

MCC Knoxville Congregational Meeting

May 16, 2021

Guidelines for Meetings

1. We are to be open to the winds of the Spirit of God. We will spend time listening for God's Word.
2. Every person is a valuable asset. Everyone has something to offer. Position and longevity do not give a person more rights.
3. The process needs our sharing in honesty, openness, and respect.
 - A. "I" messages should be used whenever possible.
 - B. We need to seek clarity before debate.
 - C. Care should be taken to not use loaded words.
 - D. While sharing is important, no one should feel they can monopolize. The less we use our tongues the less chance of offending.
4. We need to be listeners.
 - A. Always attempt to restate what you hear, so that it can be clarified.
 - B. Calm your inner voices to hear instead of trying to form a response.

Board: Rev. Collen Darraugh, Steve D., Donna K., Ruby L., Kim P., Tracie T., and Cassi W.

Agenda

Member check-in and determination of quorum (20% of Membership)

Opening prayer

Amend/Approve agenda

Approval of Congregational Meeting minutes of October 18, 2020

Treasurer's Report

Election of 3 Board Members (terms ending Spring 2023)

Pastor's Report

Summary of Board Actions

Building Maintenance Report

Social Committee Report

Lay Delegate Report

Deacons Report

A Place at the Table Report

New Business

Closing Prayer

Board Attendees: Pastor Colleen Darraugh, Steve D., Donna K., Ruby L., Kim P., Tracie T., and Cassi W.

With 27 of 89 members checking in, the 20% quorum of 18 was met.

The meeting opened with prayer at 1:10 PM.

Since this meeting was held virtually using Zoom, Pastor Colleen explained how the Participant feature would be used for voting (Yes/No/Abstain) on motions during the meeting.

The agenda was approved.

Meeting minutes from the May 17, 2020 Congregational meeting was approved.

Treasurer's Report:

- Presented verbally and in writing by Donna K. with data as of September 30, 2020.
- We are doing better financially than in May. The CARES Act helped pay salaries this year.
- Our Balance Sheet as of September 30, 2020 shows our checking account balance is \$22,481. This includes +\$14,110 in the General Fund and +\$4,147 in the Reserve Fund.
- Year to date, receipts exceed disbursements by \$7,638.
- Documentation has been filed for forgiveness of the PPP loan. There is still no information about the payoff of the \$2,000 CARES loan.
- She expressed her appreciation to Robert W. for his ongoing work with the bookkeeping.
- **Motion passed to receive the Treasurer's Report.**

Election of One Lay Delegate:

- An election was held by secret ballot to fill our one Lay Delegate position (term ending Fall 2022). Carrie R. had been appointed (until the next Congregational Meeting) by the Board when Kim P. resigned the position because she was elected to the Board. Carrie R. stood for election. No other nominations were offered from the floor. Carrie expressed her interest in representing our congregation as our Lay Delegate.
- This vote was led by Pastor Colleen using the Zoom Polling feature and witnessed by Steve D. The results were displayed on all meeting attendee screens when the poll closed.
- **Carrie R. was elected to the Lay Delegate position.**

Budget for 2021:

- Presented verbally and in writing by Donna.
- The Operating budget includes Tithe & Offering income of \$78,990, Total income and Total expenses of \$87,400. It is based on paying the reduced rate for denominational tithes of 8.5% (vs 10%).
- The Major Maintenance budget, which is only funded if the Operating budget is met, includes expenses of \$500 for pumping the septic tank. Note that sealing and restriping the parking lot and cleaning and sealing the annex roof will be complete in 2020. Replacing the Annex HVAC unit, estimated at \$5,000, is deferred beyond 2021.

- **Motion passed to approve the 2021 Operating and Major Maintenance Budgets.**

Summary of Board Actions:

- Steve D. presented a summary (verbally and in writing) of the Board actions taken since our May Congregational meeting.
- Routine items included monitoring income and expenses, ensuring primary office functions are covered (thanks to Robert and Ginny), and managing maintenance issues.
- The board continued to monitor the COVID-19 pandemic and adjust worship and gatherings as appropriate.
- The board negotiated an agreement to sponsor and provide shared space to the Knoxville School of Progressive Education.
- The board began a new Strategic Planning initiative to identify and work on key areas for improvement.

Pastor's Report:

- Pastor Colleen presented her report interactively. She went through a list of our hopes and fears that we had expressed prior to calling her as our pastor.
- Our fears related to our modest finances, small active membership, low attendance, doubt that we could afford a settled pastor, fear of future conflict, and lack of trust. We agreed that we are in a much better place than we were back then.
- Our hopes were for financial stability, finding a settled pastor, and supporting thriving ministries. Again, we have made great progress in these areas.

Some expressed hope for the return of former members. Some have returned. Others have found a new church home and we wish them well.

- While it is a shame that COVID-19 has interrupted our progress, in some ways it has opened new doors. We have a positive relationship with our pastor. We are growing spiritually and in number.
- Pastor Colleen expressed her thanks to the Deacons for their assistance and hard work.
- Following the Pastor's report, Pastor Colleen's spouse, Shelly, thanked the congregation for being such a well-functioning church that has caused Pastor Colleen less stress than in her previous assignments.

Lay Delegate Report:

- Presented verbally and in writing by Carrie R..
- She has been reviewing the Lay Delegate job description, the denomination's training manual, and has attended one of the two required board meetings.

Deacons' Report:

- Presented verbally and in writing by Kathy H..
- In October, \$1,100 was spent and \$1,050 was received. The current Deacon Fund balance is \$2,323.

