

## MINUTES OF THE EXECUTIVE COUNCIL

June 6, 2023

PRESENT – Martha Stone, Cindy Showalter, Terry Hostetter, Charlie Barnett, Jonathan Stone, Kara Stone, Pastor Stone, Kaye Matthews and Carolyn Solomon.

MEETING CALLED TO ORDER at 7:00 PM with an opening prayer by Pastor Stone.

MSC to accept the minutes as printed.

PASTOR'S REPORT – see attached

PASTORAL CARE MINISTRIES – no report

OUTREACH – no report

CONGREGARIONAL ENRICHMENT – Father's Day is June 18 – will give a gift certificate to the oldest father in attendance.

Will get with Kayla regarding purchasing items for the nursery.

EDUCATION – Kaye and Carolyn teach every other quarter – Kara would like to have something for the preschoolers for maybe 3 days – need helpers for Junior church.

HOSPITALITY – did a carry-in on April 30.

PROPERTY - see attached, showing projects completed, projects in process and future projects.

Looking at getting estimates to have a service to take care of the A/Cs – this will be done every six months.

STEWARDSHIP – MSC for the mission offering for July to go to The Crisis Pregnancy Center.

MSC for the mission offering for June to go to Chile.

Ron Haynes and Iris Helmuth audited the books and all was in order.

SERVICE – no report

PASTORAL CARE – no report

FINANCIAL SECRETARY – see attached

TREASURER'S REPORT – see attached

OLD BUSINESS – Pastor will be at Conference July 15-22 – Bob Dillard will be filling the pulpit that Sunday.

NEW BUSINESS - none

MSC to adjourn the meeting at 8:00 PM with a closing prayer by Pastor Stone.

MINUTES OF THE EXECUTIVE COUNCIL

April 4, 2023

PRESENT: Grant Showalter, Jennifer Showalter, Carolyn Solomon, Charlie Barnett, Charles Humm, Terry Hostetter, David Stone, Martha Stone, and Cindy Showalter.

MEETING CALLED TO ORDER AT 7:02 with opening prayer by Pastor Stone

Minutes amended to add Iris Helmuth to Membership committee

PASTOR'S REPORT – see attached

PASTORAL CARE MINISTRIES – see attached

OUTREACH – April 30 will be a carry in dinner for law enforcement Sunday

CONGREGATIONAL ENRICHMENT -

EDUCATION – no report

HOSPITALITY – no report – breakfast after the Sunrise Service

PROPERTY – see attached – will continue work on the property Saturday – making a list as to things that need to be done both inside and outside

a. MSC to get a security system for the school and the church will pay up to \$600.00 toward this security system.

b. MSC That we authorize the Ministry of Property to proceed with the bid to pressure clean

STEWARDSHIP – MSC that the mission offering for April go to Turkey, through the granddaughter of the Barnetts. The May mission offering will go to the rebuilding of the church in Lost Creek, Kentucky.

SERVICE – no report

PASTORAL CARE – no report

FINANCIAL SECRETARY – see attached

TREASURER'S REPORT – see attached

OLD BUSINESS – Auditing of books - Ron Haynes has been contacted

NEW BUSINESS -

a. MSC that if the renter of 2425 Fruitville pays his rent for the year, which he wants to do, that we apply this amount to our mortgage.

b. Daniel Rosales has asked if he could use the Fellowship Hall for morning services. MSC to offer Daniel Rosales the use of the Sanctuary on Sunday evenings.

c. MSC to reimburse Lon for the paint he used to paint the bumper on the parking lot.

MSC to adjourn the meeting at 7:55 PM.

Respectfully submitted,

Carolyn Solomon

## Pastor's Report

First Brethren Church of Sarasota  
Executive Council  
June 2023

### Report on April/May

- I did two new ads for Facebook. More are needed. Also, I wrote an ad for the Showfolks Circus program book. That ad was paid for by a donation.
- I did not landscape more in the prayer garden.

### Goals for June/July

- New ads for Facebook.
- Help with floor waxing.
- Plan a special week for the little kids.

