

**Opening Prayer:** Jay Carnes

**Presenting Committee Chairs**

---

Trustees – John Szabo	Finance – Cal Cobb	Children’s Ministry – Amanda Morgan
SPRC – Marci White	Admin – Anne Weinberg/Jay Carnes	Outreach – Bethany Graham (not in attendance) Youth – Paul Bonner

**Committee Chair Reports:**

---

Trustees Committee – John Szabo:

1. Sunday Morning Worship Activities:
  - a. Currently in person Sunday Morning Worship capacity is set at 150 utilizing online registration. Walk ups are welcome.
    - i. Social Distancing is practiced, and masks are still required.
    - ii. Attendee’s list is maintained for contract tracing. Also notating where people sit takes place incase contact tracing is required.
    - iii. Worship’s Covid mitigation practices have been informed by CDC guidelines and Franklin Covid levels.
  2. Facilities Updates:
    - a. In person meetings are taking place at the church with a max capacity of 25 attendees and attendees lists maintained.
    - b. Currently 8 different groups are meeting on the CUMC campus. Using the upstairs, sanctuary level, of the building.
  3. Maintenance:
    - a. Trustees are working through process of replacing some of the HVAC units as they have reached the end of their functional life.
    - b. The west side of the church has been repainted to make it more compatible with a new butterfly garden being installed in loving memory of Janet Charlton.
    - c. Trustees is in the process of assessing technical assets and needs to support online worship opportunities now and in the future.

Finance Committee – Cal Cobb:

1. Financial Update:
  - a. Revenue 307K. Expense 241K. Leaving a Net Income 66K. All numbers listed are approximates.
  - b. Mortgage Balance 368K. Unrestricted funds 311K. Unrestricted funds 850K.
  - c. Revenue numbers do include some large one-time realizations(donations).
2. Comprehensive Financial Planning
  - a. Finance and Trustees committees are working closely to develop a comprehensive financial plan in May.

- b. The focus of this plan will be to look at Non-Operating cash needs for building maintenance. Things such as HVAC replacement/maintenance Needed technical assets for hybrid worship offerings.
  - c. This plan to be presented to entire Administrative Council in August.
- 3. Endowment Charter Revision
  - a. Finance has worked through updates to the churches Endowment Charter. Specifically updating the language relating to how bequests can be restricted.
  - b. Developing procedures to limit comingling of restricted and unrestricted funds.
  - c. New guidelines on how funds can be dispersed. To not draw down principal investment.
  - d. Setting up procedures on how funds can be liquidated in the event of church closing.
  - e. The original Endowment Charter was set up with a guy named Phil from the UMC Foundation.
  - f. \*\*\*Vote Taken\*\*\* Endowment Charter Revision Passed. See Appendix A for more details on revision, details provided by Mike Deweese.

Outreach Committee – Report by Bethany Graham – Delivered by Anne Weinberg

1. Outreach completed the new church webpage. With new functionality and enhancements.
2. May’s Outreach focus will be Center for Living and Learning.
3. Habitat for Humanity’s build day has moved to May 22<sup>nd</sup>.
4. Project Transformation is needing volunteers to read with children via zoom in July. If you have questions, please reach out to Bethany.

Staff Parish Relations Committee – Marci White

1. Appointments have been made CUMC will see no changes.
2. Currently looking for pianist. Jonathan Vest filling in for now.
3. Ministry staff completed goal setting session with Gary Minor.
4. Summer youth intern was approved.
5. SPRC working on updates to staff handbook.

Children’s Ministry Committee – Amanda Morgan:

1. Love One Another signs have been distributed to children’s ministry families.
  - a. Sign success has led to requests for signs from others in the church.
  - b. Signs modeled after Miss Shirley’s flower crown and “Love One Another” campaign.
2. Childrens Ministry is working on returning to age level programming. With Covid protections in place.
3. Ms. Aimee’s Sunday Morning Morning Show has been well received.
4. Family Lenten activity bags were distributed and saw high engagement.
5. New worship bag station for Sunday Mornings has been created and will also follow Covid protocols.
6. Upcoming projects – Dedicated space for families with young children.

Youth Ministry – Paul Bonner:

1. Winter retreat was successful.
2. The youth summer intern has been selected – Sara Keeton.
3. Youth Ministry is currently hosting regular Sunday Night gatherings.
  - a. Gatherings are hosted in main sanctuary where social distancing can be practiced easily.
4. The youth are looking to go to Ocoee Center for Summer retreat.
5. Safe Sanctuary Revision.