- The food pantry has become less active this year. This may be due to COVID-19. About 50 food baskets have been given out so far this year. Special food baskets are now available for those who do not have the ability to cook. Special thanks to Ginny B., Gina G., Cathy H., and CB M. for their work in the pantry.
- Volunteers will be needed in November to pick up food from the Second Harvest Food Bank and to prepare holiday baskets.
- A Deacon has worked on converting us over to a new church management database and is also more carefully tracking attendance.

A Place at the Table Report:

- Presented verbally and in writing by Kathy H..
- The ministry has continued to adjust to the COVID-19 pandemic. Volunteer opportunities are available that do not involve direct contact with others. The Monday night meal is now being served at St. John's Lutheran Church on Broadway. Both a hot meal and a sandwich bag are being distributed.
- Thanks to Lois W. for her continued leadership, to all the volunteers who donate, cook, and serve, and to Cathy H. for recently collecting 42 sleeping bags.

New Business – Clergy Intern

- Clergy Intern Camille A. said her first impressions with us have been amazing. She is thankful for our hospitality.

The meeting was closed with prayer at 2:15 PM.

May 16, 2021 Congregational Meeting
MCCCKnoxville Jan-December 2020 Treasurer's Report

May 6, 2021

Year End Recap

1. 2020 receipts exceed disbursements by \$17,627.67.
2. \$14,602.96 of the \$16,162.50 General Fund balance as of 12/31/20 was transferred to the Reserve Fund at the beginning of January 2021.

2020 Totals

	Budget	Actual
General Fund Receipts	72,785.00	84,473.88
Deacon's Fund Receipts	2,500.00	7,465.31

Balances as of 12/31/20

Total Current Assets	28,739.35
General Fund	16,162.50
Reserve Fund	4,157.82
Children's Ministry	1,815.45
Deacon's Fund	2,732.73
Deacon's Fund Gift Cards	4,870.84

Metropolitan Community Church of Knoxville
Balance Sheet
As of December 31, 2020

	<u>Dec 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
CBBC OPERATING ACCOUNT	
CHILDREN'S MINISTRY FUND	1,815.45
DEACON'S FUND	
Deacons Benevolence	2,520.23
Homeless Ministries	212.50
Total DEACON'S FUND	2,732.73
GENERAL FUND	15,162.50
RESERVE FUND	4,157.82
Total CBBC OPERATING ACCOUNT	23,868.50
CBBC Square and Paypal	0.01
Total Checking/Savings	23,868.51
Other Current Assets	
Deacons' Food City Cards	4,870.84
Total Other Current Assets	4,870.84
Total Current Assets	28,739.35
Fixed Assets	
BUILDING	233,211.45
Total Fixed Assets	233,211.45
TOTAL ASSETS	261,950.80
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Cleaning Deposit	100.00
Direct Deposit Liabilities	559.54
Total Other Current Liabilities	659.54
Total Current Liabilities	659.54
Total Liabilities	659.54
Equity	
FUND BALANCE	243,663.59
Net Income	17,627.67
Total Equity	261,291.26
TOTAL LIABILITIES & EQUITY	261,950.80

Metropolitan Community Church of Knoxville
Profit & Loss
December 2020

	<u>Dec 20</u>
Ordinary Income/Expense	
Income	
INCOME	
BENEVOLENCES/DEACONS	
Deacon's Assistance	1,112.50
Homeless Min. Income	212.50
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Total BENEVOLENCES/DEACONS	1,325.00
TITHES AND OFFERINGS	4,613.50
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Total INCOME	5,938.50
OTHER INCOME	
INTEREST INCOME - CBBC CKING	1.18
MISCELLANEOUS	20.00
SBA Loan/Grant	4,087.00
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Total OTHER INCOME	4,108.18
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Total Income	10,046.68
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Gross Profit	10,046.68
Expense	
ADMINISTRATION	
OFFICE SUPPLIES	55.00
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Total ADMINISTRATION	55.00
Bank Fee	
Checks	13.50
Easy Tithe Fee	28.21
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Total Bank Fee	41.71
BENEVOLENCES	
Deacon's Assistance	1,312.85
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Total BENEVOLENCES	1,312.85
DENOMINATIONAL SUPPORT	
UFMCC TITHES	1,139.75
UFMCC Tithes Forgiven	-1,025.77
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Total DENOMINATIONAL SUPPORT	113.98
FACILITIES	
BUILDING MAINTENANCE	75.50
Cleaning	200.00
COPIER	18.73
TECHNOLOGY/COMPUTERS	800.00
UTILITIES	667.76
	<hr/>
Total FACILITIES	1,761.99

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Cash Basis

Metropolitan Community Church of Knoxville
Profit & Loss
December 2020

	<u>Dec 20</u>
OUTREACH	
ORGANIZATIONS	555.00
WEBMASTER	25.00
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Total OUTREACH	580.00
PASTOR	
CELL PHONE	110.00
HOUSING	833.34
License	175.00
SALARY	1,648.32
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Total PASTOR	2,766.66
STAFF	
MINISTER OF MUSIC	1,000.00
PAYROLL TAXES	76.51
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Total STAFF	1,076.51
WORSHIP	
HONORARIUMS	500.00
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Total WORSHIP	500.00
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Total Expense	8,208.70
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Net Ordinary Income	1,837.98
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Net Income	<u>1,837.98</u>

Metropolitan Community Church of Knoxville
Profit & Loss Budget vs. Actual
 January through December 2020