### Weekly Activities February/March

- Sunday worship practice at 8:30 A.M.
- Children Sunday school class helper.
- Sunday 10:00 A.M. worship & live stream.
- Nightly 7:00 online devotional.
- Wednesday Agape School chapel.
- Wednesday youth meeting after school.
- Wednesday Bible Study in-person and on Facebook Live.
- Maintain church web site.
- Hospital and other visits.

### Non-weekly Activities Feb/March

- Executive Council.
- Money wired for the orphanage in Peru.
- Wrote computer scripts for worship.
- Communion service on Palm Sunday.
- Easter sunrise service.
- Met youth at Skyzone.
- Took youth tubing.
- Congregational business meeting.
- Law enforcement potluck.
- Fixed toilet flappers that leaked.
- Arranged for mortgage burning.

### Membership changes

- Dianna Scribner passed away.
- Stephen Yohe passed away.

### Vacation days

- One week.

### Comments

It has been a busy two months with Easter activities and other special events. We are now entering the summer season. I always expect that it will be a little quieter but it usually gets packed full of activities. I am planning to do something special for the children of the Sunday School some week this summer.

Respectfully submitted,

Pastor David

### Old Business

- Decide mission offerings.
- Membership committee.
- General Conference delegates (2 more).
- Pastor at conference July 15-22.
  - Bob Dillard will speak.



## **FIRST BRETHERN CHURCH – PROPERTY MINISTRY UPDATE FOR JUNE 2023**

### **POWER WASHING BY CONTRACTOR**

- On May 13, 2023, the contractor completed pressure washing of the cottage, school, church and church steeple. The initial cost estimate of \$1530 only included the School and the Church. Then we added the cottage and the church Steeple for an additional \$275 for a total cost of \$1805.

### **POWER WASHING BY CHURCH PERSONNEL**

- Pressure washing of the sidewalks around the church, school and miscellaneous items ie; small piers and the front sign, etc. are in progress and about 95% complete.

### **EXTERIOR PAINTING / STAINING & CLEAR COATING BY CONTRACTOR**

- This activity remains on-going as we continue to procure a contractor and pricing to complete this work.

### **INTERIOR FLOOR CLEANING & WAXING BY CHURCH PERSONNEL – (APROX. 7,000 SQ. FT.)**

- Strip and wax the vinyl floor tile within the entire school building. (Including Office area, fellowship hall, all hallways & tile areas within the classrooms)
  - 1 – This work will begin on June 7<sup>th</sup> and 8<sup>th</sup> 2023, in selected areas, such as closets, etc.
  - 2 – The main areas consisting of the school office and fellowship hall are scheduled for June 17<sup>th</sup> through June 24<sup>th</sup> 2023.

### **EXTERIOR DOORS IDENTIFIED AS A PRIORITY**

- Review all other exterior doors for new veneer / replacement / refinishing or painting at the church and school.
  - Due to the current activities already in progress and their potential costs, this activity has been placed on hold and potentially moved into next year's agenda.

### **OTHER GENERAL AND FUTURE ACTIVITIES RECEIVED TO DATE**

- *See attached sheets for an on-going listing of activities that have been observed and/or received for consideration and action.*

