

**Elizabethtown Church of the Brethren
Church Board Minutes**

December 9, 2019, 6:00 PM, The Gathering Place, Mount Joy

I.	Welcome
II.	Approval of Minutes <ul style="list-style-type: none"> ● November 4 <ul style="list-style-type: none"> ○ Approved via email
III.	Finance Committee Update <ul style="list-style-type: none"> ● Action: To affirm Jim Hoffer to serve on the Finance Committee, replacing Mike Nolt whose term of service is ending. <ul style="list-style-type: none"> ○ Approved via email
IV.	Approval of Pastor Housing Allowance for 2020 <ul style="list-style-type: none"> ● Each year we must approve the \$30,000 IRS housing allowance for the pastors. The IRS requires proof of board approval (by way of a vote included in the board minutes) for the \$30,000 housing allowance for IRS reporting purposes. It is required to be voted on and included in the minutes every year with a copy of those minutes sent to HSI for record-keeping. ● Please note - this \$30,000 is for IRS tax purposes and does not change the pastors' (Greg, Pam, Josh, and Jason) salaries (\$12,000 housing allowance) which we approved at the November board meeting and the fall council. ● Action: To recommend that the IRS housing allowance for 2020 be \$30,000 each for Pastors Greg, Pam, Josh, and Jason. <ul style="list-style-type: none"> ○ Approved via email
V.	Commission Reports
	Christian Ed Commission <ul style="list-style-type: none"> ● Possible new offering project - E-town Bear Bags ● We continue to look for helpers in Sunday School and Children's Church
	Expressions Commission <ul style="list-style-type: none"> ● No report received.
	Nurture Commission <ul style="list-style-type: none"> ● December 15 at 5 pm is the Chili Supper and Christmas Caroling. ● Small groups will be forming in 2020. ● Nurture will be sponsoring a retreat presented by Oasis Ministries "God as Maker." It will be held on Saturday, January 18, 9:30 am - 3:30 pm. It will explore the expression of the Divine Feminine through the Fiber Arts across different cultures. We will engage our creativity through a hands-on knitting project. We will explore the peace and beauty of the contemplative acts of knitting, spinning, and weaving. This is open to both men and women. The cost is \$50 for those who sign up by January 10 through Beth DeGoede. ● Thanks to Rhonda Myers for being the Nurture representative to the church board - we will miss her!
	Resources Commission <ul style="list-style-type: none"> ● Duane Hernley will be the Resources chair for 2020. Carroll Kreider was elected to replace Dick Keesey who has served the six-year term limit. Duane is working on recruiting an appointed member to replace Robert Hoffer who served the maximum 3-year appointed member term. ● A Resources Manual should be completed early in 2020. ● The Safety/Security Team lead by Tim Byerly will become more active in 2020.

- We appreciate the great job Amy Zimmerman is doing as Facilities Manager.
- There will be an announcement in the bulletin on the two Sundays before Christmas indicating that additional parking for the Christmas Eve service and Sunday worship services is available in the College lot across Cedar Street from our parking lot.

Witness Commission

- **Action:** Outreach & Ministry (O&M) Education Fund Distribution
 - An annual allocation of 4% of the fund is earmarked at year-end for use by the Witness Commission in a manner consistent with the guidelines of the fund (as approved by Council).
 - The 2019 O&M Allocation amount was \$25,348. In 2019, \$15,478 has already been invested in outreach and education programs, as previously approved by the Board, leaving a balance of \$9,870. Below is a recommendation from our Witness team on how to share the balance.

Amount	% of Balance	Cause
\$2,000	20%	CWS (a special project in conjunction with Ephrata COB to assist an unaccompanied minor)
\$2,000	20%	Set aside for a speaker next year (John Pavolovitz)
\$2,000	20%	Petra Peace Builders
\$2,000	20%	Brethren Disaster
\$935	9%	Advoz
\$935	9%	Samaritan Counseling (Teen Hope)

- **Approved via email**

Deacon's Report

- No report received.

VI.

Financial Report

1. Review of Income Statement as of 11/30/2019

Through eleven months of the year, operating results are negative, with disbursements exceeding revenues by \$29,665. Last year at this time we were in a positive income position of \$51,090. Revenue to date at the end of November is under budget by \$36,711 (\$754,487 received versus \$791,198 budgeted). Revenue is \$8,109 ahead of where we were a year ago. Regular offerings, at \$695,538, fall short of the budgeted offerings of \$713,281 by \$17,743, and are \$1,214 below last year's amount of \$696,752. A month by month summary of offerings is provided in the graph entitled "ECOB 2019". Note that November giving was strong and above the budgeted monthly giving level. A 5-year history of general fund offerings compared to budgeted offerings is also provided in the graph entitled "ECOB YTD 11/30 COMPARISON." We're in a relatively poorer offerings position thus far in 2019 than in the previous 4 years, except for 2017.

Disbursements through eleven months are under budget by \$7,046 (\$784,152 actual spending versus \$791,198 budgeted spending) and \$88,864 more than last year. Resources spending is over budget by \$20,112 and \$71,687 more than last year, with big increases in spending for janitorial services, landscaping, capital improvements, and the classroom trailer. We have also spent \$10,146 more in Witness/Outreach this year.

Overall, as of 11/30/2019, we are in a net loss position of \$29,665, with income well under budget and expenses slightly under budget. A \$20,000 transfer from the Facility Fund in December will reduce the net loss position to under \$10,000. Expenses are up significantly from a year ago, while income is relatively flat. If December is a very strong giving month, we can make budget and finish

	<p>the year in a positive income position.</p> <p>2. Cash Position and Long-term Investments with the BFI Our cash position at 11/30/2019 is \$547,911. This compares to our cash position a year ago of \$123,814. The large increase in cash is primarily due to Capital Campaign contributions. Just over \$390,000 of this cash is invested in a money market fund.</p> <p>Contributions to the building conduit at 11/30/2019 totaled \$555,210 (\$535,931 so far this year). Total expenses to date have been \$184,506 (\$30,827 paid out of 2017 Resources budget, \$26,549 paid from 2018 surplus funds).</p> <p>The market value of all long-term memorial funds invested with the Brethren Foundation as of 11/30/2019 was \$2,529,532, which is up \$414,097 from the beginning of the year market value of \$2,115,435, reflecting an investment gain, net of expenses, of \$414,097 (a total investment return for the year of approximately 19.6%). Investment results were up in November, with an approximate return of 2.2% for the month. As of 11/30/2019, our portfolio was invested 51% in a Short-term investment fund and 49% in a balanced fund (60% domestic stock fund, 40% bond fund).</p>
VII.	<p>Upcoming Meetings</p> <ul style="list-style-type: none"> ● 01/11/2020 January Retreat Young Center at Elizabethtown College
VIII.	<p>Adjournment</p>

Respectfully submitted,
Alyssa Cross (Church Clerk)
December 9, 2019