

MINUTES OF THE CHURCH CONFERENCE OF THE

FIRST BAPTIST CHURCH

RALEIGH, NORTH CAROLINA

JANUARY 27, 2021

Call to Order

Matt Bullard called the January 27th, 2021 conference to order at 5:33pm. Cara Lynn Vogel opened the meeting with a prayer.

Business

The December 16, 2020 minutes were approved.

At our last church conference on December 16, 2020, church membership was 1336. Since then we've had two deaths: Peggy Blackburn on December 31, 2020 and Dorothy "Dot" Preston on January 4, 2021. Membership as of January 27, 2021 is 1334.

Standing Committee Reports

Finance Committee: Matt Strickland presented the Finance Committee report for December 2020 and the entire year. Thanks to Beth Jones for leadership of the Finance Committee in 2020 and doing a fantastic job. December revenue was \$227,365; expenses were \$121,294; for a net surplus of \$106,073. A very strong month. [Note: The revenue amount was later corrected to \$227,368.]

Revenue for the year was \$1,456,451; expenses were \$1,355,018; for a net surplus of \$101,433. A strong year end and a strong year. Revenue was down 4.5%, while expenses were down 11%. With the \$39,000 in carryover starting the year, we have a \$140,558 carryover for 2021. Remaining portions of denominational relations and community witness line items for the third and fourth quarters were released.

The personal and finance committees are discussing the 2021 budget, including staff salaries. We don't usually approve a budget until 80% of the budget has been pledged. Currently we've pledged 77% of the budget. Hopefully we'll get the remaining 3% soon—so we can approve a budget in February or March.

Staff salaries will be held at 2020 budget amounts until a new budget is approved (with 2% increases in the new budget, which will be retroactive).

Properties brought a request for spending on three items: fix a cooling tower that was causing flooding, replace some potentially defective defibrillator machines, and fix the outdoor spigots that are broken and may freeze. The amounts for these items are \$1099, \$1637, and \$2690, respectively. Derek Foster, properties chair, and Matt deemed these expenses as emergencies and therefore approved them.

Thanks to the congregation for an amazing job and faithful giving, we ended the year strong.

Properties Committee: Derek Foster presented the Properties Committee report. The church had three spigots that needed repairs. One was leaking, which would freeze and form ice slicks. Two others were not functional. All three were replaced for \$2885.

Defibrillators: There was a small chance that they might not work. There was a voluntary recall, which gave us about a 40% discount on replacements. Both were replaced for \$1637. Repair of the cooling tower cost just over \$1000.

With not using significant portions of the building, it's an opportune time to spruce up and fix some things. The committee is looking at painting the children's Sunday School rooms on the second floor—grade schoolers and RA and GA rooms. We have an estimate that was just received and needs to be discussed.

We would like to spruce up the Clothes Closet space with painting, trim work, and a new floor. The most economical choice will probably be to cover tile floor with something else. Estimates are needed.

The biggest expense this year will likely be the front steps. The steps that lead down to the left as you're facing the capital need to be repaired as they are cracking severely and a safety hazard. Also something needs to be done to control the puddling of water—perhaps with the repairs or by sealing the concrete. The first estimate is for about \$64K. We want to get several estimates and ideas on how to fix the problems.

There was an acoustics study done on the sanctuary over a year ago that called for replacing speakers, mics, and soundboard. Over the last year we've replaced microphones and added new cameras for streaming the service. Alan Taylor is providing help with what still needs to be done.

Facilities Assessment: Hayden James gave an update. A lot of progress has been made. An article will be in the February First Foundations.

To review things: The November 19th, 2019 conference approved pursuit of a budget analysis of option 3, having recognized that options 1 and 2, which were discussed during that conference, had some challenges.

Option 1 costs the equivalent of two annual budgets but didn't accomplish any of the objectives that were outlined in the visioning process. Option 2 costs 8.5 times the annual budget and only accomplished about half of the visioning objectives. So, fourteen months ago we took a blank slate look at option 3--building an optimal facility. A five step four-to-five-year process was outlined. 2020 was the first year. The project is estimated to cost between \$65 million and \$75 million, for a five to seven story building, including the state lot and parking deck. We are working on getting a third-party property estimate of the land value—the equity value the church is bringing. We should have that estimate in February.

We met with Campbell on Thursday. The Campbell Law School remains all in. They've had a great year with record enrollment. They still very much need the partnership. Campbell business school is still interested in a Raleigh presence. Unfortunately, Campbell University is not in position to make a significant commitment now or in the next few years for two reasons. First, the pandemic has taken their mind off Raleigh and they are focused on their main campus. Second, they are also going through an accreditation process, which requires discussing any commitments for the next three years, such as building projects and fund raising.

Is our vision affected by the pandemic? Are we the same church and of the same mindset in 2021 as we were before? We are looking back at the vision. Mary Nash Rusher will take a lead role in reassessing the vision and these three options. An important factor in option 3 is having a large player either raising capital or providing income opportunities for a larger facility. If Campbell is not going to be that player, we'll have to look at another partnership to bring capital or income. With Hayden's help, Chuck Nichols wrote a one-page statement espousing this plan. We are still brainstorming and need to find the right partnership. If Campbell and we take one to three floors, what do we do with the balance?

Matt Bullard also provided additional information about the meeting with Campbell. Campbell indicated they cannot sign on for a big financial commitment in the near term. But they also said they haven't addressed the

matters of faith. They understand it's more than bricks and mortar and financial commitment. We are all still recoiling from the pandemic. How do we re-engage our congregation?

Miscellaneous: Matt Bullard thanked Leah Reed and Wayne Hager for making these (Zoom) meetings possible.

Food Truck: Leah Reed provided a report on And Also With Que and our food truck. Our side of the partnership is (our members) buying food when we can and giving food away when we can. Like everyone else we had to pivot in March on how to give away meals. We had partnerships with Urban Ministries, Casa, Interact, and Haven House. We had plans to physically take volunteers to those locations and give away food once a week. Those plans came to a halt as partners would no longer accept outside volunteers. We also had planned to have a once-a-month meal for our Clothing Ministry clients. In May we got word that the Helen Wright Center, a homeless shelter for women, a branch of Urban Ministries, was changing locations. They needed dinner for these women. They currently allow twenty women to stay at the shelter. They needed food brought in every night of the week. We arranged with them to take and drop off food once a month without contact, leaving their staff to serve the meals. We'll continue delivery through May, and then look at dates for this summer. Keep an eye on the Rose Window weekly for more details.