**FIRST BRETHREN CHURCH & SCHOOL– GENERAL ITEMS RECEIVED FOR REPAIR /**  
**MAINTENANCE OR REPLACEMENT**

- Clean-up the flower bed in front of the school, between the church and school and install mulch
- Remove the weeds within the school's fenced in Playground area. Following clean-up, grade entire area and replace playground wood material for children's activities.
- Perform edging along the curved sidewalk from the church to the parking area in the front of the church and other areas as required.
- Perform trimming of the existing shrubbery around the church and school. (Required in the spring and fall of the year)
- Clean-up debris and remove weeds within the wooden fence area around the AC units located at the rear of the church
- Perform clean-up to remove excessive pine needles, etc. from various exterior areas around the church, school and parking areas.
- Clean-up area and install additional soil to level and provide proper drainage. This area is carved out between paving areas and used as a student's play area. (Adjacent to where a covered car is currently parked)
- Perform pressure washing of the exterior sidewalks, small masonry columns and clean aluminum front sign and exterior lamps on each side of the sign.
- Repair holes / scratches in the drywall walls within the school and touch-up paint. (Review required)
- Install new soap dispenser in the boys lavatory in the school. (School will provide the soap dispenser)
- Install (2) two new trash receptables in the front of the school for the start of the 2024 school year.
- Update and provide additional security cameras around the exterior of the school Building. (This would be a cooperative effort with the school)
- Clean up and organize the janitor's storage room located adjacent to the kitchen within the school.
- A request was received for a reasonable sized sign to be installed to properly identify the school facility.
- Replace the water stained and damaged ceiling tiles with new acoustical tiles within the school. (Various areas)
- A request was received to repaint the interior walls within the entire school facility.
- Clean all the tables and chairs in the fellowship hall / Cafeteria within the school building.
- Replace non-functioning or broken hardware on the doors, etc. to the bathroom partitions in the church and school.



### **CHURCH / COTTAGE ---**

- Replace the aluminum window crank assembly in the nursery of the church.
- Replace / secure some of the existing gutter / spouting around the church office, front of the school, cottage and install screen on the gutters to keep out tree debris.
- Clean exterior light and repaint light pole at the cottage
- Clean-up and paint the (2) two exterior columns supporting the front canopy.
- Secure the water faucet at the sink in the cottage
- Make all the drawers and cabinet doors operable in the sink cabinet and repaint entire cabinet in the cottage.
- Pressure wash the wooden cross in front of the church
- Pressure wash the concrete porch / landing under the front canopy at the Cottage.
- Replace three (3) exterior water valves around church and school.

### **CAPITAL IMPROVEMENT ITEMS ---**

- Remove and replace the floor tile in the front vestibule and front bathrooms of the Church
- Repaint the exterior stucco at the cottage and at the school.
- Repaint selected areas / rooms such as bathrooms, etc. within the church.
- Review all the exterior doors for new veneer / replacement / refinishing or painting at the church, school and cottage. Also, review all the door hardware to ensure its operation and /or replacement if required.
- Replace the exterior vented soffit under the front canopy with the same material or maybe an exterior stucco system at the cottage.
- Replace the carpet in the pastor's office.

### **ADDITIONAL EXTERIOR ITEMS ---**

- Replace outside electrical covers as required. (Review all exterior outlets)
- Remove and replace exterior caulking at masonry control joints (Perform field review for locations)
- Replace the wooden fence enclosure around the AC units at the rear of the church and replace the existing paver blocks with a concrete sidewalk.
- Relocate the handicapped sign and install a new pole located at the side of the school toward the church office.
- Replace the walkway lights mounted on the front columns along the front of the church and school.
- Repair plaster as required on the exterior concrete tapered columns at various corners & locations at the church and school.
- Repaint existing yellow lines and blue handicap logos, etc. within the parking areas at the church and school.

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# Financial Secretary Report

Offering budget/month: \$12,812.54

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May 2023

## Fund Source

<b>Colombia</b>	<b>\$215.25</b>
<i>Offering</i>	\$215.25
<b>Deacons fund</b>	<b>\$1,000.00</b>
<i>Offering</i>	\$1,000.00
<b>General</b>	<b>\$17,346.10</b>
<i>MNMG</i>	\$400.00
<i>Offering</i>	\$13,635.37
<i>Play&amp;Grow</i>	\$3,010.73
<i>Thurs NA StepN</i>	\$100.00
<i>Wed AA Beg.</i>	\$200.00
<b>Memorial Diana S</b>	<b>\$100.00</b>
<i>Offering</i>	\$100.00
<b>Missions</b>	<b>\$680.00</b>
<i>Offering</i>	\$680.00
<b>Pastor Supp.</b>	<b>\$1,000.00</b>
<i>Offering</i>	\$1,000.00
<b>Peru</b>	<b>\$20.00</b>
<i>Offering</i>	\$20.00
<b>ResurHouse.</b>	<b>\$100.00</b>
<i>Offering</i>	\$100.00
<b>showfolks ad</b>	<b>\$200.00</b>
<i>Offering</i>	\$200.00

