

Minutes  
Executive Council  
June 4, 2024

PRESENT – Martha Stone, John Pitcock, Iris Helmuth, Pastor Stone, Kaye Matthews, Charlie Barnett, Terry Hostetter, Jennifer Showalter and Carolyn Solomon.

Meeting called to order at 7:00 PM with an opening prayer by Pastor Stone.

PASTOR'S REPORT – see attached

OUTREACH – no report

MINISTRY OF PROPERTY – see attached

CONGREGATIONAL ENRICHMENT – Nursery is fine – bathrooms look good – some new people have been coming.

EDUCATION – no report

HOSPITALITY – no report

STEWARDSHIP – MSC to send the Missions offering for July to South Africa and August to Colombia.

MINISTRY OF SERVICE – no report

PASTORAL CARE – no report

FINANCIAL SECRETARY'S REPORT – see attached

TREASURER'S REPORT – see attached – MSC to move the parish nurse monies to the deacon fund.

OLD BUSINESS –

1. Membership Review – list of members not in attendance for at least a year – list was read to see if any discussion on the list –

MSC to remove those listed on the list attached.

2. NEW BUSINESS – Nomination for Carolyn Solomon to be second assistant financial secretary MSC to appoint Carolyn Solomon to this position.

MSC to adjourn the meeting at 7:40 PM with closing prayer.

Respectfully submitted by

Carolyn Solomon  
Recording Secretary

MINUTES OF THE EXECUTIVE COUNCIL

April 16, 2024

PRESENT: Jennifer Showalter, Grant Showalter, Kaye Matthews, Martha Stone, Charlie Barnette, Pastor Stone and Carolyn Solomon.

Meeting called to order at 7:00 PM with an opening prayer by Pastor Stone.

PASTOR'S REPORT – see attached

OUTREACH – no report

MINISTRY OF PROPERTY – see attached

CONGREGATIONAL ENRICHMENT – no issues with the nursery – Kaye still doing the greeting attendance is better

EDUCATION – no report – (Grant will be doing his Sunday School lesson on podcast in the future)

HOSPITALITY – no report

STEWARDSHIP – no report – mission offerings for May and June – MSC for May to be Argentina, and June will be Lost Creek, Kentucky.

MINISTRY OF SERVICE – no report – will ask Iris to call a meeting to choose a chairman

PASTORAL CARE – no report

FINANCIAL SECRETARY'S REPORT – see attached

TREASURER'S REPORT – see attached – preparations for audit of last year is in process

OLD BUSINESS – sale of 2425 Fruitville Road – will not accept his offer

NEW BUSINESS -

1. Proposed Membership revision for the Constitution – see attached – discussion followed MSC to present this at the next Congregational Business Meeting.

2. Suggestion was made

3. Need a new Financial Secretary – MSC to appoint John Pitcock be made the new Financial Secretary and if he declines, Peggy Pitcock will be asked.

MSC to adjourn the meeting at 7:40 with a closing prayer by Grant Showalter.

Respectfully submitted,

Carolyn Solomon

## Pastor's Report

First Brethren Church of Sarasota  
Executive Council  
June 2024

### Report on April/May goals

- I have begun the renovation of the church office by enclosing the fire alarm control panel and beginning to plaster the cement block walls. I have to be done this month as we are having carpet installed.
- I talked to one candidate for the children's director that didn't work out.

### Goals for June/July

- Complete renovation of reception office.
- Find director of children's programs.

### Weekly Activities April/May

- 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 on Facebook, Youtube, and now, a podcast on Spotify.
- Wednesday Bible Study in-person and on Facebook Live.
- School chapel service.
- Youth group on Wednesday afternoon.
- Maintain church web site.
- Hospital and other visits.

### Non-weekly Activities April/May

- Executive Council.
- Congregational business meeting.
- Money wired for the orphanage (2X).
- Property ministry meeting.
- Converted about 4 lights from florescent to LED in fellowship hall.
- Attended cookout with the youth.
- Carry-in dinner.
- Marsha Locklear memorial service.
- Spoke at Agape School graduation.
- Marcus Teat baptism and laying-on-of-hands services.
- Met with Monica Simbana to revamp the social media presence of the church.