For specific business questions, ask David With. We saw a small bump initially when the pandemic caused restaurants to shut down. Outside events—private catering and neighborhood events—have been a big help. Lunchtime traffic has been relatively steady, but mostly just breaking even, so we're especially grateful for outside events.

Finances. The church gets 40% of the income, which was \$6,404.94 in 2020. From that amount we take out expenses such as Dominion Power, insurance, ..., and overhead. This left us with about \$900 to go back into the mission grant, to replenish the \$50,000 that was received. None of the income can be used to give away food to the community, so there is a separate account for donations to give away food. You can designate your check for Food Truck donations, which is greatly appreciated.

We are waiting to see when things will be safe again and we'll be able to do in-person volunteer opportunities.

Hayden James also reminded us that And Also With Cue does catering for pickup, especially at holidays. These opportunities are mentioned in the Rose Window. The truck schedule is also listed in Rose Window.

Trustees: Matt Bullard presented excerpts from the trustees' report.

January: Listed three lots in the Saint Mary's subdivision in Raleigh, currently undeveloped, for sale as approved by the 2019 trustees. Received tax valuation of \$500 for each lot in 2019. Previously no value, and therefore no tax. Voted unanimously to not appeal valuation.

February: Church had \$21,000 in funds without documentation on their designation. This was the last item to resolve accounting issues uncovered five-and-a-half years ago. Voted to release funds to unrestricted status. Signed documents to receive a distribution from Elmo Scoggins's trust due to Hannah Scoggins's death.

July: There was the matter of a donation of car by Eiko Gotti to pastor Jun. Because the donation was not made to the church, a charitable contribution form could not be provided.

October: Recommended a resolution to amend the bylaws regarding terms of service or the Trustees and for several church committees. The amendment would extend terms of the current trustees and members of the Worship, Hospitality, Denominational Relations, and Community Ministries committees by one year.

November: Presented resolution to deacons and church conference.

December: Resolution was adopted by church conference.

Closing: Dr. Chris Chapman expressed his gratitude to the members, for their incredible support—words of encouragement, prayer, their positive spirit, the financial generosity—which enabled the church to move forward. And thanked us for not pressuring to meet when it's not safe. Everyone wants to get back together.

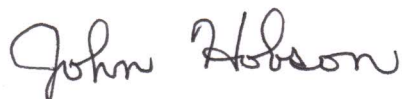
A lot of the work of the church has gone on, though not in the usual way. Committee leaders have been doing an incredible amount of work. Events like Toy Joy and Hanging of the Greens happened. Facilities Assessment work has continued. Hayden has spent an enormous amount of personal time on this work. A lot of work is continuing and we're grateful for those that have continued this work.

We're assessing what we will do next. The risk management team has helped. The decisions are not all made. The crisis is not over. We will continue to work on the issues of race and division this year, in addition to revisiting of the vision and how that relates to the facilities work. The staff is ready to come out with our workbook on doing things virtually. 😊 Look forward to a virtual Ash Wednesday.

Leah Reed reminded us about the book study on "Just Mercy" starting next week, on Wednesday nights.

Closing: Dr. Chapman closed the meeting with prayer. Adjourned at 6:21pm.

Respectfully submitted,

A handwritten signature in black ink that reads "John Hobson". The signature is written in a cursive, slightly slanted style.

Church Clerk

Church Conference
Wednesday, January 27, 2021
5:30 pm

1. Approval of the minutes of December Church Conference
 2. Changes in the church roll
 3. Reports
 - a. Finance – Matt Strickland
 - b. Properties – Derek Foster
 - c. Facilities Assessment – Hayden James
 - d. Food truck – Leah Reed
 4. Annual reports from Trustees
- Ryan Willis



First Baptist Church

99 North Salisbury Street
Raleigh, North Carolina 27603

(919) 832-4485 ♦ Fax (919) 832-6726 ♦ www.fbcraleigh.org

CHANGES IN CHURCH ROLL Church Conference January 27, 2021

Deaths:

Peggy Blackburn, 175 Springmoor Drive, Raleigh, NC 27615, died on December 31, 2020.

Dorothy “Dot” Preston, 4929 Hermitage Drive, Raleigh, NC 27612, died on January 4, 2021.

MEMBERSHIP	12/16/20	1336
Deaths	2	
MEMBERSHIP	1/27/21	1334

First Baptist Church
Finance Committee Report
Deacons' Meeting January 24, 2021
Church Conference January 27, 2021

1. *Revenues and Expenses – December 2020 and Year to Date.*
 - a. December 2020:
 - i. Revenues = \$227,365.17
 - ii. Expenses = \$121,294.13
 - iii. Net = \$106,073.97
 - b. Year to Date:
 - i. Revenues = \$1,456,451.86
 - ii. Expenses = \$1,355,018.22
 - iii. Net = \$101,433.64
 - c. Notes:
 - i. December giving was extremely strong (\$227,365.17). Revenue was up and Expenses were down, so revenue exceeded expenses by about \$121,294.13 for the month of December.
 - ii. The YTD budget is strong with Revenue down slightly at 4.5% and Expenses down 11% with a net of \$101,433.64. The total carryover for FY2021 is \$140,558.70.
 - iii. The Finance Committee did release both the remaining portions of the Community Witness and Denominational Relations payments for the third quarter and the fourth quarters.
2. *Properties Committee Requests.* Since the Deacon's Meeting on Sunday the Properties Committee has requested funds for three expenditures. They include; 1.) \$1,099.19 to fix the cooling tower, 2.) \$1,637.94 to replace the faulty AED machines and 3.) \$2,690 to fix the outside spickets. These expenditures were all under the allowable \$10,000 cap for the Finance Committee to approve and were deemed emergency expenditures by the Finance and Properties chairs. Per the by-laws we approved these expenditures.
3. *Personnel Committee Discussion.* With a strong year end budget, the Committee is currently discussing staff salaries for both FY20 and FY21 with the Personnel Committee.
4. *Budget.* As a reminder, the Committee voted to continue payments per the FY20 Budget (including salaries) until final approval of the FY21 Budget. Any increases in salaries approved in the final FY21 Budget could be paid retroactively to January 1, 2021. Current pledges are at 77% of the budget (\$1,118,000/1,460,008). We are hopeful to

reach the 80% pledge mark, and be able to recommend the FY21 Budget for approval at either the Feb or March Church Conference.