# Financial Secretary Report

Offering budget/month: \$12,812.54

Offering \$50.00

## March 2023

### Fund Source

<b>General</b>	<b>\$12,888.83</b>
<i>Fri NA New Dire</i>	\$200.00
<i>MNMG</i>	\$400.00
<i>Offering</i>	\$9,078.10
<i>Play&amp;Grow</i>	\$3,010.73
<i>Thurs NA StepN</i>	\$200.00
<b>Missions</b>	<b>\$265.50</b>
<i>Offering</i>	\$265.50
<b>Pastor Supp.</b>	<b>\$1,000.00</b>
<i>Offering</i>	\$1,000.00
<b>Peru</b>	<b>\$70.00</b>
<i>Offering</i>	\$70.00
<b>ResurHouse.</b>	<b>\$100.00</b>
<i>Offering</i>	\$100.00
<b>Turkey</b>	<b>\$1,100.00</b>
<i>Offering</i>	\$1,100.00
<b>Ukraine</b>	<b>\$70.00</b>
<i>Offering</i>	\$70.00

## April 2023

### Fund Source

<b>General</b>	<b>\$54,367.05</b>
<i>MNMG</i>	\$400.00
<i>Offering</i>	\$14,143.00
<i>Partner's Dev.</i>	\$29,185.00
<i>Play&amp;Grow</i>	\$3,101.05
<i>Rent Agape</i>	\$7,538.00
<b>Memorial Fund</b>	<b>\$8,104.34</b>
<i>Offering</i>	\$8,104.34
<b>Missions</b>	<b>\$538.00</b>
<i>Offering</i>	\$538.00
<b>Pastor Supp.</b>	<b>\$1,000.00</b>
<i>Offering</i>	\$1,000.00
<b>Peru</b>	<b>\$60.00</b>
<i>Offering</i>	\$60.00
<b>Turkey</b>	<b>\$50.00</b>



# BALANCE SHEET

May 31, 2023

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<b>CURRENT ASSETS</b>	
Checking/Savings	
Everence FCU	
EFCU - Unrestricted	\$5,725
EFCU - Special	\$27,745
<b>TOTAL Everence FCU</b>	<b>\$33,471</b>
EFCU - Savings	\$25
<b>TOTAL Checking/Savings</b>	<b>\$33,496</b>
<b>LIABILITIES &amp; EQUITY</b>	
Long Term Liabilities	
Everence Loan	\$0
<b>TOTAL Long Term Liabilities</b>	<b>\$0</b>

# SPECIALS BALANCE

May 31, 2023

<b>SPECIAL INCOME</b>	
Deacon Fund	\$4,719
CIA	\$350
Youth	\$2,642
Camp	\$0
Agape School Lunches	\$351
Parrish Nurse	\$211
Agape Fence	\$195
Holiday Flowers	\$20
Christmas	\$0
Easter	\$0
Outreach	\$200
Brethren Relief	\$0
Resurrection House	\$200
Missions	\$0
Ukraine Refuge	\$0
Building Improvement	\$0
Handyman Services	\$150
Kitchen Improvement	\$313
Escrow	\$0
Memorials	\$14,874
PJH Scholarship	\$2,500
Peru (Pucusana)	\$1,020
<b>TOTAL SPECIAL INCOME</b>	<b>\$27,745</b>
<b>PERU SPECIALS (savings)</b>	
Account Minimum	\$25
PERU SPECIALS (savings) - Other	\$0
<b>TOTAL PERU SPECIALS (savings)</b>	<b>\$25</b>
<b>TOTAL ROOF SAVINGS</b>	<b>\$0</b>
<b>TOTAL OTHER INCOME</b>	<b>\$27,770</b>