- Membership committee meeting.

### Membership changes

- Marcus Teat was baptized and entered into membership.

### Vacation days

- One week (I accidentally noted this on last month's report).

### Comments

I have been very busy with a number of projects for this two month period. We are continuing to try to make our property nicer and our outreach more attractive. We have had some new people coming lately, which has been encouraging. Of course, attendance is down because of the ending of the snowbird season.

I plan to take some time off this month while my daughter is visiting; however, this will be between Sundays, so we don't have to find a guest speaker. I will be flying to conference between Sundays as well. This will be in July.

Respectfully submitted,

Pastor David

### New Business

- Decide July and August mission offerings.
- Membership review.
- Appoint new 2<sup>nd</sup> assistant Financial Secretary.

**FIRST BRETHREN CHURCH – EXECUTIVE COMMITTEE PROPERTY MINISTRY**  
**UPDATE FOR JUNE 2024**

**NOTES FROM THE MAY PROPERTY MINISTRY MEETING**

- 1 A new shingle roof has been installed on the Day Care Center. (Completed on May 30, 2024)**
- 2 Installed additional sidewalk as a transition from the driveway to the existing sidewalk at the cottage. (Completed)**
- 3 Installed a 5 Ton Grande-Aire AC unit at the school serving (3) three classrooms. (Completed)**
- 4 Installed a new toilet in the women's bathroom located by the church office. (Completed)**
- 5 Cleared the drain line leading from the sink in the bathroom in the cottage. (Completed)**
- 6 Installed a new faucet at the kitchen sink within fellowship hall. (Completed)**
- 7 The (2) two ball valves on the backflow preventer that services our facility are froze-up and unable to open or close. (Currently obtaining pricing for repair or replacement)**

**CHURCH / SCHOOL ACTIVITIES CURRENTLY IN PROGRESS**

- 1 A contract has been signed with H & Y Fence to install (2) new fences as enclosures around AC units and renovate the existing wire coated fence around the student play area at the school. (Scheduled for installation in late June or July 2024 at a cost of \$6,433)**
- 2 Continue upgrades within the church office to include; interior plaster and painting as required and new carpet throughout. (G. Freed Flooring has already measured for new carpet in the church office and pastor's study. (Scheduled to be installed in July 2024)**
- 3 Maintenance began to clean and apply (1) one coat of wax on the VCT tile floors within the school facility. (This is scheduled to be completed by the end of June 2024)**

- 4 The school is planning to install new carpeting in all the school classrooms. (G. Freed Flooring has measured the areas and is scheduled for installation in July 2024)

**PROPERTY COMMITTEE MAJOR PLANNING ITEMS FOR 2024 / 2025**

- Install new gutter and downspouts across the entire front of the day care center. Also include gutter and spouting upgrades at the church, school and cottage.
- Repair and repaint the walls within the janitor's closet within the school facility.
- Professionally clean the carpets within the church sanctuary, nursery and the office area within the cottage.
- Lawn care considerations include: Removal of one dead palm tree by the school play area and several other trees that need trimmed.
- Review all exterior doors for upgrades or replacement, including hardware, at various locations around the church and school. (This activity will be performed in phases)
- Coordinate with the school on modifying and installing additional cameras. (We have seen an increase in homeless activity here at the church and surroundings)
- Review upgrades to window treatments within the school facility.
- Review exterior stucco painting at the cottage, school and day care center, including staining the concrete sidewalks at the cottage.
- Perform evaluation on the roofs at the church, school and cottage to assess the remaining life of these roofs for future replacement.
- Develop a plan for upgrading the lobby and bathrooms as you enter the front of the church.

