

ADMINISTRATION COUNCIL REPORT

Administration Council Minutes, April 27, 2010

The meeting was called to order by Acting Moderator, Drew Nagle, at 10:05 a.m. Sue Krummel led devotions and prayer.

The agenda was approved as distributed.

The minutes of the January Administration Council meeting and the February Presbytery meeting were approved as distributed.

The quarterly report of Assets, Liabilities and Net Assets as well as the Per Capita and Mission reports were received. (See Appendix A.)

The audit is in process and the report will be ready for the July presbytery meeting.

Council decided to ask the director of the United Media Resource Center to provide us with statistics of the usage by the churches of the presbytery over the last 12 months. A decision will be made at the June meeting of the Council about whether to continue membership in this center.

A discussion was held about expenses incurred by the Administrative Commission for the New Church Development in Quincy. Amy Gardner will contact the moderators of the AC and the treasurer of the group to have them prepare a five year budget, including Presbytery contributions. Expenses will be paid from the money held in escrow for the group from the settlement at the time of the dissolution of the First Presbyterian Church of Quincy.

A discussion was held about how to encourage congregations/sessions to support the work of the presbytery with their financial gifts. Members of the Council were asked to think about the questions "Is the work of the presbytery of value to our congregations? If so, how shall we fund it?" for the next meeting and to bring some ideas about interaction with the churches.

The Council talked about the recommendation that will be coming to General Assembly in July to denounce Caterpillar Inc. for its profit-making in the Middle East. The Council directed Sue Krummel and Andy Gifford to respond to an invitation to meet with leadership from Louisville by offering to meet by electronic means. The Council also voted to call a Special Presbytery meeting in conjunction with its June meeting in order to address the issues for this presbytery in relationship to this proposed action by the GA. They will ask the Peoria area pastors to create a document for that meeting to which the presbytery could respond.

A thank you letter was received from Gradye Parsons, Stated Clerk of the GA, for our payment in full of our per capita for 2009.

Drew Nagle reviewed the work groups of the Council. Members were asked to think about serving on Personnel; Budget and Finance; Trustees or Manual and Bylaws.

Council approved a change in the job description for Amy Gardner (Appendix B). They also voted to increase her salary to \$25.00 per hour for up to 25 hours per week, retroactive to the anniversary of her date of hire.

Julie Bainbridge and Patti Parrish have completed level one certification with APA, a professional organization for Presbyterian support staff. They will host two meetings of the group in Peoria in the coming months.

Presbytery of Great Rivers
July 27, 2010

The Personnel evaluation for Sue Krummel will be on September 7 with the Personnel work group along with a group of other leaders from the presbytery.

The Haddican-Lee Scholarship in the amount of \$665.83 was awarded to Logan Samuel Eidson for 2010.

The Hopedale Church has closed. An appraisal has been done and the appraised value of the building and land is \$40,000. The council approved the sale of the building for anything over \$30,000. Andy Gifford, Mike Orr and Sue Krummel will work with the former pastor and an interested buyer to secure the building, provide for its maintenance, and work toward a sale of the property.

The Sherrard manse has sold for \$82,500.

The Council members will be polled to determine the next meeting date, either June 23 or June 30.