First Baptist Church
Revenues & Expenses - Detail Portrait - FBC RAL MTD YTD 2020*
Fund: CONTRI-GEN FUND
January to December 2020
PRELIMINARY YEAR END REPORT

Accounts	MTD Actual (This Year)	YTD Actual (This Year)	Annual Budget (This Year)	YTD Budget/Actual (This Year)	Annual Budget Remaining (This Year)	% of Annual Budget Used (This Year)
Revenues						
GENERAL FUND						
006005 - CONTRIBUTIONS-GEN. FUND	\$227,365.17	\$1,448,061.10	\$1,493,729.00	(\$45,667.90)	\$45,667.90	96.94 %
006015 - PLATE OFFERING	\$0.00	\$308.82	\$3,700.00	(\$3,391.18)	\$3,391.18	8.35 %
006035 - INTEREST INCOME	\$2.93	\$100.03	\$0.00	\$100.03	(\$100.03)	0.00 %
006042 - USE OF BUILDING REVENUE	\$0.00	\$1,900.00	\$3,300.00	(\$1,400.00)	\$1,400.00	57.58 %
006053 - INITIAL OFFERING	\$0.00	\$86.00	\$200.00	(\$114.00)	\$114.00	43.00 %
006058 - FOOD SERVICES	\$0.00	\$5,995.91	\$25,000.00	(\$19,004.09)	\$19,004.09	23.98 %
Total GENERAL FUND	\$227,368.10	\$1,456,451.86	\$1,525,929.00	(\$69,477.14)	\$69,477.14	95.45 %
Total Revenues	\$227,368.10	\$1,456,451.86	\$1,525,929.00	(\$69,477.14)	\$69,477.14	95.45 %
Expenses						
DENOMINATIONAL RELATIONS						
006111 - RALEIGH BAPTIST ASSN	\$2,170.00	\$7,000.00	\$7,000.00	\$0.00	\$0.00	100.00 %
006120 - CBF - NAT'L	\$9,253.50	\$29,850.00	\$29,850.00	\$0.00	\$0.00	100.00 %
006121 - CBF OF NC	\$9,804.37	\$31,627.00	\$31,627.00	\$0.00	\$0.00	100.00 %
006124 - MEREDITH UNDERGRAD	\$179.80	\$580.00	\$580.00	\$0.00	\$0.00	100.00 %
006127 - BAPTIST CENTER FOR ETHICS	\$167.40	\$540.00	\$540.00	\$0.00	\$0.00	100.00 %
006133 - BAPTIST JOINT COMMITTEE	\$372.00	\$1,200.00	\$1,200.00	\$0.00	\$0.00	100.00 %
006134 - BAPTIST NEWS GLOBAL	\$372.00	\$1,200.00	\$1,200.00	\$0.00	\$0.00	100.00 %
006145 - BAPTIST MEN OF NC	\$1,023.00	\$3,300.00	\$3,300.00	\$0.00	\$0.00	100.00 %
006146 - BAPTIST WORLD ALLIANCE	\$248.00	\$800.00	\$800.00	\$0.00	\$0.00	100.00 %
006155 - BAPTIST CHILDREN'S HOME DDM PROG.	\$111.60	\$360.00	\$360.00	\$0.00	\$0.00	100.00 %
Total DENOMINATIONAL RELATIONS	\$23,701.67	\$76,457.00	\$76,457.00	\$0.00	\$0.00	100.00 %
HOSPITALITY						
006102 - BAPTIST MEN	\$0.00	\$17.00	\$425.00	\$408.00	\$408.00	4.00 %
006106 - OUTREACH	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	0.00 %
006107 - JAPAN AMER CULT EXCHANGE	\$0.00	\$0.00	\$400.00	\$400.00	\$400.00	0.00 %
006114 - WMU SERVICES	\$9.98	\$130.49	\$850.00	\$719.51	\$719.51	15.35 %
006180 - INTERNATIONAL MINISTRY COMMITTEE	\$372.00	\$1,200.00	\$1,200.00	\$0.00	\$0.00	100.00 %
006181 - DOWNTOWN OUTREACH	\$0.00	\$45.00	\$500.00	\$455.00	\$455.00	9.00 %
Total HOSPITALITY	\$381.98	\$1,392.49	\$4,375.00	\$2,982.51	\$2,982.51	31.83 %
WORSHIP						
006100 - PULPIT SUPPLY	\$200.00	\$1,200.00	\$1,200.00	\$0.00	\$0.00	100.00 %
006201 - BAPTISM	\$0.00	\$0.00	\$50.00	\$50.00	\$50.00	0.00 %
006202 - CHILDREN'S WORSHIP	\$29.99	\$191.97	\$400.00	\$208.03	\$208.03	47.99 %
006203 - COMMUNION	\$0.00	\$217.86	\$390.00	\$172.14	\$172.14	55.86 %
006212 - WORSHIP AIDS/MATERIALS	\$213.86	\$2,000.00	\$2,000.00	\$0.00	\$0.00	100.00 %
006408 - WEDDING COMMITTEE	\$0.00	\$0.00	\$50.00	\$50.00	\$50.00	0.00 %