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 01/04/21
 Cash Basis

	Dec 20	Budget	\$ Over Budget	% of Budget	Jan - Dec 20	Budget	\$ Over Budget	% of Budget	TOTAL
Ordinary Income/Expense									
Income									
FUND RAISERS									
SPECIAL FUNDRAISERS	0.00	0.00	0.00	0.0%	110.00	500.00	-390.00	22.0%	
Total FUND RAISERS	0.00	0.00	0.00	0.0%	110.00	500.00	-390.00	22.0%	
INCOME									
BENEVOLENCES/DEACONS									
Deacon's Assistance	1,112.50	1,445.00	-332.50	76.99%	7,465.31	2,500.00	4,965.31	298.61%	
Homeless Min. Income	212.50	0.00	212.50	100.0%	338.32	0.00	338.32	100.0%	
Total BENEVOLENCES/DEACONS	1,325.00	1,445.00	-120.00	91.7%	7,803.63	2,500.00	5,303.63	312.15%	
Outreach	0.00	0.00	0.00	0.0%	555.00	600.00	-45.00	92.5%	
POISED FOR GREATNESS	0.00	15.00	-15.00	0.0%	13,750.00	500.00	13,250.00	2,750.0%	
TITHES AND OFFERINGS	4,613.50	6,070.00	-1,456.50	76.01%	76,400.75	72,785.00	3,615.75	104.97%	
Total INCOME	5,938.50	7,530.00	-1,591.50	78.87%	98,509.38	76,385.00	22,124.38	128.96%	
OTHER INCOME									
Flower Receipts	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	
INTEREST INCOME - CBBC CKING	1.18	0.00	1.18	100.0%	10.15	10.00	0.15	101.5%	
KSPE Space Sharing	0.00	0.00	0.00		1,050.00	90.00	960.00	1066.7%	
MISCELLANEOUS	20.00	70.00	-50.00	28.57%	90.79	90.00	0.79	100.88%	
SBA Loan/Grant	4,087.00	0.00	4,087.00	100.0%	4,087.00	0.00	4,087.00	100.0%	
Website Income	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	
Total OTHER INCOME	4,108.18	70.00	4,038.18	5,868.83%	5,237.94	100.00	5,137.94	5,237.94%	
Total Income	10,046.68	7,600.00	2,446.68	132.19%	103,857.32	76,985.00	26,872.32	134.91%	
Gross Profit	10,046.68	7,600.00	2,446.68	132.19%	103,857.32	76,985.00	26,872.32	134.91%	
Expense									
ADMINISTRATION									
MISCELLANEOUS EXPENSES	0.00	0.00	0.00	0.0%	0.00	100.00	-100.00	0.0%	
OFFICE SUPPLIES	55.00	100.00	-45.00	55.0%	351.40	1,500.00	-1,148.60	23.43%	
Total ADMINISTRATION	55.00	100.00	-45.00	55.0%	351.40	1,600.00	-1,248.60	21.96%	
Bank Fee									
Checks	13.50	0.00	13.50		13.50	45.00	-31.50	30.0%	
Easy Tithe Fee	28.21	0.00	28.21		344.49	45.00	299.49	665.53%	
Total Bank Fee	41.71	0.00	41.71		357.99	45.00	312.99	695.53%	
BENEVOLENCES									
Deacon's Assistance	1,312.85	400.00	912.85	328.21%	4,320.32	2,500.00	1,820.32	172.81%	
Homeless Min. Expenses	0.00	0.00	0.00	0.0%	125.82	0.00	125.82	100.0%	
Total BENEVOLENCES	1,312.85	400.00	912.85	328.21%	4,446.14	2,500.00	1,946.14	177.85%	
COMMUNITY BUILDING									
CHILDREN MINISTRIES	0.00	0.00	0.00	0.0%	0.00	500.00	-500.00	0.0%	
SUPPLIES (POT LUCK, ETC)	0.00	0.00	0.00	0.0%	0.00	400.00	-400.00	0.0%	
Total COMMUNITY BUILDING	0.00	0.00	0.00	0.0%	0.00	900.00	-900.00	0.0%	

Metropolitan Community Church of Knoxville
Profit & Loss Budget vs. Actual
 January through December 2020

