

Proposed Agenda

Minnesota Annual Conference of the United Methodist Church Council on Finance and Administration and Human Resources Team

December 6, 2018

**Minnesota Church Center
122 W Franklin Avenue, Suite 508
Minneapolis, MN
12:00 – 4:00 p.m.**

- I. OPENING MATTERS
 - A. Call to order and devotions
 - B. Adoption of agenda
 - C. Approval of September 13, 2017 minutes

- II. NEW BUSINESS
 - A. Bishop review of Director of Ministries and Director of Finance & Administration
 - B. 2019 salary recommendation
 - C. Report of CFA Chair
 - D. Report of Director of Ministries
 - E. Report of Treasurer
 - F. Review 2020 human resource budget
 - G. Approval of volunteer mileage
 - H. Approve data base and financial accounting software vendor and use of reserves
 - I. Approve Investment Committee allocation recommendations
 - J. Approve Financial Policies
 - a. Reimbursement policy
 - b. Credit card policy
 - c. Fixed asset policy
 - K. Financial reserves analysis review
 - L. Financial statement review

- III. CLOSING
 - A. Completion of forms and vouchers

- IV. ADJOURNMENT

2018/2019 Proposed Meeting Dates:

- January 11 – Conference call on apportionments
- February 21
- April 11