**OUTSTANDING BILLS**

DATE	NAME	MEMO	Amount
6/1/23	Rev. David Stone		\$2,124

**TOTAL**

**\$2,124**

# INCOME REPORT

May 31, 2023

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	Year Budget	RECEIVED this YEAR	(\$ ) Yet to Receive this Year \$ RECEIVED Over Budget	% of Budget for the YEAR	Received this MONTH	% of Budget for the MONTH
Offering General	\$150,413	\$64,757	(\$85,656)	43.1%	\$13,726	109.5%
Other General						
Community Meetings	\$11,500	\$3,400	(\$8,100)	29.6%	\$700	73.0%
A Office Building 2435 lg	\$36,125	\$15,144	(\$20,981)	41.9%	\$3,011	100.0%
B Office Building 2425 sm	\$38,275	\$35,564	(\$2,711)	92.9%	\$0	0.0%
Agape Academy	\$40,000	\$14,836	(\$25,164)	37.1%	\$0	0.0%
<b>TOTAL Other General</b>	<b>\$125,900</b>	<b>\$68,944</b>	<b>(\$56,956)</b>	<b>54.8%</b>	<b>\$3,711</b>	<b>35.4%</b>
Benevolence						
Missions	\$7,000	\$4,479	(\$2,521)	64.0%	\$895	153.5%
Peru Orphanage	\$2,000	\$250	(\$1,750)	12.5%	\$20	12.0%
<b>Total Benevolence</b>	<b>\$9,000</b>	<b>\$4,729</b>	<b>(\$4,271)</b>	<b>52.5%</b>	<b>\$915</b>	<b>122.0%</b>
<b>TOTAL INCOME</b>	<b>\$285,313</b>	<b>\$138,430</b>	<b>(\$146,883)</b>	<b>48.5%</b>	<b>\$18,352</b>	<b>77.2%</b>

Should be as of report date: **41.6%**

Should be: **100.0%**

Other Income						
Special Income		\$16,609			\$2,400	

Sarasota First Brethren Church

# SPENDING REPORT

May 31, 2023

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		Should be as of report date:		Should be:	
		41.6%		100%	
	Year Budget	SPENT this YEAR	(%) Yet to SPEND this Year	SPENT this MONTH	% of Budget for the MONTH
			\$ SPENT Over Budget		
SR Pastor					
Base Salary	\$35,370	\$14,651	(\$20,719)	\$2,517	88.0%
Housing	\$25,000	\$10,417	(\$14,583)	\$2,083	100.0%
Health Savings	\$4,600	\$1,150	(\$3,450)	\$0	0.0%
Retirement	\$4,785	\$1,196	(\$3,589)	\$0	0.0%
<b>TOTAL SR Pastor</b>	<b>\$69,755</b>	<b>\$27,414</b>	<b>(\$42,341)</b>	<b>\$4,600</b>	<b>80.3%</b>
Extended Expense					
Mileage/Travel	\$500	\$0	(\$500)	\$0	0.0%
Conf Exp Pastor	\$1,200	\$598	(\$602)	\$0	0.0%
Honorarium	\$900	\$150	(\$750)	\$150	200.0%
Ministry Expense	\$100	\$0	(\$100)	\$0	0.0%
Delegate fees	\$300	\$100	(\$200)	\$0	0.0%
Continuing Ed	\$500	\$0	(\$500)	\$0	0.0%
Med Insurance	\$10,000	\$5,328	(\$4,672)	\$1,776	213.1%
<b>TOTAL Extended Expense</b>	<b>\$13,500</b>	<b>\$6,176</b>	<b>(\$7,324)</b>	<b>\$1,926</b>	<b>171.2%</b>
Social Security/FBC					
SS Sr. Pastor	\$4,855	\$1,918	(\$2,938)	\$352	87.0%
<b>TOTAL Social Security/FBC</b>	<b>\$4,855</b>	<b>\$1,918</b>	<b>(\$2,938)</b>	<b>\$352</b>	<b>87.0%</b>
Office Expense	\$1,500	\$552	(\$948)	\$0	0.0%
Service	\$600	\$501	(\$99)	\$200	400.0%
P o Care Ministries	\$500	\$0	(\$500)	\$0	0.0%
Pastoral Care	\$300	\$0	(\$300)	\$0	0.0%
Stewardship	\$800	\$260	(\$540)	\$27	40.5%
Outreach					
O Agape School Lunches	\$2,000	\$0	(\$2,000)	\$0	0.0%
O General	\$10,000	\$3,976	(\$6,024)	\$773	92.7%
<b>TOTAL Outreach</b>	<b>\$12,000</b>	<b>\$3,976</b>	<b>(\$8,024)</b>	<b>\$773</b>	<b>77.3%</b>
Hospitality	\$600	\$98	(\$502)	\$98	195.8%
Congregational Enrichment	\$500	\$88	(\$412)	\$0	0.0%
Education	\$600	\$254	(\$346)	\$0	0.0%