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 01/04/21
 Cash Basis

	2020				TOTAL			
	Dec 20	Budget	\$ Over Budget	% of Budget	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
CONFERENCES/NETWORK GATHERINGS								
General Conference	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total CONFERENCES/NETWORK GATHERINGS	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
DENOMINATIONAL SUPPORT								
BOARD OF PENSIONS	0.00	0.00	0.00	0.0%	1,482.00	1,750.00	-268.00	84.69%
UFMCC TITHES	1,139.75	65.00	1,074.75	1,753.46%	8,501.17	670.00	7,831.17	1,268.83%
UFMCC Tithes Forgiven	-1,025.77	0.00	-1,025.77	100.0%	-7,651.05	0.00	-7,651.05	100.0%
Total DENOMINATIONAL SUPPORT	113.98	65.00	48.98	175.35%	2,332.12	2,420.00	-87.88	96.37%
FACILITIES								
BUILDING IMPROVEMENTS	0.00	0.00	0.00	0.0%	3,710.00	0.00	3,710.00	100.0%
BUILDING MAINTENANCE	75.50	75.00	0.50	100.67%	3,079.02	2,000.00	1,079.02	153.95%
Cleaning	200.00	200.00	0.00	100.0%	2,600.00	2,600.00	0.00	100.0%
COPIER	18.73	35.00	-16.27	53.51%	253.87	350.00	-96.13	72.53%
FACILITIES ALARM SYSTEM	0.00	0.00	0.00	0.0%	360.00	360.00	0.00	100.0%
INSURANCE	0.00	643.00	-643.00	0.0%	6,074.12	4,350.00	1,724.12	139.64%
Internet	0.00	137.00	-137.00	0.0%	1,467.59	1,600.00	-132.41	91.72%
LAWN CARE	0.00	0.00	0.00	0.0%	2,000.00	1,875.00	125.00	106.67%
TECHNOLOGY/COMPUTERS	800.00	0.00	800.00	100.0%	1,071.17	750.00	321.17	142.82%
UTILITIES	667.76	1,065.00	-397.24	62.7%	5,275.88	6,900.00	-1,624.12	76.46%
Total FACILITIES	1,761.99	2,155.00	-393.01	81.76%	25,891.65	20,785.00	5,106.65	124.57%
MINISTRY DEVELOPMENT								
Friday Night Social	0.00	0.00	0.00	0.0%	0.00	100.00	-100.00	0.0%
Total MINISTRY DEVELOPMENT	0.00	0.00	0.00	0.0%	0.00	100.00	-100.00	0.0%
MORTGAGE PAYMENTS/CBBC								
MORTGAGE INTEREST	0.00	160.00	-160.00	0.0%	85.21	1,850.00	-1,764.79	4.61%
MORTGAGE PRINCIPAL	0.00	0.00	0.00	0.0%	628.23	3,580.00	-2,951.77	17.55%
MORTGAGE PRINCIPAL - PFG	0.00	15.00	-15.00	0.0%	11,024.81	500.00	10,524.81	2,204.96%
Total MORTGAGE PAYMENTS/CBBC	0.00	175.00	-175.00	0.0%	11,738.25	5,930.00	5,808.25	197.95%
OUTREACH								
ACT blanket ministry	0.00	0.00	0.00	0.0%	0.00	250.00	-250.00	0.0%
ADVERTISING	0.00	0.00	0.00	0.0%	0.00	250.00	-250.00	0.0%
EVENTS	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
ORGANIZATIONS	555.00	0.00	555.00	100.0%	1,110.00	600.00	510.00	185.0%
WEBMASTER	25.00	25.00	0.00	100.0%	300.00	300.00	0.00	100.0%
Website Development Expense	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Welcome/Outreach Materials	0.00	0.00	0.00	0.0%	0.00	200.00	-200.00	0.0%
Total OUTREACH	580.00	25.00	555.00	2,320.0%	1,410.00	1,600.00	-190.00	88.13%
PASTOR								
CELL PHONE	110.00	110.00	0.00	100.0%	1,320.00	1,320.00	0.00	100.0%
CONTINUING EDUCATION	0.00	0.00	0.00	0.0%	0.00	500.00	-500.00	0.0%
FICA Support	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
HEALTH INSURANCE	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%

Metropolitan Community Church of Knoxville
Profit & Loss Budget vs. Actual
 January through December 2020

11:23 AM
 01/04/21
 Cash Basis

	Dec 20		Budget		\$ Over Budget		% of Budget		Jan - Dec 20		Budget		\$ Over Budget		% of Budget	
HOUSING	833.34	795.00	38.34	104.82%	10,000.08	9,500.00	500.08	105.26%								
License	175.00	0.00	175.00	100.0%	175.00	175.00	0.00	100.0%								
Professional Expenses	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%								
SALARY	1,648.32	1,235.00	413.32	133.47%	14,454.84	14,780.00	-325.16	97.8%								
Travel	0.00	0.00	0.00	0.0%	50.00	0.00	50.00	100.0%								
Total PASTOR	2,766.66	2,140.00	626.66	129.28%	25,999.92	26,275.00	-275.08	98.95%								
PRIDE WEEK ACTIVITIES	0.00	0.00	0.00	0.0%	0.00	500.00	-500.00	0.0%								
SAVING/PASTORAL SEARCH	0.00	0.00	0.00	0.0%	1,941.14	2,500.00	-558.86	77.65%								
STAFF																
ACCOMPANIST	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%								
MINISTER OF MUSIC	1,000.00	750.00	250.00	133.33%	9,250.00	9,000.00	250.00	102.78%								
OFFICE MANAGER	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%								
PAYROLL TAXES	76.51	40.00	36.51	191.28%	1,040.38	460.00	580.38	226.17%								
Total STAFF	1,076.51	790.00	286.51	136.27%	10,290.38	9,460.00	830.38	108.78%								
TN STATE ANNUAL	0.00	0.00	0.00	0.0%	20.00	20.00	0.00	100.0%								
WORSHIP																
Flowers Purchased	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%								
HONORARIUMS	500.00	0.00	500.00	100.0%	950.00	600.00	350.00	158.33%								
MUSIC	0.00	50.00	-50.00	0.0%	455.00	1,000.00	-545.00	45.5%								
WORSHIP SUPPLIES	0.00	0.00	0.00	0.0%	45.66	750.00	-704.34	6.09%								
Total WORSHIP	500.00	50.00	450.00	1,000.0%	1,450.66	2,350.00	-899.34	61.73%								
Total Expense	8,208.70	5,900.00	2,308.70	139.13%	86,229.65	76,985.00	9,244.65	112.01%								
Net Ordinary Income	1,837.98	1,700.00	137.98	108.12%	17,627.67	0.00	17,627.67	100.0%								
Net Income	1,837.98	1,700.00	137.98	108.12%	17,627.67	0.00	17,627.67	100.0%								

