

First Baptist Church Manchester
Bi-Monthly Business Meeting
Dec 6, 2020

Jerry Adkins opened in prayer.

Business meeting documents can be found at the FBCMCT.org website in the member information section.

Trustees, Cheryl Gervasi reported. The trustees are working on a five-year strategic plan.

- Prices being obtained for air conditioning and external building repairs and will be ready in the first two months of 2021. These will include projects to improve roofing, warped wood siding, rooting wood and an air conditioning unit.
- Peter Powers began putting siding over some external wood siding.
- Parking lot lights will be the first new project.
- Fellowship hall air conditioning units need to be replaced before summer 2021. Choir room condenser is leaking so this unit will be replaced next. Then nursery units will be replaced since they have worn down from condensation

Treasurer's Report, Donna Murphy reported. All church bills are being paid.

- General fund has almost \$100,000. Church is not spending the planned budget.
- Average weekly giving is \$9,639.51, which is \$429.39 above requirement.
- There is a new line for Pastor Boamah support, \$749.98.
- Missions line is negative because giving was more than expected.
- There is under spending in in all line items except
- Sunday School literature was \$215.84 over budget. About \$1,000.00 is required for Sunday School literature for in person classes, which includes children's literature.
- \$4,000.00 per month is being paid for the mortgage. The interest rate on the mortgage was decreased from 4.75% to 4.5%.
- Audio-visual went \$700 over budget to get equipment for streaming.
- Telephone bills went up slightly this year.
- Maintenance supplies increased because of the additional COVID cleaning supplies.
- Benevolence was not needed often this year.
- A few members are giving to the building fund.
- A new line item was made for driveway repair and includes a \$2,000.00 donation
- The CD is due in June 2022.
- The church mortgage will be paid off at the end of July 2022.

Motion by Donna Murphy, second Jerry Adkins to give \$50,000.00 from the general fund in December 2020 to pay down the church mortgage. This will leave \$46,000.00 in the general fund and the mortgage will be paid off two months early. Discussion: Trustees asked how this could impact paying for possible big ticket items/repairs. \$77,000.00 would be available and the extra \$4,000.00 being given to the mortgage could be stopped if needed. Motion passed.

Proposed 2021 Budget

- Based upon COVID practices.
 - Budget will be down \$110.00 per week; \$6,000 below the 2020 budget.
 - Pastors' salaries receive a 3 percent increase. 20 hours per week is budgeted for Pastor Jose` but his weekly average in 2020 was 11.5 hours per week.
 - 35 hours per week set for secretaries.
 - When Sharon Michaud returns to work she will have a 1.2 percent increase.
 - Sarah Cormier worked about 15 hour per week in 2020.
 - Contribution to Sharon's 401K will be discontinued.
 - Office supplies is down \$500.00
 - Software account is up \$350 for Zoom costs
 - General supplies account increased to allow for the individual Lord's supper cups.
 - Sunday School supplies were cut in half. Jr. Worship line was cut in half.
 - Increases were set for telephone and internet services.
 - Building maintenance and repairs was increased by \$4,000.00
 - A lower rubbish removal rate was negotiated.
 - Insurance rate went down
 - A new Square Space website provider costs \$28.00 monthly which is a \$150.00 increase for lint line item.
- Members voted to adopt the 2021 budget.

Motion to adjourn by Jose Lopes, second Jerry Adkins. Motion passed.