

First Baptist Church
Business Meeting Minutes
January 20, 2021

Due to COVID-19 restrictions the meeting will be held via zoom. Login information is provided below:

Join Zoom Meeting

<https://us02web.zoom.us/j/84238028225?pwd=a1lzWTRXUys4TDVibGReGNyWk1Sdz09>

Meeting ID: 842 3802 8225

Passcode: 044652

One tap mobile

+13462487799,,84238028225#,,,,*044652# US (Houston)

+16699006833,,84238028225#,,,,*044652# US (San Jose)

1. Call to Order – Meeting was called to order by Pastor Blake Inscore at 6:45 PM.

1.1 Minutes from October 14, 2020 meeting are posted on the Church Website.

2. Reports

2.1 Financial Report (*Reports were posted on the Church Website*)

Pastor reviewed the financial overview for October through December 2020 and went through the profit and loss statement. The church continues to maintain expenses below giving. There was a positive cash flow of over \$5,000 for the quarter. Motion made by Jorge Galindo and seconded by Bob Bliesner to accept the finance report. Motion carried.

2.2 Missions

2.2.1 Operation Christmas Child—This year we used the “Build a Box” program through Samaritan’s Purse to complete our boxes. The church was able to produce 73 boxes this year. We will evaluate the program going forward to determine how to best continue this ministry.

2.2.2 Giving Tree—This year we adopted all 40 of the Head Start Families (non-tribal) in our community. We were thankful for the generous donations of the congregation as well as local partners including: Walmart, Rumiano Cheese, Alexandre Family Farms, Community Assistance Network, Safeway and Wild Rivers Community Foundation.

2.2.3 Lottie Moon Christmas Offering for International Missions—Through the generosity of our congregation we received nearly \$1,100 this year for International Missions. This exceeds our customary goal of \$1,000.

2.3 Building & Grounds

Ron Campbell gave a brief update on work being done. New windows on the South side of the Ministry House were installed; there has been some issues with leakage which are being addressed. A new drain, valves, lines, and faucet was installed in the Parsonage. As weather permits work will continue on the Sanctuary windows.

3. Old Business

3.1 Service Update

Pastor addressed the issue regarding in person services in light of the fact that many local churches have returned to meeting. Pastor addressed the concern with Public Health Officer Dr. Rehwaldt and he stated that there has been no change in status, and that no local congregation has been given permission to have indoor gatherings. Dr. Rehwaldt encouraged the Pastor to consider the dual responsibility we as churches face: the spiritual health of our congregation as well as their physical health. Bob Bliesner spoke of his support of continuing to honor the orders of Public Health and protect our members. Jorge Galindo and Julie Winkelmann both echoed Bob's concerns. The consensus of the congregation was to continue as we have with virtual meeting until our local status allows for a change.

4. New Business

4.1 Housing Allowance Agreement 2021 (*form attached*) There are no changes from 2020.

4.2 Salary Reduction Agreement 2021 (*form attached*) SRA was updated for 2021. Pastor has requested that the raise he received in July 2020 be treated as a contribution to his retirement account.

4.3 Health Reimbursement Agreement 2021 (*form attached*) There are no changes from 2020.

Motion was made by Sharel Campbell and seconded by Jorge Galindo to approve the Housing Allowance Agreement, Salary Reduction Agreement, and Health Reimbursement Agreement. Motion carried.

4.4 Updated Check Signers (*letter to Coast Central Credit Union attached*)

By resolution of the assembled body of the First Baptist Church at the Quarterly Business Meeting dated January 20, 2020 the following individuals were duly elected to serve at signatories on the Church's bank accounts with Coast Central Credit Union: *Blanche Buckley, Mark Buckley, Sharel Campbell, Melvin Haggard, Carmen Hollinsead, Blake Inscore, Bob Bliesner*. In addition, the following individual was removed as an authorized signer: *Gay McWhirter*. Motion to approve this resolution was made by Jorge Galindo and seconded by Ron Campbell. Motion carried unanimously.

Meeting was adjourned at 7:35 PM and Jorge Galindo closed in prayer.

Respectfully submitted,

Lenea Inscore, Church Clerk

**YEAR-TO-DATE FINANCE REPORT
January - December 2020**

GENERAL FUND

Beginning Balance	\$	99,178.35
Income	\$	139,286.40
Expenses	\$	132,676.27
Ending Balance	\$	105,788.48
Total Net Income	\$	6,610.13
Budget YTD	\$	129,500.00
Budget Offering YTD	\$	117,815.07
Budget Net Income	\$	(11,684.93)

<u>Income Summary</u>	
GENERAL GIVING	\$ 117,815.07
INTEREST	\$ 2,857.33
PASS-THRU INCOME	\$ 125.00
AAEO	\$ 345.00
LMCO	\$ 1,050.00
CMO	\$ 634.00
DUCKOIL 131	
OCC	\$ 1,350.00
CA DISASTER RELIEF	\$ 575.00
PARSONAGE	
GIVING TREE	\$ 1,935.00
MINISTRY HOUSE	\$ 1,600.00
WOMEN ON MISSION	
TWG-Parking Lot	\$ 3,800.00
DESIGNATED GIVING	\$ 7,200.00
	\$ 139,286.40

*Budget was adjusted 10/1/20 to add a set-aside for Pastor's future health insurance expense. (\$1,650 * 9 = \$14,850)

