

Administrative Board Meeting January 21, 2018

Incoming Board Chairperson, Bill Daniels, welcomed everyone and called the meeting to order at 6:30 p.m. A reminder was given to sign in and pick up all handouts for the meeting.

LOVING

John Duncan provided the devotion. John gave the group a bible verse – John 14: 12-14 – as a seed for the new administrative board year. John closed the devotion with a prayer.

LEARNING

Bill took a moment of personal privilege to say thank you to Jay Jeffries and others who rolled off the administrative board. He welcomed and spoke about their task of representing the church body to the new and returning members. Bill announced that a new business item, affirming the updated Safe Sanctuary Policy, had been added to the agenda.

The group recited the church's vision statement. Rev. Suddarth reviewed the Covenant Scoreboard.

The minutes from the November 5, 2017 meeting distributed to the board via email for review. Bill asked for corrections and/or additions. None being heard, Marolyn Howe moved that the minutes be accepted as written. Debbie Johnson seconded the motion. The motion passed by unanimous voice vote.

Rev. Suddarth began discussions on the book Living as United Methodist Christians by Andy and Sally Langford. The book was passed out at the training session in early January 2018. Points from Chapter 1 were discussed and reviewed.

Rev Suddarth announced that the Bishop is coming to our region on January 29, 2018 at 6:00 p.m. at Bartlett United Methodist Church. He will be talking about changes and happenings in the region. All laity is invited to attend.

LEADING

Administrative Reports

2018 Budget Update – Don Gary

Don gave a brief budget history. In December 2017, the committee was facing a \$300,000.00 deficit and after many hours of work, cut that deficit in half. The 2018 proposed budget totals \$2,645,992.00 with estimated income of \$2,487,052.00. This still left a deficit budget of \$159,000.00. The finance committee wants to take a step in faith that the congregation will rise to meet the need. The committee is committed to be more transparent to the congregation and let them know of the shortfalls. Don brought the recommendation from the Finance Committee for the approval of the \$2,645,992.00 budget and that Rev. Atkinson bring the issue up to the congregation for their help in covering the anticipated shortfall amount.

Treasurer's Report – David Jackson

Cash balances offered were for accounts reconciled as of December 31, 2017. Total cash balance of all accounts: \$735,833.19. The \$85,000.00 loan from the Memorial Fund has been repaid in full. Specific balance information is as follows:

- General Fund \$ 27,275.66
- Master's Plan (Bldg. Fund) \$ 6,926.90
- Memorial \$280,640.34
- Preschool \$ 35,926.59
- Youth Fund \$ 51,431.81
- Common Cup \$ 19,765.13
- Mary Louis Cox Fund \$207,697.32
- United Methodist Foundation \$106,169.44
(Mary Louise Cox)

Debt balance is \$4,693,426.76. The balance on the line of credit is \$33,825.61.

The total of the United Methodist Foundation Endowment accounts: \$175,719.08. Specific balance information is as follows:

- General Fund \$ 37,013.26
- Scholarship Fund \$ 12,327.04
- Property Fund \$ 23,668.41
- Mission Fund \$101,135.90
- Worship, Music & Organ \$ 1,574.47

SPRC Report – Nelson Campany

Nelson reported three staff updates. Tammy Crocker resigned 12/17/17 and they hope to have her position filled by the end of February. D.D. Jackson will be retiring March 31, 2018 and they hope to have her position filled before she leaves. Rev. Dane Wood is moving to Baltimore, MD to join his wife Megan.

SPRC has tried to not cut any employees with the revisions that were required with the budget. SPRC is considering one way to help with the \$50,000.00 shortfall - to ask the Bishop and cabinet to not assign an associate pastor to fulfill the last 6 months of 2018. There will be some other cuts to continuing education for the pastors also considered. SPRC will meet on January 30, 2018 to consider these items.

Trustee's Report – John McCarty

Not many changes have been considered by the Trustees. One issue in the House and Grounds committee is to get an inspection on the roof and they will also move forward with some repairs. The Trustees were contacted by the staff to draft a completely new Safe Sanctuary Policy. Rev. Suddarth gave an overview of the committee's work on the changes and revisions of the new policy. Please see the Fact Sheet on page 12 of the attached new policy for an overview of the updates.

Peace Tree UMC Update – Kristofer Roof

Kristofer gave us the vision, mission statement and values of Peace Tree. Peace Tree started as a mother/daughter church planting relationship that would last for 3 years. The 3 year period ends June 30, 2018. Peace Tree has taken steps to charter as their own United Methodist congregation. They are already incorporated with the state and are applying for their EIN and to be included in the group ruling that the denomination has for the tax exempt status. They are financially healthy and are paying apportionments.

The first operating budget was proposed and accepted at \$145,000.00. February 4, 2018 they will be celebrating their Founder's Day. They have 6 weekly house groups and they reach 75 people through those groups. Other activities reach an additional 35 so they reach over 100 people per month. Average Sunday worship attendance for 2017 was 55 and so far in 2018 their average is 80 people.

On a personal note, his family is healthy and happy, they just bought a house in Collierville and he goes before the board for ordained ministry with the hope that he will be ordained in June 2018.

Pastor's Report – David Atkinson

Rev. David Atkinson started by wanting to clarify that he knew we had to be careful going forward with the budget needs to not make friends into enemies. The attitude needs to stay that we are all in this together and we will find a solution together.

He addressed the group regarding the capital campaign concerning debt retirement beginning this spring. We are initiating a capital campaign because the Finance Committee felt that we are now in our best environment to make an "ask" to retire the indebtedness in the life of our church and to help sustain the Endowment Funds. It will also help reduce the load of our debt to the annual budget. The committee also wants to lower the principal on our indebtedness which will also lower our annual budget expenses. If we can find that spot where we can manage the debt retirement with our annual budget and reduce the principal with the capital campaign fund, we may see the issues that we are now facing financially could not be as dire as it feels – because we really haven't addressed paying off that debt since the Master's Plan previously ended. He hopes that the campaign will be well received and the church family will respond and support the capital campaign.

NEW BUSINESS

Bill addressed the board and reminded them that the Finance Committee had recommended the **2018 budget** earlier in the meeting and asked for discussion and debate. Hearing none, the 2018 budget was approved by a unanimous voice vote.

Council On Ministries Goals – Marie DeLockery

Marie explained the process of setting the COM goals. They will be developing their goals at their February 5, 2018 meeting.

Bill addressed the board again and reminded them that the Trustees have recommended the new **Safe Sanctuary Policy** earlier in the meeting and asked for discussion and debate. Hearing none, the Safe Sanctuary Policy was unanimously affirmed by voice vote.

No further new business was heard from the floor.

Bill reminded the board to look at the calendar for upcoming dates. Rev. Dane Wood closed the meeting with a thank you for the group's service and a prayer. The meeting was adjourned at 8:20 p.m.

Respectfully submitted,

Michelle Taylor
Recording Secretary