# Financial Secretary Report

Financial Secretary Report  
Offering budget/month: \$12,584.61

April 2024

## Fund Source

<b>Capital Improvem</b>	<b>\$5.00</b>
<i>Offering</i>	\$5.00
<b>Deacons fund</b>	<b>\$1,000.00</b>
<i>Everence Sharin</i>	\$1,000.00
<b>Evan and Claire</b>	<b>\$20.00</b>
<i>Offering</i>	\$20.00
<b>General</b>	<b>\$23,111.61</b>
<i>Agape School</i>	\$7,587.00
<i>Friday NA</i>	\$200.00
<i>MNMG</i>	\$400.00
<i>Offering</i>	\$11,523.56
<i>Play and Grow</i>	\$3,101.05
<i>Thursday NA</i>	\$200.00
<i>Tuesday NA</i>	\$100.00
<b>Missions</b>	<b>\$545.00</b>
<i>Offering</i>	\$545.00
<b>Pastor Supp.</b>	<b>\$1,200.00</b>
<i>Offering</i>	\$1,200.00
<b>Peru</b>	<b>\$10.00</b>
<i>Offering</i>	\$10.00

# Financial Secretary Report

Offering budget/month: \$12,584.61

May 2024

## Fund Source

<b>Argentina</b>		<b>\$600.00</b>
<i>Offering</i>	\$600.00	
<b>Capital Improvem</b>		<b>\$9.00</b>
<i>Offering</i>	\$9.00	
<b>Deacons fund</b>		<b>\$700.00</b>
<i>Offering</i>	\$700.00	
<b>Evan &amp; Claire</b>		<b>\$20.00</b>
<i>Offering</i>	\$20.00	
<b>General</b>		<b>\$11,085.77</b>
<i>Locklear Funeral</i>	\$160.00	
<i>Offering</i>	\$10,125.77	
<i>Ukranian Churc</i>	\$800.00	
<b>Missions</b>		<b>\$235.00</b>
<i>Offering</i>	\$235.00	
<b>Pastor Supp.</b>		<b>\$1,200.00</b>
<i>Offering</i>	\$1,200.00	
<b>Peru Orphanage</b>		<b>\$135.00</b>
<i>Offering</i>	\$135.00	
<b>Property - Fence</b>		<b>\$6,000.00</b>
<i>Offering</i>	\$6,000.00	
<b>Rent</b>		<b>\$9,671.79</b>
<i>Partners Rent</i>	\$6,570.74	
<i>Play&amp;Grow</i>	\$3,101.05	
<b>ResurHouse.</b>		<b>\$100.00</b>
<i>Offering</i>	\$100.00	

# BALANCE SHEET

May 31, 2024

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CURRENT ASSETS	
Checking/Savings	
Everence FCU	
EFCU - Unrestricted	\$8,479
EFCU - Special	\$22,885
TOTAL Everence FCU	\$31,364
EFCU - Capital Savings	\$3
EFCU - Peru Savings	\$25
<b>TOTAL Checking/Savings</b>	<b>\$31,391</b>

# SPECIALS BALANCE

May 31, 2024

SPECIAL INCOME	
Deacon Fund	\$1,919
CIA	\$350
Youth	\$2,595
Agape School Lunches	\$351
Parrish Nurse	\$211
Agape Fence	\$195
Holiday Flowers	\$92
Christmas	\$0
Easter	\$0
Outreach	\$0
Brethren Relief	\$0
Resurrection House	\$0
Missions - Clarie & Evan	\$0
Building Improvement	\$6,051
Handyman Services	\$150
Kitchen Improvement	\$304
Memorials	\$7,148
PJH Scholarship	\$2,500
Peru (Pucusana)	\$1,020
<b>TOTAL SPECIAL INCOME</b>	<b>\$22,885</b>

## OUTSTANDING BILLS

DATE	NAME	MEMO	Amount
6/1/24	Rev. David Stone		\$2,630
6/1/24	Logan Rico		\$648
<b>TOTAL</b>			<b>\$3,278</b>