Metropolitan Community Church of Knoxville, TN						
Summary of Receipts & Disbursements for December 2020						
	<u>Month:</u>			<u>YTD:</u>		
	Undesignated	Designated	Total	Undesignated	Designated	Total
Receipts	8,721.68	1,325.00	10,046.68	84,473.88	19,383.44	103,857.32
Disbursements	6,895.85	1,312.85	8,208.70	70,203.70	16,025.95	86,229.65
Increase/(Decrease)	1,825.83	12.15	1,837.98	14,270.18	3,357.49	17,627.67

May 16, 2021 Congregational Meeting
MCCCKnoxville Jan-April 2021 Treasurer's Report

May 6, 2021

Year to Date Recap

1. 2021 receipts January - April exceeded disbursements by \$13,471.19. Our disbursements were less than budgeted as a result of not having in-person services.
2. Improved and consistent giving has put us in a solid financial position.
3. An anonymous donation of \$5,000 to the Building Fund has allowed us to complete significant maintenance and improvement work on our facility.
4. Anonymous donations to the Deacon's Fund have enabled our Deacons to better serve our members and friends.

2021 January – April Totals

	Budget	Actual
General Fund Receipts	29,132.00	35,183.39
Deacon's Fund Receipts	833.32	1,957.50

Balances as of 4/30/21

Total Current Assets	42,429.10
General Fund	13,281.45
Reserve Fund	18,760.78
Children's Ministry	1,815.45
Deacon's Fund	3,477.73
Deacon's Fund Gift Cards	4,342.48
General Conference	600.00

Metropolitan Community Church of Knoxville
Balance Sheet
As of April 30, 2021

	<u>Apr 30, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
CBBC OPERATING ACCOUNT	
BUILDING FUND	151.20
CHILDREN'S MINISTRY FUND	1,815.45
DEACON'S FUND	
Deacons Benevolence	<u>3,477.73</u>
Total DEACON'S FUND	3,477.73
General Conference	600.00
GENERAL FUND	13,281.45
RESERVE FUND	<u>18,760.78</u>
Total CBBC OPERATING ACCOUNT	38,086.61
CBBC Square and Paypal	<u>0.01</u>
Total Checking/Savings	38,086.62
Other Current Assets	
Deacons' Food City Cards	<u>4,342.48</u>
Total Other Current Assets	<u>4,342.48</u>
Total Current Assets	42,429.10
Fixed Assets	
BUILDING	<u>233,211.45</u>
Total Fixed Assets	<u>233,211.45</u>
TOTAL ASSETS	<u>275,640.55</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Cleaning Deposit	100.00
Direct Deposit Liabilities	<u>178.10</u>
Total Other Current Liabilities	<u>278.10</u>
Total Current Liabilities	<u>278.10</u>
Total Liabilities	278.10
Equity	
FUND BALANCE	261,891.26
Net Income	<u>13,471.19</u>
Total Equity	<u>275,362.45</u>
TOTAL LIABILITIES & EQUITY	<u>275,640.55</u>

Metropolitan Community Church of Knoxville
Profit & Loss
April 2021

	<u>Apr 21</u>
Ordinary Income/Expense	
Income	
INCOME	
BENEVOLENCES/DEACONS	
Deacon's Assistance	425.00
Homeless Min. Income	15.00
Total BENEVOLENCES/DEACONS	<u>440.00</u>
Outreach	275.00
TITHES AND OFFERINGS	<u>13,945.34</u>
Total INCOME	14,660.34
OTHER INCOME	
INTEREST INCOME - CBBC CKING	1.56
MISCELLANEOUS	0.00
Total OTHER INCOME	<u>1.56</u>
Total Income	<u>14,661.90</u>
Gross Profit	14,661.90
Expense	
Bank Fee	
Easy Tithe Fee	42.50
Total Bank Fee	42.50
BENEVOLENCES	
Deacon's Assistance	1,000.00
Homeless Min. Expenses	30.00
Total BENEVOLENCES	1,030.00
CONFERENCES/NETWORK GATHERINGS	
General Conference	150.00
Total CONFERENCES/NETWORK GATHERINGS	150.00
DENOMINATIONAL SUPPORT	
BOARD OF PENSIONS	467.25
UFMCC TITHES	442.93
UFMCC Tithes Forgiven	-66.44
Total DENOMINATIONAL SUPPORT	<u>843.74</u>

Profit & Loss

April 2021

	<u>Apr 21</u>
FACILITIES	
BUILDING MAINTENANCE	2,735.88
Cleaning	200.00
COPIER	18.51
FACILITIES ALARM SYSTEM	50.00
Internet	106.67
LAWN CARE	375.00
TECHNOLOGY/COMPUTERS	50.00
UTILITIES	378.00
	<hr/>
Total FACILITIES	3,914.06
OUTREACH	
WEBMASTER	25.00
	<hr/>
Total OUTREACH	25.00
PASTOR	
CELL PHONE	135.00
HOUSING	1,000.00
SALARY	1,267.08
	<hr/>
Total PASTOR	2,402.08
STAFF	
MINISTER OF MUSIC	750.00
PAYROLL TAXES	57.37
	<hr/>
Total STAFF	807.37
WORSHIP	
MUSIC	72.00
	<hr/>
Total WORSHIP	72.00
	<hr/>
Total Expense	9,286.75
	<hr/>
Net Ordinary Income	5,375.15
	<hr/>
Net Income	<u><u>5,375.15</u></u>

Metropolitan Community Church of Knoxville
Profit & Loss Budget vs. Actual
 January through April 2021

