

## **Minutes of the Union Church Finance Committee Meeting on April 14, 2009**

In attendance: Julie Dana, Shelly Fitzgerald, Sue Gawler (Financial Secretary), Nancy Mastromarino, Tony Mastromarino (Chair), Rev. Bill Meyer (Pastor), Alane O'Connor, Frank Sterner, Bob Sutton (Treasurer), Dave Williams.

Tony opened the meeting with a prayer.

The Minutes of the last Finance Committee Meeting on January 20, 2009 were approved as distributed.

Tony distributed a corrected copy of the 2009 Ministry Needs Budget. There was an arithmetic error in the total of the Operating Expenses. Correcting the error increased the Total Expenses projected for the year which was offset by increasing the FaithLine by \$960. A corrected copy dated 04/05/2009 is appended to the Minutes on file in the Church office.

Bob Sutton distributed and reviewed the Treasurer's Report for the first quarter of 2009. In brief, Income for the first 3 months totals \$30,471 which is 86% of budget and Expenses for the same period total \$27,639 which is 79% of budget. Our income exceeds expenses by \$2,819 YTD. The checkbook balance as of March 31, 2009 was \$12,757. Union Church is off to a good start for 2009! Bob was thanked for his efforts together with Kevin Wellenius who is assisting behind the scenes in transitioning to Quick Books. The format of the report was discussed briefly. Ideally, it would be desirable to add an additional column showing the annual budget; Kevin is investigating its feasibility.

A note in the April Newsletter on 'special offerings' asks donors to indicate whether their contribution is to be included as part of their pledged amount or in addition to their pledged amount. It is important to note that in either case, the Financial Secretary, Sue Gawler, reflects those contributions on the quarterly reports. It is also important to educate the congregation on the meaning of a 'pledge'. Traditionally, a pledge is an amount of money a pledging unit promises to contribute toward the general Ministry Needs Budget of the Church, and would not, therefore, include contributions made in response to 'special offerings' or 'special appeals'. Some individuals have been confused on this issue with good reason. An effort will be made during this year's Annual Stewardship Campaign to educate the congregation on this important 'growing edge'.

The discussion led to the identification of several other issues. Shelly asked Sue what percentage of the 56 pledging units are summer folks. Sue agreed to find out and will let us know. Sue raised questions about reporting and tracking 'in-kind donations' in Quick Books, and where the income and expenses associated with the new monthly Senior Lunch program should be reported. It was suggested that the income be reported as Other Revenue (account #5490) and that expenses be attributed to new Program Development (account #8460).

The committee reviewed the Calendar of Church Fundraising Events for 2009. The BBQ Turkey Dinner on August 22 will be coordinated by Horatio and Valerie Castle, and the Christmas Stroll on December 5 will be coordinated by Bobbie Mahler and Kate Garofalo. That leaves the Italian Night on June 13 and the International Flavors potluck dinner on July 18 without coordinators. In the absence of any other

volunteers, Tony and Michael Barrett will assume responsibility for June 13. Efforts are underway to include an organ concert following the dinner if we can secure the services of Tom Mueller. There is ample opportunity to volunteer and Tony requested the committee members to let him know of persons who might be interested.

Tony reported that the 2008 Audit is still in progress. He also noted that Christine Merckens had suggested that the committee consider sponsoring a financial stewardship program. However, this seems to fall under the purview of the Endowment Advisory Committee; Tony will pass that suggestion on to the chair of the Endowment Advisory Committee, BJ Howard.

**The next Finance Committee Meeting will be Tuesday, June 9, 2009 at 7:00 pm.**

The Rev. Bill Meyer closed the meeting with a prayer.

Respectfully submitted,

Tony Mastromarino, Chair