First Baptist Church
Revenues & Expenses - Detail Portrait - FBC RAL MTD YTD 2020*
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January to December 2020
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006542 - AUDIO-VISUAL SUPPLIES	\$0.00	\$0.00	\$150.00	\$150.00	\$150.00	0.00 %
Total WORSHIP	\$443.85	\$3,609.83	\$4,240.00	\$630.17	\$630.17	85.14 %
COMMUNITY MINISTRY						
006108 - TRIANGLE PASTORAL COUNSEL	\$279.00	\$900.00	\$900.00	\$0.00	\$0.00	100.00 %
006161 - CHRISTIAN WOMEN'S JOB CORPS	\$62.00	\$200.00	\$200.00	\$0.00	\$0.00	100.00 %
006303 - CLOTHING MINISTRY	\$119.88	\$137.17	\$12,000.00	\$11,862.83	\$11,862.83	1.14 %
006308 - MEALS ON WHEELS	\$232.50	\$750.00	\$750.00	\$0.00	\$0.00	100.00 %
006309 - RALEIGH RESCUE MISSION	\$310.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00	100.00 %
006311 - URBAN MINISTRY CENTER	\$1,550.00	\$5,000.00	\$5,000.00	\$0.00	\$0.00	100.00 %
006314 - EMMAUS HOUSE	\$310.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00	100.00 %
006315 - FBC/FAMILY PROMISE OF WAKE CO	\$0.00	\$429.97	\$1,000.00	\$570.03	\$570.03	43.00 %
006316 - HABITAT FOR HUMANITY	\$93.00	\$300.00	\$300.00	\$0.00	\$0.00	100.00 %
006342 - JUBILEE JOBS	\$232.50	\$750.00	\$750.00	\$0.00	\$0.00	100.00 %
006343 - FILLING IN THE GAPS	\$310.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00	100.00 %
006345 - COMMUNITY MINISTRIES	\$35.99	\$35.99	\$500.00	\$464.01	\$464.01	7.20 %
006662 - PUBLICITY & ADVERTISING	\$0.00	\$679.46	\$4,500.00	\$3,820.54	\$3,820.54	15.10 %
Total COMMUNITY MINISTRY	\$3,534.87	\$12,182.59	\$28,900.00	\$16,717.41	\$16,717.41	42.15 %
SOCIAL						
006401 - CHURCHWIDE FELLOWSHIP	\$589.00	\$739.00	\$3,000.00	\$2,261.00	\$2,261.00	24.63 %
006405 - CHURCHWIDE RECREATION	\$0.00	\$0.00	\$2,500.00	\$2,500.00	\$2,500.00	0.00 %
006406 - TABLE DECORATIONS	\$0.00	\$0.00	\$25.00	\$25.00	\$25.00	0.00 %
006407 - THIRTY-NINERS CLUB	\$0.00	\$0.00	\$300.00	\$300.00	\$300.00	0.00 %
006414 - KITCHEN/ EQUIP/SUPPLIES	\$134.92	\$835.53	\$1,500.00	\$664.47	\$664.47	55.70 %
006415 - FOOD SERVICES FOOD/SUPPLY	\$407.48	\$7,434.57	\$22,000.00	\$14,565.43	\$14,565.43	33.79 %
006417 - COFFEE/FOOD SERVICES	\$0.00	\$1,438.66	\$3,200.00	\$1,761.34	\$1,761.34	44.96 %
006466 - PAPER GOODS/FOOD SERVICES	\$106.53	\$1,847.58	\$3,500.00	\$1,652.42	\$1,652.42	52.79 %
006705 - LAUNDRY SERVICES	\$0.00	\$0.00	\$600.00	\$600.00	\$600.00	0.00 %
Total SOCIAL	\$1,237.93	\$12,295.34	\$36,625.00	\$24,329.66	\$24,329.66	33.57 %
PERSONNEL						
006130 - JAPANESE MIN SAL/HOUSING	\$2,086.74	\$55,246.00	\$55,246.00	\$0.00	\$0.00	100.00 %
006131 - JAPANESE MIN RET.	\$115.50	\$2,772.00	\$2,762.00	(\$10.00)	(\$10.00)	100.36 %
006137 - JAPANESE MIN LIFE INSURANCE	\$112.50	\$1,406.25	\$1,350.00	(\$56.25)	(\$56.25)	104.17 %
006138 - JAPANESE MIN DISABILITY INSURANCE	\$37.50	\$468.75	\$450.00	(\$18.75)	(\$18.75)	104.17 %
006139 - JAPANESE MIN WORKER'S COMP	\$0.00	\$0.00	\$192.00	\$192.00	\$192.00	0.00 %
006207 - PASTOR SAL/HOUSING ALLOW	\$11,931.92	\$143,183.04	\$143,183.00	(\$0.04)	(\$0.04)	100.00 %
006208 - PASTOR'S RETIREMENT	\$1,193.16	\$14,317.92	\$14,318.00	\$0.08	\$0.08	100.00 %
006209 - PASTOR'S PROFESSIONAL EXP	\$0.00	\$809.74	\$2,375.00	\$1,565.26	\$1,565.26	34.09 %
006220 - ASSOCIATE PASTOR SALARY/L/HOUSING	\$0.00	\$52,432.30	\$60,142.00	\$7,709.70	\$7,709.70	87.18 %
006221 - ASSOCAITE PASTOR RETIREMENT	\$0.00	\$4,761.02	\$6,014.00	\$1,252.98	\$1,252.98	79.17 %

First Baptist Church
Revenues & Expenses - Detail Portrait - FCC RAL MTD YTD 2020*
Fund: CONTRI-GEN FUND
January to December 2020
PRELIMINARY YEAR END REPORT