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 Cash Basis

	Apr 21	Budget	\$ Over Budget	% of Budget	Jan - Apr 21	Budget	\$ Over Budget	% of Budget	TOTAL
Ordinary Income/Expense									
Income									
FUND RAISERS									
SPECIAL FUNDRAISERS	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	
Total FUND RAISERS	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	
INCOME									
BENEVOLENCES/DEACONS									
Deacon's Assistance	425.00	20.00	405.00	2,125.0%	1,957.50	355.00	1,602.50	551.41%	
Homeless Min. Income	15.00	0.00	15.00	100.0%	1,107.50	0.00	1,107.50	100.0%	
Total BENEVOLENCES/DEACONS	440.00	20.00	420.00	2,200.0%	3,065.00	355.00	2,710.00	863.38%	
Outreach	275.00	500.00	-225.00	55.0%	275.00	500.00	-225.00	55.0%	
TITHES AND OFFERINGS	13,945.34	6,580.00	7,365.34	211.94%	36,752.61	26,320.00	10,432.61	139.64%	
Total INCOME	14,660.34	7,100.00	7,560.34	206.48%	40,092.61	27,175.00	12,917.61	147.54%	
OTHER INCOME									
INTEREST INCOME - CBCC KING	1.56	0.00	1.56	100.0%	5.52	3.00	2.52	184.0%	
KSPE Space Sharing	0.00	350.00	-350.00	0.0%	1,400.00	1,400.00	0.00	100.0%	
MISCELLANEOUS	0.00	0.00	0.00	0.0%	9.26	60.00	-50.74	15.43%	
SBA Loan/Grant	0.00	0.00	0.00		2,016.50				
Total OTHER INCOME	1.56	350.00	-348.44	0.45%	3,431.28	1,463.00	1,968.28	234.54%	
Total Income	14,661.90	7,450.00	7,211.90	196.8%	43,523.89	28,638.00	14,885.89	151.98%	
Gross Profit	14,661.90	7,450.00	7,211.90	196.8%	43,523.89	28,638.00	14,885.89	151.98%	
Expense									
ADMINISTRATION									
MISCELLANEOUS EXPENSES	0.00	0.00	0.00	0.0%	0.00	100.00	-100.00	0.0%	
OFFICE SUPPLIES	0.00	110.00	-110.00	0.0%	0.00	385.00	-385.00	0.0%	
Total ADMINISTRATION	0.00	110.00	-110.00	0.0%	0.00	485.00	-485.00	0.0%	
Bank Fee									
Easy Tithe Fee	42.50	20.00	22.50	212.5%	192.94	80.00	112.94	241.18%	
Total Bank Fee	42.50	20.00	22.50	212.5%	192.94	80.00	112.94	241.18%	
BENEVOLENCES									
Deacon's Assistance	1,000.00	100.00	900.00	1,000.0%	1,528.36	300.00	1,228.36	509.45%	
Homeless Min. Expenses	30.00	0.00	30.00	100.0%	1,320.00	0.00	1,320.00	100.0%	
Total BENEVOLENCES	1,030.00	100.00	930.00	1,030.0%	2,848.36	300.00	2,548.36	949.45%	
CONFERENCES/NETWORK GATHERINGS									
General Conference	150.00	0.00	150.00	100.0%	600.00	0.00	600.00	100.0%	
Network Gatherings	0.00	500.00	-500.00	0.0%	0.00	500.00	-500.00	0.0%	
Total CONFERENCES/NETWORK GATHERINGS	150.00	500.00	-350.00	30.0%	600.00	500.00	100.00	120.0%	
DENOMINATIONAL SUPPORT									
BOARD OF PENSIONS	467.25	312.00	155.25	149.76%	867.75	624.00	243.75	139.06%	
UFMCC TITHES	442.93	559.00	-116.07	79.24%	2,947.17	2,236.00	711.17	131.81%	
UFMCC Tithes Forgiven	-66.44	0.00	-66.44	100.0%	-442.08	0.00	-442.08	100.0%	

Metropolitan Community Church of Knoxville
Profit & Loss Budget vs. Actual
 January through April 2021

