

Council on Finance and Administration (CFA) Minutes
Minnesota Annual Conference of the United Methodist Church
Minnesota Church Center
122 W Franklin Ave, Minneapolis, MN

April 19, 2018 Approved Minutes

Members Present: Brenda King; Tom Biatak; John Mitchem; Steve Richards; Jomyla Choate; Linda Gesling; Deb Marzahn; Dave Parker; Keith Peterson and Steve Weber.

Members Absent: Jane Gilbert.

Ex Officio & Services: Cindy Gregorson – Minnesota Annual Conference (MAC) Director of Ministries and Barb Brower – Minnesota Annual Conference (MAC) Director of Finance & Administration and Treasurer.

I. Opening Matters

John Mitchem called the meeting to order at 12:15p.m. Steve Weber made a motion to approve the consent agenda including the February 22, 2018 minutes and the email vote of April 2, 2018 on the release of prior year apportionments. Deb Marzahn second. Motion approved.

Cindy Gregorson gave the Director of Ministries report and Barb Brower gave the Treasurers report.

II. New Business.

- A.** Barb Brower outlined recent work on the staff market based salary structure. The committee suggested staff start with a job description update as part of the August review process.
- B.** Barb Brower reviewed a report from Ben Ingebretson on church planting. John Mitchem disclosed that he is part of the E-Team. Barb reviewed the investments into church starts, metrics and the covenant agreements signed.
- C.** Tom Biatak explained the staff appreciation event and suggested an event and potential dates.
- D.** Cindy Gregorson outlined the plan for the new tabernacle at Koronis. She explained the funding mechanisms and a shortfall of approximately \$200 thousand. Staff is making a video to show at our local churches and at the Annual Conference to solicit donations to hit the goal to start construction Labor Day 2018.
- E.** Barb Brower and Cindy Gregorson reviewed the pre-conference budget materials with the committee. Steve Richards suggested an explanation from the total budget to the apportion budget. Staff appreciated the suggestion and will make the change.
- F.** Barb Brower reviewed the first quarter 2018 financial statements noting the decrease in investment income from 2017.

III. Unfinished Business

- A.** John Mitchem gave an update from our February 22, 2018 executive session noting no activity in response to his email recapping the meeting.
- B.** Barb Brower noted that the auditors were in and the 2017 audit was going fine.
- C.** Val Walker gave an overview of our joint Foundation and Conference Investment Committee that will be meeting on April 23, 2018. John Mitchem will be our representative at this first meeting. Keith Peterson agreed to be the CFA representative going forward.
- D.** Barb Brower gave an update on 2018 apportionments and Reach Renew Rejoice receipts.

Being no further business the meeting adjourned at 1:30 p.m.

Respectfully submitted,
Barbara Brower