         | 74.34%               |
| <b>TOTAL PERSONNEL</b>     |                      | 307,800.00  | 228,039.49                   | -                                  | 79,760.51         | 74.09%               |



| Item                                | 2025 PROPOSED<br>BUDGET | 2024 Budget       | YTD Expense<br>as of<br>09/30/2024 | YTD Desig.<br>Income as of<br>09/30/2024 | Balance of<br>Budget | % of Budget<br>Used YTD |
|-------------------------------------|-------------------------|-------------------|------------------------------------|--|----------------------|-------------------------|
| <b>PROPERTY</b>                     |                         |                   |                                    |  |                      |                         |
| Audio / Visual Equipment / Software |                         | 5,500.00          | 3,969.90                           | -  | 1,530.10             | 72.18%                  |
| Building Maintenance                |                         | 50,000.00         | 41,248.98                          | 19,998.00                                | 28,749.02            | 42.50%                  |
| Custodial Supplies                  |                         | 2,000.00          | 1,097.46                           | -  | 902.54               | 54.87%                  |
| Non-Budgeted New Equipment          |                         | -                 | 4,927.65                           | -  | (4,927.65)           |                         |
| Security                            |                         | 5,500.00          | 3,535.85                           | -  | 1,964.15             | 64.29%                  |
| Utilities                           |                         | 37,000.00         | 28,875.46                          | -  | 8,124.54             | 78.04%                  |
| Yard Maintenance                    |                         | 4,000.00          | 9,747.99                           | 2,500.00                                 | 3,247.99             | 181.20%                 |
| <b>TOTAL PROPERTY</b>               |                         | <b>104,000.00</b> | <b>93,403.29</b>                   | <b>22,498.00</b>                         | <b>33,094.71</b>     | <b>68.18%</b>           |

| Item                               | 2025 PROPOSED<br>BUDGET | 2024 Budget      | YTD Expense<br>as of<br>09/30/2024 | YTD Desig.<br>Income as of<br>09/30/2024 | Balance of<br>Budget | % of Budget<br>Used YTD |
|------------------------------------|-------------------------|------------------|------------------------------------|--|----------------------|-------------------------|
| <b>WORSHIP</b>                     |                         |                  |                                    |  |                      |                         |
| Advent & Lenten Devotionals        |                         | 50.00            | -                                  | -  | 50.00                | 0.00%                   |
| Attendance Forms                   |                         | 200.00           | -                                  | -  | 200.00               | 0.00%                   |
| Banners                            |                         | 400.00           | 596.00                             | -  | (196.00)             | 149.00%                 |
| Bulletins Stock                    |                         | 1,500.00         | 670.00                             | -  | 830.00               | 44.67%                  |
| Cantata                            |                         | 2,000.00         | 175.00                             | -  | 1,825.00             | 8.75%                   |
| Daily Bread-Upper Room, Etc.       |                         | 400.00           | 115.20                             | 100.00                                   | 384.80               | 3.80%                   |
| Music Supplies                     |                         | 1,000.00         | 243.83                             | -  | 756.17               | 24.38%                  |
| Organ/Piano Maintenance            |                         | 600.00           | 1,135.00                           | -  | (535.00)             | 189.17%                 |
| Pulpit Supply                      |                         | 900.00           | 300.00                             | -  | 600.00               | 33.33%                  |
| Worship - Misc. (includes flowers) |                         | 3,000.00         | 2,980.86                           | 332.00                                   | 351.14               | 88.30%                  |
| <b>TOTAL WORSHIP</b>               |                         | <b>10,050.00</b> | <b>6,215.89</b>                    | <b>432.00</b>                            | <b>4,266.11</b>      | <b>57.55%</b>           |