

Finance Committee Meeting Minutes

Monday, May 17, 2021 - 5:30pm via Zoom

Members Present: Jennifer August, Mary Brown, Keith Caldwell, Pastor Larry French, Art Gerhardt, Lori Graham, Bonnie Hitchingham, Rose Kempf, Sid Kempf,

Members Absent: Chuck Smith.

Guests Present: None.

Opening Prayer: Pastor Larry French opened meeting with prayer at 5:50 p.m.

Approval of Minutes: Sid Kempf made a motion to accept March and April 2021 finance meeting minutes as presented. **Motion Approved.**

Old Business:

1. Letter to go to Independent Bank to update names on account: Art Gerhardt, Lori Graham, Bonnie Hitchingham and Sid Kempf. **All persons have signed except for Art Gerhart. He will do next week.**
2. Audit – Completed 03/27/2021 with Tracy Farnsworth, Methodist Church Auditor. Art and Lori put together the additional information needed. Auditor rate of \$20/hour. **Art & Lori will follow up with Tracy as to status of finalizing audit.**
3. Financial Reports – Largest amount paid out was for doors on Church Street- **trustees did not meet yet to review their funds to see if this can be removed from general budget and charged against building / special project funds, rest of budget on track.** Contributions are positive \$350 from 2020 at this same time. Reports placed on file.
4. New Treasurer – hired Lori Graham and she and Art are training. Going well. He office hours starting in May will be Thursdays from 9:00 a.m. to 12:00 p.m.

New Business:

1. Kent City Chapel Hill – **closed – Pastor Larry gave update and nothing Cedar needs to do.**
2. Church Credit or Debit Card – discussion of prepaid cards being used up. Lori will look into a debit card to be used for office and benevolent funds. Will contact new pastor to see if name can be put on card. Lori will also contact Office Depot to establish a line of credit for purchasing office supplies.
3. Church Phones – phone in the office (hard line) has quite working. Finance Committee approved Jennifer August to purchase a new 2 handset phone for office/pastor's office.
4. Laptops: Current office laptop is about 5 years old and no longer will work without hard connection to electricity. Also takes about 15 minutes to start up and processor is shot. Memorial Committee has approved up to \$1,000 to purchase a new laptop that Ministry Assistant will use for working from outside of office and remote connection. A second laptop is requested for the pastor/online streaming/staff use that will be connected to network via Ethernet for hard connection to Church Windows. Quote is \$2000 for 2 laptops with system setup by our technical support company. Quote does not include Microsoft Office (which we can purchase via Techsoup for nonprofits or antivirus). Finance is sending to Church Council for final approval.

Date of Next Meeting: Monday, June 28 @ 5:30 p.m.

Meeting Adjourned at 6:25 p.m.

Respectfully submitted,

Jennifer August, Ministry Assistant