# INCOME REPORT

May 31, 2024

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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 for the MONTH	Should be as of report date: 41.6%	Should be: 100.0%
Offering General	\$151,015	\$67,727	(\$83,288)	44.8%	\$10,926		86.8%
Other General							
Community Meetings	\$11,500	\$2,925	(\$8,575)	25.4%	\$0		0.0%
Agape Academy	\$40,000	\$17,754	(\$22,246)	44.4%	\$0		0.0%
B Office Building 2425 sm	\$38,275	\$19,712	(\$18,563)	51.5%	\$6,571		206.0%
A Office Building 2435 lg	\$36,125	\$15,505	(\$20,620)	42.9%	\$3,101		103.0%
<b>TOTAL Other General</b>	<b>\$125,900</b>	<b>\$55,896</b>	<b>(\$70,004)</b>	<b>44.4%</b>	<b>\$9,672</b>		<b>92.2%</b>
Benevolence							
Missions	\$7,000	\$7,390	\$390	105.6%	\$835		143.1%
Peru Orphanage	\$2,000	\$255	(\$1,745)	12.8%	\$135		81.0%
<b>Total Benevolence</b>	<b>\$9,000</b>	<b>\$7,645</b>	<b>(\$1,355)</b>	<b>84.9%</b>	<b>\$970</b>		<b>129.3%</b>
<b>TOTAL INCOME</b>	<b>\$285,915</b>	<b>\$131,269</b>	<b>(\$154,647)</b>	<b>45.9%</b>	<b>\$21,568</b>		<b>90.5%</b>

Other Income							
Special Income		\$15,991			\$8,189		

# SPENDING REPORT

May 31, 2024

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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	% of Budget for the MONTH	
SR Pastor			\$ SPENT Over Budget			
Base Salary	\$38,360	\$15,983	(\$22,377)	41.7%	\$3,197	100.0%
Housing	\$30,000	\$12,500	(\$17,500)	41.7%	\$2,500	100.0%
Health Savings	\$4,600	\$1,150	(\$3,450)	25.0%	\$0	0.0%
Retirement	\$4,785	\$2,393	(\$2,393)	50.0%	\$1,196	300.0%
<b>TOTAL SR Pastor</b>	<b>\$77,745</b>	<b>\$32,026</b>	<b>(\$45,720)</b>	<b>41.2%</b>	<b>\$6,893</b>	<b>106.4%</b>
Director of Children & Youth						
Director of C&Y Salary	\$24,000	\$0	(\$24,000)	0.0%	\$0	0.0%
<b>TOTAL Director of C&amp;Y</b>	<b>\$24,000</b>	<b>\$0</b>	<b>(\$24,000)</b>	<b>0.0%</b>	<b>\$0</b>	<b>0.0%</b>
Custodian						
Custodian Salary	\$17,000	\$7,083	(\$9,917)	41.7%	\$1,417	100.0%
<b>TOTAL Custodian</b>	<b>\$17,000</b>	<b>\$7,083</b>	<b>(\$9,917)</b>	<b>41.7%</b>	<b>\$1,417</b>	<b>100.0%</b>
Extended Expense						
Conf Exp Pastor	\$2,400	\$444	(\$1,956)	18.5%	\$0	0.0%
Honorarium	\$900	\$0	(\$900)	0.0%	\$0	0.0%
Ministry Expense	\$100	\$0	(\$100)	0.0%	\$0	0.0%
Med Insurance	\$10,000	\$5,730	(\$4,270)	57.3%	\$1,910	229.2%
<b>TOTAL Extended Expense</b>	<b>\$13,400</b>	<b>\$6,174</b>	<b>(\$7,226)</b>	<b>46.1%</b>	<b>\$1,910</b>	<b>171.0%</b>
Social Security/FBC						
SS Sr. Pastor	\$5,230	\$2,179	(\$3,051)	41.7%	\$436	100.0%
SS Director of C&Y	\$1,836	\$0	(\$1,836)	0.0%	\$0	0.0%
SS Custodian	\$1,301	\$0	(\$1,301)	0.0%	\$0	0.0%
<b>TOTAL Social Security/FBC</b>	<b>\$8,366</b>	<b>\$2,179</b>	<b>(\$6,187)</b>	<b>26.0%</b>	<b>\$436</b>	<b>62.5%</b>
Office Expense	\$1,500	\$312	(\$1,188)	20.8%	\$193	154.5%
Service	\$600	\$66	(\$534)	11.0%	\$0	0.0%
Pastoral Care	\$300	\$0	(\$300)	0.0%	\$0	0.0%
Stewardship	\$800	\$303	(\$497)	37.9%	\$0	0.0%
Outreach						
O Agape School Lunches	\$2,000	\$0	(\$2,000)	0.0%	\$0	0.0%
O General	\$10,000	\$3,746	(\$6,254)	37.5%	\$750	90.0%
<b>TOTAL Outreach</b>	<b>\$12,000</b>	<b>\$3,746</b>	<b>(\$8,254)</b>	<b>31.2%</b>	<b>\$750</b>	<b>75.0%</b>
Hospitality	\$600	(\$617)	(\$1,217)	-102.9%	(\$160)	-320.0%
Congregational Enrichment	\$500	\$80	(\$420)	16.0%	\$0	0.0%
Education						
Education General	\$600	\$302	(\$298)	50.3%	\$0	0.0%
Education Youth	\$1,000	\$0	(\$1,000)	0.0%	\$0	0.0%
<b>TOTAL Education</b>	<b>\$1,600</b>	<b>\$302</b>	<b>(\$1,298)</b>	<b>18.9%</b>	<b>\$0</b>	<b>0.0%</b>