- a. Youth Ministry is working on an update to the Safe Sanctuary policy. Specifically looking at updates to electronic communication with youth. They will be taking the revisions to Trustees for review soon.

Worship Update – Adam Kelchner:

1. Currently a prerecorded worship service is published at 8:15 on Sunday mornings and remains available for on demand worship throughout the week.
  - a. During the 9-10 hour is for Sunday School to take place. As of right now 1 SS class is meeting on campus.
  - b. Sunday Morning’s in person worship starts at 10:30 is live and not streamed or recorded.
    - i. Lead Team Recommendation is to keep current schedule until 1) we outgrow capacity, and a second service is needed. 2) End of the summer.
    - ii. By the end of the summer technical capacity and confidence in production should allow for live streaming of any service.
    - iii. \*\*\*Vote Taken\*\*\*For an 8-week trial period in September & October. Once trial period has ended decision to be made on continuing the early service.

Administrative Update – Jay Carnes:

1. Administration is looking to complete a peer review survey.
  - a. They would like to poll the church audience on comfort level of coming back to in person worship and how to do it effectively.
  - b. Would like to know if people want to come back.
  - c. If you would like to submit questions to ask in the church member survey, please submit questions to Jay (jayccarnes@gmail.com) by Monday May 10<sup>th</sup>.

**Closing Prayer:** Adam Kelchner

**Next Meeting:** Tuesday, August 24<sup>th</sup>, 7PM

Attendees List:

---

Anne Weinberg	Adam Kelchner	Jonathan Pike
Amanda Morgan	Janice Boyko	Patrick Allen
John Szabo	Thomas Hanks	Karen Middlebrooks
Mark Price	Paul Bonner	Bryan Richardson
Marci White	Jay Carnes	Kent McNish
Mike Deweese	Steve Middlebrooks	Matt Cox
Cal Cobb	Cindy Watson	

## Appendix A:

---

More specific details on the Endowment Charger revisions that were passed on 4/20/21. The listing of revisions below were provided directly by Mike Deweese:

- We restructured committee members that must attend monthly meetings. Before we had 11 of us per charter that had to come to all Endowment meetings. We changed it so that the endowment committee members established by Lay Leadership (6 of them) can do most of their business without the rest of us. The remaining attenders were changed to "Additional Oversight Members" (Chair of Finance, Chair of Trustees, Church Treasurer, Lead Pastor, and Business Administrator). We just attend meetings when we make decisions on distribution of funds from the general endowment account, if we are going to suggest changes/revisions to the endowment charter, or liquidate the endowment.
- We set-up a structure so that Frank Evans type endowment funds can exist as sub-charters in the Christ UMC general endowment. This structurally lines up better with how funds are actually managed at the UMC Foundation. We have one main charter with the ability to serve several sub-charters for designated funds like Evans. We cleaned up language so that the Evan charter fit that structure better. We also set up a structure for future designated endowment sub-accounts like Evan's Fund to be added.
- We put a dollar amount of a minimum of \$50,000 for designated accounts like Evans Fund, where a person wanted to control how and when money was distributed. These accounts would require the church and donor would set up provisions for the donations usage prior to the bequest being received. We put a dollar limit to avoid having too many designated accounts with differing distribution guidelines. The theory was to improve financial management and ease for church and also to make sure funds did not sit dormant in an account due to odd distribution requirements by a donor.
- We added a guideline for maximum years of existence of a donor designated "large size" sub-account of 10 years. We left guidelines such that the endowment committee can continue donor designations if they wished.
- We added a ministry designations section for donations under \$50,000 that person could designated one or more of the following: Property & Grounds, Music/Worship, Youth/Children Ministry or Outreach Ministry. Where funds are spent in those areas that the donor wants but distribution frequency would be controlled by the general endowment charter's guidelines.
- We added cleaned up language of how to reject a donation if needed.
- We established guidelines for determining the level of distribution allowed generally each year and when that should be done each year of undesignated funds in the General Endowment account.
- We add additional language to clarify how we would handle the following: merger, consolidation or dissolutions of the General Endowment fund due to the church doing one of those items.

- We added a section if the church wanted to liquidate the General Endowment Fund not due to us closing or merging. This section establishes a high bar requirement and specific guidelines that must be followed that maximizes the number of leadership that must be supportive. Prior charter was vague and it was unclear who were the decision makers for a liquidation. This was just meant to provide structure where it was lacking in the past basically.