

King of Peace MCC

Board of Directors Meeting Minutes

Tuesday, May 18, 2021, via Zoom

Establishing a Quorum: Present: Board Members Susan Burhouse, Jeanne Scanlon, Susan McGrath, Ray Simms, Ian Gomez, Bob Pope and Rev. Renae Phillips. Also attending: Denise Straub, Pam Hayes, Chris Soucy, Dana Broadway, Kathy Moll, Fred Gonzalez, Rob Pressrich, Bob Estranda, Dwayne Shepherd, Ron Hill, and Valeria Travis.

Opening Devotion and Prayer: Rev Renae lead the group in a devotion, followed by the opening Prayer.

Meeting Called to Order: With a quorum present, Rev. Renae called the meeting to order, with Jeanne reciting the Board of Director's Covenant of Leadership. Ray would serve as Timekeeper, and Bob as the Clerk.

Consent Agenda: The clerk's report of the minutes of the April Board meeting, was received prior to the meeting, Jeanne moved and Ray Seconded the approval of the minutes. The motion passed unanimously.

The Pastor's report was received prior to the meeting, and Ray moved, and Bob Seconded, the approval of the report. The motion passed unanimously.

The February Financials were received prior to the meeting, and Jeanne moved, and Susan McGrath Seconded, the approval of the financials, and the motion passed unanimously.

The March Financials were received prior to the meeting, Bod moved, and Jeanne Seconded, to approve the financials for March, and the motion passed unanimously.

There was a discussion concerning the need to consider the hiring of a new accounting firm, and Susan Burhouse cautioned the group to move slowly on this matter because such a move was not an easy task. It was reiterated that the problem with the current accounting firm was that we never receive the financials for the immediate past month, and we were always behind in reviewing our accounts. Susan Burhouse advised the board that she does go online and views the various accounts of the church and is able to report the current status. The question was asked "Why does the church need to hire an independent accounting firm when we have such a competent retired CPA as our treasurer?" Susan Burhouse presented several reasons, including conflict, as well as the fact that she was not able to do such work, because she does not have the necessary software to accomplish the mission. Plus, she was not interested in entering into this full-time position.

Susan Burhouse reported that currently we are spending \$1652 per week more than we are taking in, with a loss per month of \$17,159. With \$58,795 in the bank, coupled with the current income anticipated, we should be able to operate the church until the end of this fiscal year.

Old Business: Rev Renae reported that we had received our second PPP loan from Iberia Bank, via the SBA (Small Business Administration) in the amount of \$44,522. In addition, Rev. Renae reported that she and Treasurer Susan Burhouse had completed the application for the forgiveness of the first PPP loan, and it has been submitted, with a report expected within 60 days.

The Sub-Committee on the budget met on Sunday, and finalized its review of the finances of the church. Because of the PPP loans, no reduction in salaries could be made, and such a reduction, if made, would require the church to repay that portion of the loan.

Susan Burhouse reported the following: As to Income, the revised budget would set the expected pledge income at \$126,519 (a reduction from the current budget of \$254,000). As to the Plate income, the revised budget would set this amount at \$106,037, (an increase from the current budget figure of \$90,000). The total Income statement for the year would be reduced from \$388,000 to \$242,706.

As to Expenses, the following broad categories were submitted: Mission: From \$12,000 down to \$5,000. Discipleships, from \$1,700 down to \$300. Caring (which includes the Associate Pastor) from \$21,010 down to \$18,160. Worship (which includes the Music Ministry) from \$68,097 down to \$59,142.

Former Pastor: from \$28,041 to \$10,267 (primarily reduced because the original budget for this category was through 4/30/21, and Rev Candace left 2/15/21.) Interim Pastor, increased from \$38,952 to \$51,125 (primarily because Rev Renae began working 2/16/21, two and a half months prior to the date suggested in the original budget, 5/1/21.) Board Discretionary: Reduced from \$500 to \$100.