# SPENDING REPORT

May 31, 2023

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	Year Budget	SPENT this YEAR	(\$ ) Yet to SPEND this Year	Should be as of report date:		Should be:
				% of Budget for the YEAR	SPENT this MONTH	
Property						
P Insurance	\$22,000	\$20,247	(\$1,753)	92.0%	\$4,689	255.8%
Taxes & Assessments	\$4,800	\$25	(\$4,775)	0.5%	\$0	0.0%
Cleaning	\$17,040	\$7,560	(\$9,480)	44.4%	\$1,680	118.3%
P General	\$15,000	\$7,723	(\$7,277)	51.5%	\$4,147	331.8%
<b>TOTAL Property</b>	<b>\$58,840</b>	<b>\$35,555</b>	<b>(\$23,286)</b>	<b>60.4%</b>	<b>\$10,516</b>	<b>214.5%</b>
Utilities						
Water	\$6,000	\$2,894	(\$3,106)	48.2%	\$502	100.3%
Electricity	\$16,000	\$4,736	(\$11,264)	29.6%	\$1,367	102.5%
Telephone	\$3,000	\$1,074	(\$1,926)	35.8%	\$228	91.2%
Fire Alarm	\$260	\$685	\$425	263.5%	\$0	0.0%
Waste Services	\$300	\$130	(\$170)	43.3%	\$26	104.0%
<b>TOTAL Utilities</b>	<b>\$25,560</b>	<b>\$9,520</b>	<b>(\$16,040)</b>	<b>37.2%</b>	<b>\$2,122</b>	<b>99.6%</b>
Benevolences						
Missons	\$5,400	\$3,536	(\$1,864)	65.5%	\$1,098	244.1%
Peru Orphanage	\$3,600	\$1,035	(\$2,565)	28.8%	\$300	100.0%
Deacon Fund	\$4,300	\$950	(\$3,350)	22.1%	\$350	97.7%
Brethren Church National	\$2,000	\$1,000	(\$1,000)	50.0%	\$500	300.0%
<b>TOTAL Benevolences</b>	<b>\$15,300</b>	<b>\$6,521</b>	<b>(\$8,779)</b>	<b>42.6%</b>	<b>\$2,248</b>	<b>176.3%</b>
Rental Expense						
Payments	\$60,000	\$45,580	(\$14,420)	76.0%	\$0	0.0%
R Insurance	\$9,000	\$0	(\$9,000)	0.0%	\$0	0.0%
R Taxes	\$12,000	\$0	(\$12,000)	0.0%	\$0	0.0%
R Sales Tax	\$4,540	\$3,037	(\$1,503)	66.9%	\$179	47.4%
R Maint. & Misc.	\$5,000	\$885	(\$4,115)	17.7%	\$0	0.0%
<b>TOTAL Rental Expense</b>	<b>\$90,540</b>	<b>\$49,501</b>	<b>(\$41,039)</b>	<b>54.7%</b>	<b>\$179</b>	<b>2.4%</b>
<b>TOTAL EXPENSE</b>	<b>\$295,750</b>	<b>\$142,334</b>	<b>(\$153,416)</b>	<b>48.1%</b>	<b>\$23,041</b>	<b>93.8%</b>