DESIGNATED FUND

Account Balances

Benevolence	\$ 1,326.93	Men's Ministry	\$ 120.57
Camp	\$ 559.37	Ministry House	\$ 1,500.00
Children's Ministry	\$ 362.66	Mission Development	\$ 6,902.37
General Reserve	\$ 39,142.27	New Equipment	\$ 5,309.12
Health Insurance Set-Aside	\$ 4,950.00	Parsonage Maint	\$ 19,385.22
Health Reimbursement Account	\$ 2,206.41	Property Tax Reserve	\$ 965.57
Insurance, Property	\$ 1,659.03	Remodeling Fund	\$ -
Insurance, Renter	\$ 62.00	Senior Adult Ministry	\$ 451.20
Insurance, Worker Comp	\$ 115.00	Stained Glass Win	\$ 1,482.00
Interest Income	\$ 1,657.33	Women's Ministry	\$ 653.31
General Maintenance	\$ 8,671.71	Youth	\$ 1,832.95
Memorial Fund	\$ 2,514.12		
		Ending Balance	\$ 101,829.14

Total Cash Assets \$ 207,617.62

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02/23/21

Accrual Basis

First Baptist Church - General Fund
Profit & Loss - YTD
January through December 2020

	Jan - Dec 20
5400 · Education & Outreach Expense	
5401 · Literature & Materials	249.90
5421 · Outreach	0.00
Total 5400 · Education & Outreach Expense	249.90
5500 · Worship Expense	
5501 · Music	138.88
5502 · Worship Supplies	369.47
5503 · Worship Equipment	1,859.91
Total 5500 · Worship Expense	2,368.26
5600 · Fellowship Expense	
5601 · Fellowship Supplies	42.53
Total 5600 · Fellowship Expense	42.53
5700 · Facilities Expense	
5701 · General Maintenance	7,829.13
5702 · Parsonage Maintenance	2,545.43
5703 · Ministry House Maintenance	6,295.65
5710 · Janitorial Supplies	556.35
5720 · Utilities Expense	10,899.45
5730 · Property Taxes	2,400.00
5740 · Property Insurance	4,312.00
5741 · Worker's Comp Insurance	290.00
Total 5700 · Facilities Expense	35,128.01
5900 · Pass Through Out	125.00
6100 · Designated Missions Expense	
6120 · AAEO-Annie Armstrong Out	325.00
6121 · CMO-CA Mission Offering Out	634.00
6122 · LMCO-Lottie Moon Christmas-Out	1,000.00
6140 · Disaster Relief-CA - Out	575.00
6145 · Ministry House Out	1,500.00
Total 6100 · Designated Missions Expense	4,034.00
6300 · Designated Funds Out	
6360 · Designated Funds Out	7,200.00
Total 6300 · Designated Funds Out	7,200.00
9000 · Clearing	0.00
Total Expense	132,676.27
Net Income	<u>6,610.13</u>

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02/23/21

Accrual Basis

First Baptist Church - General Fund
Profit & Loss - YTD
 January through December 2020

	Jan - Dec 20
Income	
3000 · General Fund Income	
3001 · General Fund Giving	117,765.07
3002 · General Fund Interest Income	2,857.33
3000 · General Fund Income - Other	50.00
	120,672.40
Total 3000 · General Fund Income	120,672.40
3900 · Pass-Through Income	125.00
4100 · Designated Missions Income	
4120 · AAEO-Annie Armstrong	345.00
4121 · CMO-California Mission	634.00
4122 · LMCO-Lottie Moon Christmas	1,050.00
4130 · OCC-Operation Christmas Child	1,350.00
4131 · Giving Tree	1,935.00
4140 · Disaster Relief - CA	575.00
4145 · Ministry House In	1,600.00
4100 · Designated Missions Income - Other	0.00
	7,489.00
Total 4100 · Designated Missions Income	7,489.00
4300 · Designated Giving	
4360 · Designated Income	7,200.00
	7,200.00
Total 4300 · Designated Giving	7,200.00
4400 · Designated Income	
4410 · TWG - Parking Lot Income	3,800.00
	3,800.00
Total 4400 · Designated Income	3,800.00
Total Income	139,286.40
Gross Profit	139,286.40
Expense	
5000 · General Fund Expense	
5001 · Interest Expense	2,764.95
	2,764.95
Total 5000 · General Fund Expense	2,764.95
5100 · Budgeted Missions Expense	
5101 · Cooperative Program	3,603.00
5102 · NCBA-North Coast Baptist Assoc	450.00
5104 · Wiesners	1,200.00
5105 · CAN-Community Assist Network	600.00
5106 · Manna Worldwide	1,200.00
5130 · OCC-Operation Christmas Child	450.00
5131 · Giving Tree Expense	1,030.97
	8,533.97
Total 5100 · Budgeted Missions Expense	8,533.97
5200 · Pastoral Ministries	
5201 · Salary	38,280.00
5202 · Retirement	18,000.00
5203 · Medical	6,829.00
5204 · Reimbursements	886.08
5206 · Health Insurance Set Aside	4,950.00
	68,945.08
Total 5200 · Pastoral Ministries	68,945.08
5300 · Administration & Support Exp	
5301 · Office Supplies	1,020.84
5302 · Advertising	93.50
5303 · New Equipment	2,050.16
5321 · Benevolence	120.07
	3,284.57
Total 5300 · Administration & Support Exp	3,284.57