Building Overhead: Reduced from \$78,500 to \$68,950 (The actual reduction was some \$16,000 more, but the revision provided for a new line item, Transition, which should cover some costs in moving, storing, etc. upon vacating of the current church building.) Administration: Reduced from \$97,300 to \$86,912. UFMCC: Reduced from \$42,300 to \$27,156.

With the above revision, it is anticipated that at the end of the fiscal year the church will be in the red by some \$84,506. This amount will be reduced by the PPP loan of \$44,522, and we will need to transfer \$39,984 from the Board Reserve Fund to make up the difference.

A hearty thanks go to the members of this sub-committee, Susan Burhouse, Ray, Jeanne, Rev. Renae and Bob. Upon Motion by Bob to approve the Revised 2021 Budget, seconded by Ian, and passed unanimously. It was noted that with an increase of \$40,000 in pledges for this year, we would be able to balance the budget.

A copy of the Revised Budget has been made a part of these minutes and is included as an addendum.

Item: Opening of the Church for In-House Worship. Rev. Renae shared with the board the procedures for the opening of the church and shared the challenging work of the committee on this matter, especially Jeremiah, Rev Craig and Tim Uber, with lots of assistance from Rob Pressrich and Bob Estrada and Ray Simms. A limited number of attendees will be allowed, 55 for first service, and reservations must be made (including the board). Masks will be used, and the congregation will be exercising social distancing. As of this meeting, Tim reported that 50 folks had made reservations, so the total number is almost maxed out. The congregation is encouraged to exercise compassion and a degree of flexibility. You may not be seated in your 'usual' seat, you will be asked to keep the mask on, some might arrive without reservations, and all should know that we are trying to protect the members and friends of KOP as we move through this pandemic. The board expressed great relief, and excitement on the opening of the church for worship.

Sale of Property: The buyer requested a two-week extension of the 45-day investigative period and would allow the church an additional two weeks rent-free after closing (for a maximum of 74 days). The Agreement was signed by Ian Gomez as Vice Moderator, and was based upon the buyer's desire to obtain the approval of the City of St. Petersburg for affordable housing assistance prior to moving forward.

Ian also indicated we had received a letter from the attorney for the buyer as to current easements on the property. Three easements were mentioned, one is not an issue, but two present problems, one with Duke Energy presents the greatest problem, and the buyer wants this easement removed. Ian explained his research and conversations with attorneys that handle these types of matters, and that Duke is not the easiest party to deal with. After reviewing this situation with the board, Jeanne moved, and Susan Burhouse seconded, to allow Ian and Bob to write to Duke concerning this matter, to investigate the survey to see if there really is an encroachment, and, if necessary, to hire a specialist to represent the church in this matter. Motion passed with one abstention.

Pride Ad: Rev Renae expressed her thanks to Ron Hill for his assistance in getting this up and ready for inclusion in the Pride material.

Emerging Churches: Rev. Renae reported her discussion with Sherrell Parmely concerning the support of our MCC churches in Cuba. All money collected for this project have been expended and transferred to Cuba.

Building Condition: Jeanne reported that all is well, since we have had no rain, and expenses are being held to a minimum.

Facility Search Team: Jeanne reported that KOP has sent letters to a number of local churches inquiring about the availability of sharing space for a limited time. We have had three responses, all negative, but will follow up on these contacts. Angel made contact with a church nearby, and will provide further information. He also visited Free Fall Theatre, who have space, but not interested in renting at this time.

Accounting Firm: Was reviewed earlier in these minutes.

Counting Schedule for Board Members: Shifted this matter to the Executive Session.

Dwayne approached Rev. Renae concerning the Artist Enclave Historical Kenwood. They paid in advanced for a full year of meetings at our church, and had to close down last year due to the Pandemic, they wanted to resume their meetings in June. No problem to this seen by the board.

There being no further business for this open session of the Board, Ray Simms closed us in Prayer at 8:05 pm, and the board excused others, with thanks for attending, and went into an Executive Session, which concluded at 8:41 pm.

Respectfully submitted:

Bob Pope, Clerk