

## **Joint Finance/Staff Workshop & Meeting Tuesday Sept. 24, 2019 at 6pm**

Open in Prayer

### **WORKSHOP**

1. Budget Assumptions
  - a. Reduce electric bill- (note: it takes a while for the ac to cool or heater to heat a room. You can't come in for short period of time and turn on. It waste electricity and doesn't cool it down.)
    - i. Limit building usage to Sunday and Wed. Office open on Wed. only. Bible study or other things held during those two days. Use of people's home for small group such as bible study or meetings.
    - ii. Try to limit which rooms used thereby not turning on large units. Ex. WOM or other meetings should meet in one of the classrooms so we only turn that one unit on.
    - iii. Turn off lights and AC in rooms on Sunday after SS ends.
    - iv. Thermostats: Be able to control all thermostats via app so they are scheduled. Lock thermostats so people can't adjust the temp.
  - b. Control credit card use-High cc bills and many items not budgeted. Implement cc policy: Any charges over \$100 must be pre approved by treasurer. All cc charges must be for items in your budget. All items on cc will be charged against your budget. CC must not be given to others to use without pre approval by treasurer.
  - c. Control copier charges-Only print worship folders in color. Print large amount of items, spaced over several months. This saves extra copy fees. Qtr. allotment -4500 color & 7500 b/w. Screened black & white counts toward color charge. Two sided documents count as 2 copies.
  - d. Eliminate funds to purchase food. Have people bring food items. Includes buying donuts for Sunday morning, cakes, pizza, etc. Use creative ways to have different people take turns bringing items.
  - e. Relook at cost to rent building for events. Higher cost for fellowship hall and sanctuary.
2. Explain loan principal not in expenses
3. Review budget totals 2018, ytd 2019, and proposed 2020
4. Proposed 2020 budget by account (some accounts regrouped)

### **MEETING**

#### **Unfinished Business**

- a. CD-Better return to apply additional funds to loan principal than put into CD. Pay additional on principal by: move intra church funds, half monthly income above expenses, move idle designated funds accounts.

#### **New Business**

1. Ice Machine-Possible replacement
2. Repairs to Main Building- Building and Grounds priority list – Building fund-AC repair & window replacement. Intra church mission to help pay for other repairs to main building.
3. Building usage limit
4. Guest Preacher Pay
5. Credit Card Policy
6. Tax exempt
7. Van fund-chg. Van & trailer rental
8. Sell Trailer
9. Approve proposed budget 2020