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 Cash Basis

	TOTAL							
	Apr 21	Budget	\$ Over Budget	% of Budget	Jan - Apr 21	Budget	\$ Over Budget	% of Budget
Total DENOMINATIONAL SUPPORT FACILITIES	843.74	871.00	-27.26	96.87%	3,372.84	2,860.00	512.84	117.93%
BUILDING MAINTENANCE	2,735.88	1,096.00	1,639.88	249.62%	4,811.70	1,617.00	3,194.70	297.57%
Cleaning	200.00	200.00	0.00	100.0%	800.00	800.00	0.00	100.0%
COPIER	18.51	45.00	-26.49	41.13%	80.38	115.00	-34.62	69.9%
FACILITIES ALARM SYSTEM	50.00	0.00	50.00	100.0%	230.00	180.00	50.00	127.78%
INSURANCE	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Internet	106.67	150.00	-43.33	71.11%	736.69	600.00	136.69	122.78%
LAWN CARE	375.00	250.00	125.00	150.0%	375.00	250.00	125.00	150.0%
Pest Control	0.00	0.00	0.00	0.0%	100.00	150.00	-50.00	66.67%
TECHNOLOGY/COMPUTERS	50.00	50.00	0.00	100.0%	200.00	200.00	0.00	100.0%
UTILITIES	378.00	500.00	-122.00	75.6%	2,250.42	3,500.00	-1,249.58	64.3%
Total FACILITIES	3,914.06	2,291.00	1,623.06	170.85%	9,584.19	7,412.00	2,172.19	129.31%
MINISTRY DEVELOPMENT	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Friday Night Social	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total MINISTRY DEVELOPMENT	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
OUTREACH	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
ACT blanket ministry	0.00	0.00	0.00	0.0%	0.00	200.00	-200.00	0.0%
ADVERTISING	0.00	100.00	-100.00	0.0%	0.00	100.00	-100.00	0.0%
EVENTS	0.00	0.00	0.00	0.0%	124.54	0.00	0.00	0.0%
ORGANIZATIONS	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
WEBMASTER	25.00	25.00	0.00	100.0%	100.00	100.00	0.00	100.0%
Welcome/Outreach Materials	0.00	0.00	0.00	0.0%	0.00	200.00	-200.00	0.0%
Total OUTREACH	25.00	125.00	-100.00	20.0%	224.54	600.00	-375.46	37.42%
PASTOR	135.00	135.00	0.00	100.0%	540.00	540.00	0.00	100.0%
CELL PHONE	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
CONTINUING EDUCATION	1,000.00	1,000.00	0.00	100.0%	4,000.00	4,000.00	0.00	100.0%
HOUSING	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
License	1,267.08	1,267.00	0.08	100.01%	5,368.36	5,068.00	300.36	105.93%
SALARY	2,402.08	2,402.00	0.08	100.0%	9,908.36	9,608.00	300.36	103.13%
Total PASTOR	0.00	200.00	-200.00	0.0%	0.00	200.00	-200.00	0.0%
PRIDE WEEK ACTIVITIES	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
STAFF	750.00	750.00	0.00	100.0%	3,000.00	3,000.00	0.00	100.0%
ACCOMPANIST	57.37	56.00	1.37	102.45%	229.47	224.00	5.47	102.44%
MINISTER OF MUSIC	807.37	806.00	1.37	100.17%	3,229.47	3,224.00	5.47	100.17%
PAYROLL TAXES	0.00	0.00	0.00	0.0%	20.00	20.00	0.00	100.0%
Total STAFF	0.00	0.00	0.00	0.0%	0.00	200.00	-200.00	0.0%
TN STATE ANNUAL WORSHIP	0.00	0.00	0.00	0.0%	0.00	200.00	-200.00	0.0%
HONORARIUMS	72.00	100.00	-28.00	72.0%	72.00	400.00	-328.00	18.0%
MUSIC								

Metropolitan Community Church of Knoxville
Profit & Loss Budget vs. Actual
 January through April 2021

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 Cash Basis

	Apr 21	Budget	\$ Over Budget	% of Budget	Jan - Apr 21	Budget	\$ Over Budget	% of Budget	TOTAL
WORSHIP SUPPLIES	0.00	100.00	-100.00	0.0%	0.00	250.00	-250.00	0.0%	
Total WORSHIP	72.00	200.00	-128.00	36.0%	72.00	850.00	-778.00	8.47%	
Total Expense	9,286.75	7,625.00	1,661.75	121.79%	30,052.70	26,139.00	3,913.70	114.97%	
Net Ordinary Income	5,375.15	-175.00	5,550.15	-3.071.51%	13,471.19	2,499.00	10,972.19	539.06%	
Net Income	5,375.15	-175.00	5,550.15	-3.071.51%	13,471.19	2,499.00	10,972.19	539.06%	

Metropolitan Community Church of Knoxville, TN						
Summary of Receipts & Disbursements for April 2021						
	<u>Month:</u>			<u>YTD:</u>		
	Undesignated	Designated	Total	Undesignated	Designated	Total
Receipts	13,946.90	715.00	14,661.90	35,183.89	8,340.00	43,523.89
Disbursements	5,470.87	3,815.88	9,286.75	22,355.54	7,697.16	30,052.70
Increase/(Decrease)	8,476.03	(3,100.88)	5,375.15	12,828.35	642.84	13,471.19

BOARD OF DIRECTORS ACTIONS REPORT
Congregational Meeting
May 16, 2021

The Board of Directors works on behalf of the congregation as steward and administrator of the church's funds. The Board also supports both short and long term church plans and activities. Since the last Congregational Meeting on October 18, 2020, the Board has:

- Met eight times in-person and virtually. Other business was handled by email.
- Monitored income and expenses to ensure that the mission of the church continues. We continue to pay all our bills from the funds generously donated by our members and friends.
- Ensured that the primary functions of the office remain covered with volunteers. We thank Robert and Ginny for the hours they spend in the office each week.
- Continued to carefully monitor the COVID-19 pandemic and adjusted worship and other gatherings as appropriate to keep everyone safe. We look forward to the resumption of our indoor in-person worship in June.
- Continued to respond to the requirements of the federal government CARES Act grant and loan. We thank Robert for attending to all the details related to this.
- Held a Strategic Planning meeting which was focused on Volunteer Development.
- Authorized a new AA group to use our facilities on Tuesday evenings.
- Began work on audio/visual upgrades to the sanctuary to support hybrid in-person/virtual worship.
- Continued to manage issues related to our sponsorship and space sharing agreement with the Knoxville School of Progressive Education. The most challenging issue has been concerning the fire marshal's inspection finding our fire alarm system was inoperable.
- Managed a wide range of maintenance issues including tree removal and fire alarm system replacement. Ruby will report on this in more detail. We thank her and her team for all their hard work.