# SPENDING REPORT

May 31, 2024

Page: 4

	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	\$9,673	(\$12,327)	44.0%	\$0	0.0%
Taxes & Assessments	\$4,800	\$0	(\$4,800)	0.0%	\$0	0.0%
P General	\$34,500	\$12,701	(\$21,799)	36.8%	\$4,450	154.8%
<b>TOTAL Property</b>	<b>\$61,300</b>	<b>\$22,374</b>	<b>(\$38,926)</b>	<b>36.5%</b>	<b>\$4,450</b>	<b>87.1%</b>
Utilities						
Water	\$7,000	\$3,056	(\$3,944)	43.7%	\$532	91.1%
Electricity	\$16,000	\$4,269	(\$11,731)	26.7%	\$1,063	79.7%
Telephone	\$3,000	\$1,396	(\$1,604)	46.5%	\$320	128.0%
Fire Alarm	\$1,000	\$1,346	\$346	134.6%	\$0	0.0%
Waste Services	\$400	\$130	(\$270)	32.5%	\$26	78.0%
<b>TOTAL Utilities</b>	<b>\$27,400</b>	<b>\$10,196</b>	<b>(\$17,204)</b>	<b>37.2%</b>	<b>\$1,941</b>	<b>85.0%</b>
Benevolences						
Deacon Fund	\$12,000	\$2,470	(\$9,530)	20.6%	\$150	15.0%
Missons	\$5,400	\$6,755	\$1,355	125.1%	\$835	185.6%
Peru Orphanage	\$3,600	\$245	(\$3,355)	6.8%	\$135	45.0%
Brethren Church National	\$2,000	\$1,000	(\$1,000)	50.0%	\$500	300.0%
<b>TOTAL Benevolences</b>	<b>\$23,000</b>	<b>\$10,470</b>	<b>(\$12,530)</b>	<b>45.5%</b>	<b>\$1,620</b>	<b>84.5%</b>
Rental Expense						
R Maint. & Misc.	\$30,000	\$29,444	(\$556)	98.1%	\$18,250	730.0%
R Taxes	\$12,000	\$0	(\$12,000)	0.0%	\$0	0.0%
R Sales Tax	\$4,540	\$1,465	(\$3,075)	32.3%	\$0	0.0%
<b>TOTAL Rental Expense</b>	<b>\$46,540</b>	<b>\$30,909</b>	<b>(\$15,631)</b>	<b>66.4%</b>	<b>\$18,250</b>	<b>470.6%</b>
<b>TOTAL EXPENSE</b>	<b>\$316,652</b>	<b>\$125,604</b>	<b>(\$191,047)</b>	<b>39.7%</b>	<b>\$37,699</b>	<b>142.9%</b>