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006222 - ASSOCAITE PASTOR PROFESSIONAL EXPEN	\$0.00	\$1,396.53	\$1,800.00	\$403.47	\$403.47	77.58 %
006320 - MIN W/ COMM SAL/HOUSING	\$4,870.48	\$58,447.08	\$58,447.00	(\$0.08)	(\$0.08)	100.00 %
006321 - MIN W/ COMM RETIREMENT	\$487.08	\$5,844.96	\$5,845.00	\$0.04	\$0.04	100.00 %
006322 - MIN W/ COMM PROF EXPENSE	\$67.83	\$135.66	\$1,000.00	\$864.34	\$864.34	13.57 %
006409 - DIR FOOD SERV SALARY	\$3,001.26	\$36,015.12	\$36,015.00	(\$0.12)	(\$0.12)	100.00 %
006410 - DIR FOOD SERV RETIREMENT	\$300.08	\$3,600.96	\$3,601.00	\$0.04	\$0.04	100.00 %
006411 - DIR FOOD SERV EXPENSES	\$0.00	\$0.00	\$800.00	\$800.00	\$800.00	0.00 %
006520 - MIN YOUTH/COL SAL/HOUSING	\$4,000.00	\$12,350.00	\$0.00	(\$12,350.00)	(\$12,350.00)	0.00 %
006522 - MIN YOUTH/PROF. EXPENSES	\$134.39	\$236.38	\$0.00	(\$236.38)	(\$236.38)	0.00 %
006529 - INTERIM YOUTH MINISTRY DIRECTORS	\$0.00	\$18,000.00	\$16,000.00	(\$2,000.00)	(\$2,000.00)	112.50 %
006531 - STAFF SECRETARY SALARY	\$3,033.34	\$36,400.08	\$36,400.00	(\$0.08)	(\$0.08)	100.00 %
006532 - STAFF SECRETARY RETIREMNT	\$303.26	\$3,640.00	\$3,640.00	\$0.00	\$0.00	100.00 %
006533 - MIN MUSIC SAL/HOUSE	\$2,666.66	\$81,148.71	\$81,747.00	\$598.29	\$598.29	99.27 %
006534 - MIN MUSIC/RETIREMNT	\$0.00	\$5,449.92	\$8,175.00	\$2,725.08	\$2,725.08	66.67 %
006535 - MIN MUSIC/PROF EXPENSES	\$0.00	\$217.31	\$1,330.00	\$1,112.69	\$1,112.69	16.34 %
006536 - ORGANIST SALARY	\$0.00	\$3,150.00	\$13,150.00	\$10,000.00	\$10,000.00	23.95 %
006543 - MIN CHILD/PROF. EXPENSES	\$30.87	\$1,105.64	\$1,800.00	\$694.36	\$694.36	61.42 %
006544 - MINISTER WITH CHILDREN SALARY	\$5,011.84	\$60,142.08	\$60,142.00	(\$0.08)	(\$0.08)	100.00 %
006544 - MINISTER WITH CHILDREN RETIREMENT	\$501.16	\$6,013.92	\$6,014.00	\$0.08	\$0.08	100.00 %
006604 - HEALTH INSURANCE	\$7,417.30	\$108,863.44	\$120,000.00	\$11,136.56	\$11,136.56	90.72 %
006605 - LIFE INSURANCE	\$758.07	\$14,109.11	\$16,167.00	\$2,057.89	\$2,057.89	87.27 %
006606 - DISABILITY INSURANCE	\$175.39	\$3,346.98	\$4,092.00	\$745.02	\$745.02	81.79 %
006607 - EMPLOYER FICA - FCC	\$1,929.17	\$27,083.42	\$26,226.00	(\$857.42)	(\$857.42)	103.27 %
006609 - MINISTERIAL STAFF DEVELOP	\$204.61	\$484.56	\$2,500.00	\$2,015.44	\$2,015.44	19.38 %
006610 - DENTAL INSURANCE	\$181.92	\$2,028.18	\$2,306.00	\$277.82	\$277.82	87.95 %
006611 - SUPPORT STAFF/VOLUNTEER	\$79.89	\$89.73	\$400.00	\$310.27	\$310.27	22.43 %
006613 - STAFF RECOGNITION	\$1,000.00	\$3,344.30	\$3,200.00	(\$144.30)	(\$144.30)	104.51 %
006614 - WORKER'S COMPENSATION INSURANCE	\$0.00	\$0.00	\$4,723.00	\$4,723.00	\$4,723.00	0.00 %
006615 - SUPPORT STAFF EXPENSES	\$0.00	\$0.00	\$400.00	\$400.00	\$400.00	0.00 %
006616 - CHURCH/PASTOR'S SEC.SALRY	\$3,249.26	\$38,991.12	\$38,991.00	(\$0.12)	(\$0.12)	100.00 %
006617 - CHURCH/PASTOR'S SEC.RETR	\$324.66	\$3,899.00	\$3,899.00	\$0.00	\$0.00	100.00 %
006659 - CUSTODIAN-SALARY	\$2,226.76	\$26,721.12	\$26,721.00	(\$0.12)	(\$0.12)	100.00 %
006660 - CUSTODIAN-RETIREMENT	\$222.66	\$2,671.92	\$2,672.00	\$0.08	\$0.08	100.00 %
006691 - LEAD CUSTODIAN	\$3,447.84	\$41,374.08	\$41,374.00	(\$0.08)	(\$0.08)	100.00 %
006692 - LEAD CUSTODIAN RETIRE	\$344.64	\$4,137.00	\$4,137.00	\$0.00	\$0.00	100.00 %
006697 - NIGHT CUSTODIAN	\$629.07	\$7,269.41	\$8,997.00	\$1,727.59	\$1,727.59	80.80 %
006711 - ADMINISTRATOR SALARY	\$2,676.42	\$32,117.04	\$32,117.00	(\$0.04)	(\$0.04)	100.00 %
006712 - SECURITY OFFICERS	\$0.00	\$2,100.00	\$7,000.00	\$4,900.00	\$4,900.00	30.00 %
00603B - EXTRA HELP-KITCHEN	\$0.00	\$2,903.01	\$6,510.00	\$3,606.99	\$3,606.99	44.59 %

First Baptist Church
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Accounts	MTD Actual (This Year)	YTD Actual (This Year)	Annual Budget (This Year)	YTD Budget/Actual (This Year)	Annual Budget Remaining (This Year)	% of Annual Budget Used (This Year)
06603C - EXTRA HELP-CUSTODIAL	\$375.00	\$4,415.67	\$6,330.00	\$1,914.33	\$1,914.33	69.76 %
Total PERSONNEL	\$65,128.23	\$934,640.46	\$980,700.00	\$46,059.54	\$46,059.54	95.30 %
FINANCE						
006619 - BANK FEES/SERV CHG/OTHER	\$1,145.64	\$7,781.46	\$9,000.00	\$1,218.54	\$1,218.54	86.46 %
006620 - ACCOUNTING SYSTEM SUPPORT	\$599.25	\$8,844.52	\$7,250.00	(\$1,594.52)	(\$1,594.52)	121.99 %
006621 - AUDITOR	\$0.00	\$0.00	\$7,500.00	\$7,500.00	\$7,500.00	0.00 %
006623 - STEWARDSHIP PROMOTION	\$0.00	\$730.00	\$1,000.00	\$270.00	\$270.00	73.00 %
006629 - CRIMINAL RECORD CHECK	\$49.00	\$304.00	\$650.00	\$346.00	\$346.00	46.77 %
007001 - ACCOUNTING SERVICES	\$4,166.67	\$50,000.04	\$50,000.00	(\$0.04)	(\$0.04)	100.00 %
Total FINANCE	\$5,960.56	\$67,660.02	\$75,400.00	\$7,739.98	\$7,739.98	89.73 %
PROPERTIES						
006630 - VEHICLE MAINTENANCE	\$0.00	\$1,953.10	\$2,800.00	\$846.90	\$846.90	69.75 %
006632 - BUS PICKUP SERVICE	\$0.00	\$87.75	\$450.00	\$362.25	\$362.25	19.50 %
006640 - PROPERTY TAXES	\$0.00	\$47.84	\$150.00	\$102.16	\$102.16	31.89 %
006642 - OFFICE EQUIPMENT LEASES	\$647.92	\$12,419.31	\$12,000.00	(\$419.31)	(\$419.31)	103.49 %
006650 - FACILITY INS/MRKMN COMP	\$1,615.50	\$38,214.25	\$31,277.00	(\$6,937.25)	(\$6,937.25)	122.18 %
006651 - GENERAL REPAIRS	\$1,077.85	\$1,077.85	\$0.00	(\$1,077.85)	(\$1,077.85)	0.00 %
006652 - MAINTENANCE SUPPLIES	\$1,212.01	\$11,672.16	\$15,500.00	\$3,827.84	\$3,827.84	75.30 %
006653 - NEW EQUIPMENT	\$0.00	\$0.00	\$500.00	\$500.00	\$500.00	0.00 %
006654 - SERVICE CONTRACTS	\$0.00	\$48.33	\$0.00	(\$48.33)	(\$48.33)	0.00 %
006656 - UTILITIES	\$7,175.35	\$100,847.98	\$120,000.00	\$19,152.02	\$19,152.02	84.04 %
006666 - NEW OFFICE EQUIP/SOFTWARE	\$712.35	\$4,587.17	\$3,500.00	(\$1,087.17)	(\$1,087.17)	131.06 %
Total PROPERTIES	\$12,440.98	\$170,955.74	\$186,177.00	\$15,221.26	\$15,221.26	91.82 %
MUSIC MINISTRY COUNCIL						
006504 - MUSIC MINISTRY MATERIALS	\$0.00	\$4,237.72	\$18,800.00	\$14,562.28	\$14,562.28	22.54 %
Total MUSIC MINISTRY COUNCIL	\$0.00	\$4,237.72	\$18,800.00	\$14,562.28	\$14,562.28	22.54 %
ADULT MINISTRY COUNCIL						
006502 - DISCIPLESHIP TRAINING	\$0.00	\$400.00	\$2,000.00	\$1,600.00	\$1,600.00	20.00 %
006503 - LIBRARY/MEDIA CENTER	\$76.33	\$511.80	\$1,500.00	\$988.20	\$988.20	34.12 %
006505 - ADULT SUNDAY SCHOOL	\$90.00	\$4,577.93	\$10,000.00	\$5,422.07	\$5,422.07	45.78 %
006506 - WOMAN'S MISSIONARY UNION	\$38.87	\$291.24	\$2,635.00	\$2,343.76	\$2,343.76	11.05 %
006575 - HISTORY/ARCHIVES COMM	\$0.00	\$0.00	\$800.00	\$800.00	\$800.00	0.00 %
006576 - HOMEBOUND MINISTRY	\$0.00	\$22.77	\$450.00	\$427.23	\$427.23	5.06 %
006599 - RETREATS & CONFERENCES	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	0.00 %
006600 - LEADERSHIP TRAINING	\$0.00	\$0.00	\$600.00	\$600.00	\$600.00	0.00 %
006799 - ADULT SPECIAL EVENTS	\$0.00	\$0.00	\$1,700.00	\$1,700.00	\$1,700.00	0.00 %
Total ADULT MINISTRY COUNCIL	\$205.20	\$5,803.74	\$24,685.00	\$18,881.26	\$18,881.26	23.51 %
STUDENT MINISTRY COUNCIL						
006507 - RETREATS/CONFERENCES	\$1,580.04	\$8,000.00	\$8,000.00	\$0.00	\$0.00	100.00 %

