

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

September 15, 2020 Approved Minutes

**Members Present:** Tom Biatek; Brenda King; Sharon Fields; Linda Gesling; David Parker; John Mitchem; Keith Peterson; Connie Sheely; Steve Richards and Daniel Wetterstrom.

**Members Absent;** Paul Hoekstra; Jane Gilbert; Deb Marzahn and Randy Koppen

**Officio & Services:** Bishop Bruce Ough, Barb Brower Director of Finance & Administration and Treasurer, Cindy Gregorson, Director of Connectional Ministries, Sheri Meister, Executive Director of MUMF and Kathleen Keller, Controller.

**I. Opening Matters**

John Mitchem called the meeting to order at 12:35 p.m. The agenda was adopted by consensus. The July 23, 2020 meeting minutes were also adopted by consensus.

**II. New Business**

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

Officers were elected as follows:

- |                  |            |
|------------------|------------|
| • John Mitchem   | Chair      |
| • Steve Richards | Vice Chair |
| • Sharon Fields  | Secretary  |

John is the liaison to the Board of Trustees. Dan Wetterstrom agreed to be liaison to camping and retreats.

Barb Brower reviewed the August 31, 2020 YTD apportionment collections and thanked all the churches for their continued connectional support during these difficult times. Dan Wetterstrom enquired about the Star Lake proceeds. Barb Brower explained that a task force of BOT, CFA and CRC members has been developed to discuss this. Dan also asked about YTD apportionment collections. Barb noted they were slightly down from last year. However, Bishop Ough noted that the pandemic is revealing how fragile some congregations are.

Kathleen Keller explained the request from Baker Tilly, our auditors, to write off some of the large apportionment accounts receivable and uncollectible amounts (net total to financial statement zero effect). However, the committee was concerned regarding the effect that the 2019 General Conference Protocol on Disaffiliation may have on this policy. Kathleen and Barb will research this further and bring a recommendation to the next meeting.

Kathleen Keller also explained the request from Baker Tilly, Our auditors, to undesignate a portion of the board designated funds such as earnings on the Permanent Church Extension Fund. The original designated balance of the Permanent Church Extension Fund was \$600,000. Linda Gesling made a motion to approve designating only the original balance or \$600,000 of the Permanent Church Extension Fund. Tom Biatek second. Motion carried.

The continued renewal of the \$250,000 line of credit with Old National Bank was approved by consensus.

Barb Brower and Kathleen Keller reviewed the reserve analysis as of August 31, 2020.

Being no further business, the meeting adjourned at 2:10 p.m.

Respectfully submitted,

Barbara Brower