

Board of Stewards Minutes

From April 21, 2020

The scheduled meeting of the Crosby United Methodist Church, Board of Stewards, was held via Zoom Conference on April 21, 2020. The meeting was called to order at 6:30 by Chairman Buddy Brewer and an opening prayer was given by Pastor Jamie Lea. There were thirteen members present for the meeting. Ray Reese was asked to act as recording secretary in the absence of Cheryl Doss. A quorum was declared. The minutes from the March meeting were presented and a motion was given by Skip Greenwade to accept the minutes as read. The motion received a second by Collie Smith. The motion passed unanimously.

The Trustee report, given by Willie Thompson, reflected minimal activity to report. Trustee, Danny Eppers, added that approx. \$500 was spent to replace lamps in FLC lobby as well as the breaker.

There were no SPRC related items given during Collie Smith's SPRC report.

Financial Reporting showed income a slight increase over last month. Expenses were lower and a net income of \$1200 was noted. The balance sheet was reviewed. It was noted that the Memorial Fund line item was concerning as the means of reporting for this item does not reflect accurate accounting methods. The finance team will research and report back on accounting procedures during the May meeting.

Jamie brought up the need to add a Financial Secretary position to the staff. It was decided that all Church financial records, including bank statements, should not be sent to personal email accounts. Church records will ultimately be kept at the Church. Amanda Schriewer will look at the budget to put a plan together to fund the additional salary dollars required to add this position.

Weekday School financial reports were presented to the Board for review as requested. The Board would like to see a Balance Sheet as well as their Bank Reconciliation in addition to the report that was submitted. Ray Reese was asked to prepare a letter requesting these items, to be signed by Buddy, and given to Lisa Walker.

Ray Reese gave an update on the PPP loan process. He reported that both the Church's application and the Weekday School's application were given to the bank. The Church's application was approved by the bank and sent the Lender on April 9th. The application for the weekday school was approved by the bank, after requiring modifications, and sent to the Lender on April 16th. Judy from the bank advised Ray on April 16th, that chances were slim, due to timing of application submittal and lack of funding, of the Weekday School being approved for the loan. She advised that once the loan documents were received via email, to DocuSign immediately and return to insure funding. Lisa received the loan documents for the Weekday School on April 17th. The Weekday School loan closed on April 19th and was funded on April 20th. Given that the Church had not received an information regarding their loan, the bank was questioned. It was determined that the bank felt the loans were duplicated and pushed the application for the Church out and funded the application for the Weekday School. The application for the Church has been reinstated and will fund after the additional funds are approved by Congress and the lenders can disseminate the funding. No additional application is needed. Amanda Schriewer asked

who would be responsible for applying for grant status for the loan. Ray indicated that he would either do it or prepare the necessary documentation to get it done.

Collie Smith reported that she had prepared and provided to the Church office, the written procedures followed by the Bereavement Committee.

Anne Till reported that the Family Life committee was concerned with either rescheduling or cancelling the Mother's Day Luncheon. It was decided that it would be postponed at the very least. The disposition of the Father's Day Luncheon as well as the Mother's Day Reschedule will be decided at a later date.

United Methodist Women had no updates.

Big House will likely be rescheduled. There is concern about funding for Youth related summer expenses for which families are responsible due to current economic conditions.

Memorial Committee reported that all is status quo. Pat Walton did ask that Collie Smith assist with duties associated with the Memorial Committee.

The Shut-In ministry fed 53 meals during their March meal program. They were made aware of families who did not have food and brought additional food to those families. This group was asked to please inform the Church when opportunities like this arise so that additional people and resources can be used to fill these needs. The Shut-In ministry will provide meals on April 30th.

United Methodist Men and Prayer Shawl Ministries are operating as usual.

Kid's Hope volunteers are not currently seeing their kids. A book drive was held at the Church and books were given to the children in this program. One family with increased need was given \$100 in Walmart gift cards by the church. This time away from school is providing volunteers to have increased levels of communication with Parents.

Old business discussion included Jamie Lea discussing recent subscriptions to Zoom for church usage.

A proposal was provided to the BOS requesting funds (\$615) for purchase of a switch system to enhance the streaming experience for online worship. This equipment will be ordered by Ray Reese and installation, testing and training will be done by David Hebert. A motion was made by Anne Till to allow for the requested funding. Randy Foster offered a second. A unanimous affirmative vote was given.

Security System enhancements continues to be on hold until after the restrictions are lifted for COVID 19.

We will continue to have 1 service until restrictions are lifted on large groups gathering. It was discussed that we would move services to the FLC once group congregations are allowed to allow for social distance to continue to be followed and to ease concerns that Church Members might have about congregating.

General Conference has been rescheduled into 2021. The Texas Annual Conference has not been rescheduled to date. All preconference meetings have been cancelled.

There being no additional business, the motion to adjourn was offered by Collie Smith with Skip Greenwade given a second. With no objections, the meeting was adjourned at 8:10 pm.