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Accounts	MTD Actual (This Year)	YTD Actual (This Year)	Annual Budget (This Year)	YTD Budget/Actual (This Year)	Annual Budget Remaining (This Year)	% of Annual Budget Used (This Year)
006509 - FELLOWSHIPS/SOCIALS	\$481.06	\$1,197.51	\$1,250.00	\$52.49	\$52.49	95.80 %
006511 - SPECIAL EVENTS -YOUTH	\$0.00	\$1,200.00	\$1,200.00	\$0.00	\$0.00	100.00 %
006513 - TRANSPORTATION	\$1,969.85	\$2,000.00	\$2,000.00	\$0.00	\$0.00	100.00 %
006514 - YOUTH MISSION TRIP	\$0.00	\$8,000.00	\$8,000.00	\$0.00	\$0.00	100.00 %
006516 - COLLEGE MISSION TRIP	\$0.00	\$44.16	\$8,000.00	\$7,955.84	\$7,955.84	0.55 %
006518 - PROMOTIONAL MATERIAL	\$0.00	\$500.00	\$500.00	\$0.00	\$0.00	100.00 %
006546 - YOUTH SUNDAY SCHOOL	\$0.00	\$564.87	\$750.00	\$185.13	\$185.13	75.32 %
006587 - MINISTER SEARCH EXPENSES	\$906.50	\$980.69	\$0.00	(\$980.69)	(\$980.69)	0.00 %
Total STUDENT MINISTRY COUNCIL	\$4,937.45	\$22,487.23	\$29,700.00	\$7,212.77	\$7,212.77	75.71 %
CHILDREN'S MINISTRY COUNCIL						
006508 - VACATION BIBLE SCHOOL	\$0.00	\$2,291.61	\$2,500.00	\$208.39	\$208.39	91.66 %
006517 - LEADERSHIP TRAINING	\$0.00	\$0.00	\$700.00	\$700.00	\$700.00	0.00 %
006519 - RETREATS-CHILDREN/PS	\$0.00	\$64.93	\$2,300.00	\$2,235.07	\$2,235.07	2.82 %
006525 - SPECIAL EVENTS - CHILDREN	(\$86.20)	\$1,214.78	\$1,470.00	\$255.22	\$255.22	82.64 %
006526 - TEACHER SUPPORT-CHILDREN/PS	\$15.95	\$126.22	\$600.00	\$473.78	\$473.78	21.04 %
006527 - EQUIP/NON-CONSUMABLE SUPPLIES	\$0.00	\$552.16	\$1,000.00	\$447.84	\$447.84	55.22 %
006528 - CONSUMABLE TEACH.MATERIAL	\$115.10	\$1,358.65	\$1,500.00	\$141.35	\$141.35	90.58 %
006530 - CHILDCARE	\$0.00	\$381.00	\$3,500.00	\$3,119.00	\$3,119.00	10.89 %
006588 - CHILDREN'S MISSIONS CURRICULUM	\$0.00	\$100.00	\$400.00	\$300.00	\$300.00	25.00 %
006589 - CHILDREN'S SUNDAY SCHOOL	\$307.03	\$3,581.98	\$5,000.00	\$1,418.02	\$1,418.02	71.64 %
Total CHILDREN'S MINISTRY COUNCIL	\$351.88	\$9,671.33	\$18,970.00	\$9,298.67	\$9,298.67	50.98 %
OFFICE EXPENDITURES						
006501 - CHURCH NEWS LETTER	\$0.00	\$7,013.40	\$13,000.00	\$5,986.60	\$5,986.60	53.95 %
006655 - COMMUNICATION SERVICES	\$1,448.42	\$15,824.34	\$15,000.00	(\$824.34)	(\$824.34)	105.50 %
006663 - POSTAGE	\$702.00	\$4,640.24	\$6,000.00	\$1,359.76	\$1,359.76	77.34 %
006664 - PRINTING AND STATIONERY	\$0.00	\$550.26	\$200.00	(\$350.26)	(\$350.26)	275.13 %
006665 - SUPPLIES	\$819.11	\$5,596.49	\$5,300.00	(\$296.49)	(\$296.49)	105.59 %
006683 - BULLETIN COVERS	\$0.00	\$0.00	\$1,400.00	\$1,400.00	\$1,400.00	0.00 %
Total OFFICE EXPENDITURES	\$2,969.53	\$33,624.73	\$40,900.00	\$7,275.27	\$7,275.27	82.21 %
Total Expenses	\$121,294.13	\$1,355,018.22	\$1,525,929.00	\$170,910.78	\$170,910.78	88.80 %
Net Total	\$106,073.97	\$101,433.64	\$0.00	\$101,433.64	(\$101,433.64)	0.00 %

Report to the Deacons and Conference from the Facilities Assessment Group

February 2021

Many of you have varying degrees of awareness of the Facility Analysis work being done. Before going to the report, I want to remind you of the story of our journey presented to the conference in November 2019. An article has also been drafted and submitted to First Foundations for publication in the February issue.