Maintenance Report 2020/2021

1. Gutter Screens installed; drain lines running off down spouts cleared and capped
2. Installation of enclosed Plexiglas message board on main building
3. Installation of new fire alarm system; contracted with new monitoring service, CPI; installed 4 smoke detectors
4. Converted outdoor Annex flood light to radar motion sensor light
5. Removal of 2 Weeping Cherry Trees/stumps ground; trimmed Japanese Maple from roof line
6. Picnic tables placed in "The Grove"
7. Installation of keypad door lock at kitchen entrance of the main sanctuary
8. Installation of new door knob on Annex
9. Pest control treatment for bug infestation from Food City food boxes
10. Installation of sump-pump on indoor AC unit
11. Repair of collapsed heating and air duct work in attic
12. Installation of new outdoor motion sensor lights
13. Repaired Freon leak in outdoor AC unit
14. New rugs purchased for Annex door entrance
15. Painted and re-lettered/re-numbered mailbox
16. Geraniums planted in outdoor planters
17. Removal of debris surrounding storage shed
18. Front beds mulched and weeded
19. Crape Myrtles/Honeysuckle trimmed around prayer garden
20. Tree branches trimmed in "The Grove"
21. New fire pit installed
22. Installation of MCC-K lettering on building(In process)
23. Installation of new exterior door/door frame/threshold(In process)
24. Solar light caps installed on wheel chair ramp

Social Committee Report

Due to Covid-19, our social events were cancelled in 2020.

On **March 30**, 2021, the Social Committee met via zoom to plan safe events for 2021.

On **April 17**, we reserved a shelter at Cove Lake State Park. The weather forecast forced event cancellation.

On **April 30**, about 25 people gathered at the church to reconnect and enjoy the newly created fire pit near the prayer garden. Everyone brought a chair and their dinner and visited in the parking lot.

On **May 21**, we will gather at MCC at 6:00. "The Party" will be another opportunity to reconnect and celebrate all the birthdays, anniversaries and holidays we missed in 2020. We will be providing water, petit fours pastries and single serve ice cream cups. Just bring your dinner, a chair, a wrapped gift valued at \$10.00, and enjoy the fun.

On **June 26**, shelter 6 is reserved at Cove Lake State Park. Please watch for additional information about this event in "The Word."

LAY DELEGATES REPORT

May 10, 2021

Dear MCC-Knoxville Congregation,

In October 2020 I was officially voted Lay Delegate for MCKK. Since voted your lay delegate, I have continued to familiarize myself with the MCC-Knoxville's job description for lay delegates and reading the MCCs lay delegate manual, found on the MCC website.

In January I attended a global forum to learn about and hear from the new candidates for elders and in February the pastors and lay delegates voted to affirm the eight new elders.

I'm looking forward to attend two MCKK board meetings this year and contributing to the WORD once a month to fill the congregation in on the global scene. I'm very excited about General Conference which I will attend in July 2022 in Austin, Texas.

Thank you for electing me to serve as your lay delegate. I look forward to proudly representing the lay members of MCC-Knoxville at the local, network, national and global levels.

Thank you.

Sincerely, Carrie Roller

DEACON'S REPORT, CONGREGATIONAL MEETING MAY 16, 2021

FOOD PANTRY

There has been a drop in the requests for food since the pandemic started in 2020. We have ensured that our food pantry is included with organizations addressing food insecurity. This drop in requests has been seen throughout the Knoxville area. Because of the location of our church, we are unable to put out signs in front of our church, as other places do, that would be seen by people in need. Flyers have been placed, about the availability of our pantry, in places thought to be seen by people who might be in need of food. Other options are being considered.

Many thanks to all who have helped with the food pantry. Cathy, Steve, Ginny, Artha, and Gary who staffed the two one-hour pickup windows we advertise from Thanksgiving through Christmas. Extra thanks go out to Ginny for preparing baskets and to Cathy for shopping, preparing and delivering baskets. Thank you for making a difference!

FOOD BASKETS GIVEN OUT

1 st Quarter 2019	22	1 st Quarter 2020	16	1 st Quarter 2021	15
2 nd Quarter 2019	21	2 nd Quarter 2020	14		
3 rd Quarter 2019	30	3 rd Quarter 2020	20		
4 th Quarter 2019	35	4 th Quarter 2020	18		

We gave out 62% of baskets in 2020 compared to that in 2019.

There is currently ample supply of food in the pantry and we have \$4342 in Food City Gift cards. Contact Deacon CB for more information about the Food Pantry.

DEACON'S FUND

Thanks to the generous contributions of our congregants and St. Ninians, we were able to help 4 people through our Deacon's Fund. We helped with rent,

moving expenses, and a bus pass. We are blessed to have \$3478 remaining in this fund.

WORKSHIP

The Deacons have continued to participate in worship leadership including the celebration of communion.

MEMBERSHIP FOLLOW-UP

As part of the regular duty of Deacons, we have been in contact with many of you over these months just to check in as well as being in touch with those who have been ill.

Rev. Colleen tasked the Deacons with following up with members who have not responded to the Membership Covenant Renewal. Contact Deacon Kathy or Pastor Colleen if you have questions about the Membership Covenant Renewal.

WORSHIP ATTENDANCE

Kathy Hyland tracks the weekly worship attendance on zoom, facebook live, and in-person. This assists us in identifying people who may be absent and need a call to check on them.

A Place At The Table (APATT)

A Place at the Table is a separate 501(c)3 organization with its own Board of Directors. While many of its volunteers and board members are members of MCC Knoxville, it operates separately. From having been an integral part of its founding, we continue to support this ministry with volunteers, food donations, and sharing news and information about this important work with our homeless neighbors. If you wish to support this ministry financially, you can make donations directly to APATT. All funds received for APATT have been passed to them. If you wish to volunteer, please speak to Deacon Lois.

Recently APATT was able to obtain a small office space which now houses their freezers, fridges and canned goods. You might notice that the upright freezer is no longer in MCCCK's kitchen as it moved to APATT's new place. We celebrate with them on this new development that makes things logistically easier for the cooks and those picking up the food donations. Contact Deacon Lois if you have questions about APATT.