

Proposed Agenda

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

September 13, 2018

**Minnesota Church Center
122 W Franklin Avenue, Suite 508
Minneapolis, MN
12:00 – 3:00 p.m.**

- I. OPENING MATTERS
 - A. Orientation
 - B. Call to order, welcome new members, and devotions
 - C. Adoption of agenda
 - D. Approval of April 19, 2018 CFA minutes
 - E. Election of Officers
 - F. Report of CFA Chair
 - G. Report of Treasurer
 - H. Other

- II. NEW BUSINESS
 - A. Liaison roles
 - B. Approval of 2017 Audit Report
 - C. Review of credit card holders
 - D. Approval of \$250,000 line of credit
 - E. Financial statement review
 - F. Apportionment and Reach Renew Rejoice update
 - G. Investment review
 - H. Human Resource Specialist through ADP
 - I. Financial Software update
 - J. 2020 budget process

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

- IV. ADJOURNMENT

2018/2019 Proposed Meeting Dates:

- December 6
- January 11 – Conference call on apportionments
- February 21
- April 11