Most here tonight have heard parts of the story, some all, but it's important to the committee that we are all on the same page when listening to the motion.

In 2014 the Church invited the congregation to participate in a survey for purposes of checking its pulse and assessing the vision of the church. After the survey results were summarized, a series of listening sessions occurred.

The process continued into 2015 and the Deacon's held a retreat to capture the key elements with action steps for the strategies. The 4 areas were:

- *Downtown outreach*
- *Ideology Diversity*
- *Worship*
- *Long-Range Facility Development- Chuck Nichols was leading the analysis for this workgroup.*

Chuck's workgroup report defined their scope as, "Our primary task was to identify and collect information on downtown properties that might provide opportunities to expand our facilities in the future. Facilities expansion could be accomplished in various ways, such as:

- *Purchase existing buildings*
- *Purchase property and construct new buildings*
- *Rental of space*
- *Co-ownership and sharing space*
- *Construction of new building on currently owned property*

The latter 2 ideas created much discussion including informal conversations with friends and professionals about the options we might need to consider. One

meeting was with executives of Highwoods Properties – the public company based in Raleigh.

Through 2016 and into 2017 this was an informal workgroup. In 2017, then Deacon Chair Robert Ponton created an Ad Hoc group to formally evaluate the options.

The purpose of the group was and is, to coordinate the goals of the 3 vision groups – Outreach, Ideology and Worship with those of Properties and Finance in a coherent strategy for our facilities.

We quickly realized that a professional assessment of our space was needed and a thorough analysis of the mechanical infrastructure of the Lewis building was required to confirm what Properties was telling us about repairs. Conversations with Adam Harker [church member] and Ted Van Dyk of NCDG started in early 2017. Tyson Graves was Property Chair and we followed his engineering experience to solicit bids for this work. The result was an informative report on how underutilized much of the Lewis building was from Monday-Saturday. The engineering report confirmed that much of the mechanical equipment was original to the 1969-70 construction of the building which opened in 1971.

In 2018 these 2 reports were presented to the congregation and in an unanticipated twist, Campbell Law school approached the Properties committee with an interest in buying our parking lot and building a parking deck.

The committee organized 2 listening sessions [May and November] facilitated by Jenn Rezeli where the congregation brainstormed and via multi-voting prioritized our future desires for our ministry with downtown. As reported previously they are as follows

- 1. Weekday Pre-school and Infant Toddler program expansion and exterior play space*
- 2. Adding first floor capacity for Senior Adult Sunday School and other activities*
- 3. Adding washers/dryers/showers/bathrooms to the clothing ministry which serves the poor*

4. *Expand the outside use of our facilities [currently – AA and Al-Anon meetings, training space, Senior Citizen gatherings] to include Yoga/Palates classes, civic groups, conferences, etc.*
5. *Rooftop community gardens*
6. *A Chapel for small group services*
7. *Expand parking to allow for needs created with activities occurring Monday-Friday*

Using the priorities identified, the Committee created 3 options for the church to consider. You may have seen the article in First Foundation a few months ago detailing them. A copy is on the table if you haven't seen it.

- *Option 1 is to continue to use the existing facility "as is."*
- *Option 2 is to renovate the Lewis building with no changes to the adjacent parking areas. Such a renovation could address the need for more first-floor classroom space and a possible expansion of the Infant-Toddler Center and Weekday Preschool. Without additional parking, we assume that no community partners would participate and the church would bear the renovation costs.*
- *Option 3 is to redesign and rebuild our space with the help of community partners, including a parking deck as part of the design.*

The offer from Campbell was declined, but the door was left open by our committee if the Law school wanted to consider option #3, at this point, a blank sheet of paper. There was interest but only if the greater University got involved. Dr Creed met with our committee and expressed interest in pursuing a conversation but understood we needed to follow the process of evaluating #1 and #2.

For discussion purposes only, we asked NCDG to prepare a sketch and assume a conversation with the State regarding their parking lot could be worked out. A copy of this concept drawing dated April 2019 is on your table.

Using the drawing and our "great story" we held a meeting with members of the State Department of Administration to test the temperature of the waters. A copy of the report is on your table with the attachments. We were pleased to find a positive reception in our June meeting. The one question we could not answer at that time was asked by Mark Edwards, Deputy Secretary of DOA. His question

was, "Do you have the authority to negotiate with us?" Obviously, we did not, but we explained our process and the timeline for a decision before year end. Mr. Edward's question is a good and valid question. We have to be able to negotiate in good faith with either the State or Campbell if option #3 is pursued.

At some point, we knew the financial impact of each option needed to be budgeted. To some degree, we knew option #1 but we had no sense for the cost of option #2. Last month we reported the preliminary amounts with final adjustments to be made after the Properties Committee's review. We now have that information.

The analysis resulted in the final Option #1 budget of required replacement costs estimated to be \$3.5 million along with an annual maintenance budget of \$300,000. Option #2 was revised to a range of \$13 - \$14 million. Items added since the previous estimates relate to a new roof [\$475,000 +/-] and items related to HVAC [\$500,000 +/-].

Anne Bullard asked the question last month regarding the # of giving units in our church. Wayne Hager indicated around 280. The math indicates a cost of option #1 of around \$12,500 per giving unit and option #2 of \$48,000. Looking at our annual budget of nearly \$1.6 million that indicates an average gift of \$5,700 per giving unit.

Option #1 cost the equivalent of 2 annual budgets and we accomplish none of our objectives. Option #2 cost 8.5 annual budgets and does not accomplish half of our vision objectives.

As reported in last month's conference report, the Facility Assessment committee has concerns about the viability of either Option #1 or #2. We are starting with a blank slate on option #3. At this point it is a concept drawing, not construction plans.

Redevelopment Process

Step 1 (6 months – 1 year) 2020

Architect and Civil Engineer review of zoning, building codes and site. Owners/Architect to develop program requirements/needs analysis (square footage, parking, general configuration and organization).

Step 2 (6 months – 1 year) 2020

Schematic Drawings (SDs) for the building. Select a general contractor and **develop a budget. Option #3 range 5-7 stories; [\$65-\$75 million]**

Obtain a “third party” estimate of the value of land we bring to the table [Avison Young – February 2021]

Campbell Law School remains “all in”. Campbell Business School has interest in a Raleigh presence. Campbell University is not in a position currently or in the next few years of making a large commitment to a downtown Raleigh presence. The absence of Campbell University taking a large segment of the building in Option #3 leaves a void in the plan. A key assumption in Option #3 is to maximize the bricks and mortar opportunity the land we bring to the venture allows. An important factor in this option is having a large player either raising capital or providing income opportunities [or both]. The following page has an essay written by Chuck Nichols addressing the concept without the University’s participation.

Circle back to our Vision and align the bricks & mortar with the desired uses. [2021 Q1 & Q2]

Mary Nash Rusher to head up a sub-group from the Ad Hoc Facilities committee to work on this effort

Step 3 (6 months +/-)

Re-Zoning change requests; entitlement issues. cost \$75-\$150k

Step 4 (6 months)

FBC Redevelopment Vision [C. E. Nichols]:

Our goal is to create a new modern space that is attractive and welcoming to the community, that permits us to do our work as a downtown church in new and creative ways, and that uses the resources we have available so that our church programs will be financially sustainable. Our historic sanctuary would continue to be the focus of worship and special programs, keeping us connected to our traditions. The new space would be modern and economically efficient, enabling us to do programs and missions in creative new ways, adapting to the changes in church and society that we are facing in the 21st Century.

We need partnerships to do the type of large-scale, high quality development needed for our vision. The maintenance needs of our current building put a significant strain on our resources, a problem that will accelerate in the future. Reducing the funds needed to maintain our current building would free up financial resources to properly maintain our sanctuary and invest in church programs. We do not have the financial ability or expertise to do the re-development ourselves. Nor does Campbell University have those resources or expertise. Campbell is a good candidate for shared space – such as classrooms, meeting areas, and a kitchen, but our combined needs would likely require only two or three stories of a five or six story building. A third-party developer is needed to take the remaining space in order to make the project financially viable.

A critical step in making the vision work is identifying the right developer partner – one whom we trust to complete the work and to deliver the promised space. And one whose own uses in the building are compatible with our values as a church. For example, development of workforce housing on the upper floors of the building would address a critical need in downtown Raleigh and be compatible with our values. Other possibilities also exist, but the development must be financially viable if it is to succeed. Selecting the right developer is critical because, within parameters established by the church, the developer will largely determine and control the development process.

Our church would receive credit for the value of the land as our main contribution to the development. But we would also maintain ownership of the land, with all rights coming back to the church after 99 years. This preserves our stewardship of the land, permitting our future church to have this valuable resource to determine how it needs to be the church in downtown Raleigh in the next century.

1/24/21

2020 Annual Report of the Board of Trustees

Ryan Willis, Chair

This report documents the business conducted by the Board of Trustees on behalf of the Church in 2020.

January 2020:

1. The 2019 Board of Trustees previously approved listing for sale three lots the Church owns in the St. Mary's Subdivision in Raleigh (currently undeveloped). Board Chair Ryan Willis executed the actual listing agreement.
2. The Church received a tax assessment for those same three lots from the Wake County Department of Revenue. The County went through a property tax valuation review in 2019, and determined the value of each lot as \$500. Previously, the County placed no value on the lots and the Church was not being taxed. After providing the Church notice of the new valuation, the County gave us an opportunity to appeal the valuation. The Board voted unanimously not to appeal.

February 2020: The Board voted to approve two items:

1. The Church had been carrying along \$21,000 of funds as designated funds with no documentation to identify for what purpose the funds were designated. This is the last item, hopefully, to resolve from the accounting issues the Church had 5 ½ years ago which resulted in our hiring Trinity Concepts to straighten out our accounts. The Board agreed that enough time had passed to release these funds to unrestricted status which resulted in the Church's available cash rising by \$21,000. The Finance Committee approved this action prior to the Board's vote and it was recorded in the February 10, 2020 minutes of the Finance Committee.
2. The second item the Board took up was the signing of documents for the Church to receive a trust distribution from the Blanaird Elmo Scoggin Non-Marital Trust as a result of the death of Hannah Scoggin. The Board determined that it was unnecessary to retain an attorney to review the distribution documents upon unanimous vote. As Chair of the Board, Ryan Willis signed the appropriate documents to allow for the funds to be distributed to the Church.

July 2020:

1. Church Administrator Wayne Hager brought the matter of Japanese Congregation Member Eiko Goti's donation of a car to Pastor Jun. Eiko wanted to claim the donation as a charitable contribution for tax purposes, and sought an IRS Form 1098-C. The Trustees considered the request and determined that, because the donation was not made to the Church, the Church could not provide the requested IRS Form 1098-C. Ryan Willis advised Eiko of the Trustee's decision.

October 2020:

1. The Trustees voted to recommend a proposed resolution to the Church Conference that would have the effect of amending the Church Bylaws for 2020 regarding the terms of service for current members of the Trustees and several Church Committees. The language of the resolution is as follows:

WHEREAS, the Covid-19 pandemic has caused unprecedented disruptions in church functions during calendar year 2020, with the result that the trustees and several committees of the church have not been able to carry out many of their functions; and

WHEREAS, the bylaws of the church generally require that a third of the members of each committee and the trustees rotate off at the end of their third year of service, and stay off of the committee for at least a year; and

WHEREAS, it has been proposed that the trustees and the members of the Worship, Hospitality, Denominational Relations, and Community Ministries committees remain in place for an additional year, and that the rotation required by the bylaws begin again in 2022;

NOW THEREFORE, be it resolved by the church in conference that notwithstanding the provisions of Section 4.1(a) (with respect to trustees) and Section 5.1 (with respect to committees) of the church bylaws, the members of the trustees and the Worship, Hospitality, Denominational Relations, and Community Ministries committees will extend their term of service by one year. At the conclusion of 2021, the trustees will begin rotating off of the trustees and the committee members on the affected committees will begin rotating off of the applicable committee based on the length of their service as a trustee or as a member of that committee as of December 31, 2020, and the Nominating Committee will resume appointing new members to the trustees and the affected committees in accordance with the bylaws for terms beginning January 1, 2022.

November 2020

1. Trustee Chair Ryan Willis presented the proposed resolution regarding Trustee and Committee terms to the November Deacons meeting and to the November Church Conference for information purposes. No vote was taken on the resolution in November.

December 2020

1. The resolution regarding the amendment of the Church By-laws was adopted by Church Conference.