Respectfully Submitted,

Susan D. Krummel
Stated Clerk

APPENDIX A

PRESBYTERY OF GREAT RIVERS SHARED MISSION AND PER CAPITA SUPPORT BY CHURCH YTD THROUGH APRIL 15, 2010						
CHURCH	MISSION			PER CAPITA		
	2010 PLEDGED	PAID	PAYMENTS (OVER) UNDER PLEDGE	2010 DUE	PAID	BALANCE REMAINING
ADAIR - WEST PRAIRIE	-	-	-	780.00	780.00	-
ALEDO - COLLEGE AVENUE	1,000.00	1,000.00	-	8,138.00	3,255.20	4,882.80
ALEDO - SUNBEAM	-	130.00	(130.00)	858.00	858.00	-
ALEXIS - NORWOOD	1,300.00	-	1,300.00	3,666.00	3,666.00	-
ALEXIS - UNITED	-	-	-	4,290.00	-	4,290.00
ATHENS - INDIAN POINT	1,000.00	1,000.00	-	1,118.00	1,118.00	-
BARTONVILLE - TRINITY	3,000.00	750.00	2,250.00	1,144.00	1,144.00	-
BIGGSVILLE - UNITED	-	250.12	(250.12)	4,342.00	1,079.26	3,262.74
BLOOMINGTON - SECOND	10,000.00	-	10,000.00	42,588.00	10,647.01	31,940.99
BLOOMINGTON - ST LUKE UNION	4,575.00	-	4,575.00	4,238.00	2,025.00	2,213.00
BUFFALO - BUFFALO HART	2,000.00	1,700.00	300.00	1,794.00	1,742.00	52.00
BUFFALO PRAIRIE	-	-	-	4,056.00	-	4,056.00
BUSHNELL - FIRST	-	-	-	3,042.00	-	3,042.00
CANTON - FIRST	-	-	-	4,706.00	2,392.00	2,314.00
CARLINVILLE - FEDERATED	6,100.00	1,525.03	4,574.97	2,210.00	-	2,210.00
CARROLLTON - FIRST	-	-	-	1,274.00	-	1,274.00
CARTHAGE - FIRST	2,652.00	-	2,652.00	2,652.00	2,652.00	-
CHATHAM	-	-	-	10,686.00	10,686.00	-
CHENOA - FIRST	100.00	-	100.00	1,404.00	1,404.00	-
CLAYTON - FEDERATED	1,690.00	281.65	1,408.35	754.00	754.00	-
CLINTON	8,000.00	-	8,000.00	4,602.00	4,602.00	-
COAL VALLEY - FIRST	-	100.00	(100.00)	4,810.00	4,810.00	-
COOKSVILLE - UNION FEDERATED	-	-	-	312.00	-	312.00
DANVERS - FIRST	-	-	-	4,992.00	2,496.00	2,496.00
DELAVAN - FIRST	3,000.00	750.00	2,250.00	2,704.00	676.00	2,028.00
DIVERNON - FIRST	-	-	-	1,092.00	-	1,092.00

Presbytery of Great Rivers
July 27, 2010

EAST MOLINE - FIRST	-	750.00	(750.00)	4,992.00	4,966.00	26.00
EDWARDS - KOREAN	4,580.00	-	4,580.00	1,612.00	1,612.00	-
ELMWOOD - FIRST	-	-	-	3,692.00	-	3,692.00
ELVASTON	-	-	-	2,470.00	-	2,470.00
EUREKA	-	-	-	1,118.00	1,118.00	-
FARMINGTON - FIRST UNITED	4,600.00	1,533.32	3,066.68	3,172.00	1,688.28	1,483.72
FOUNTAIN GREEN - CARTHAGE	-	-	-	1,872.00	-	1,872.00
GALESBURG - FIRST UNITED	-	-	-	13,000.00	13,000.00	-
GENESE0 - FIRST	3,700.00	-	3,700.00	5,304.00	1,501.50	3,802.50
GREEN VALLEY - FIRST	-	1,030.00	(1,030.00)	1,638.00	1,638.00	-
GREENVIEW - UNITED	500.00	125.00	375.00	3,588.00	897.00	2,691.00
HAMILTON - BETHEL	-	-	-	2,028.00	-	2,028.00
HOPEDALE - UNITED	-	-	-	416.00	-	416.00
IPAVA - UNITED	-	50.00	(50.00)	1,326.00	1,326.00	-
JACKSONVILLE - FIRST	27,930.00	9,310.04	18,619.96	14,170.00	4,723.32	9,446.68
KIRKWOOD - WESTMINSTER	1,200.00	-	1,200.00	2,444.00	-	2,444.00
KNOXVILLE - FIRST	1,260.00	-	1,260.00	1,742.00	-	1,742.00
LEROY - FIRST	-	-	-	4,836.00	960.00	3,876.00
LEWISTOWN - FIRST	1,500.00	375.00	1,125.00	2,366.00	2,366.00	-
LINCOLN - FIRST	21,200.00	11,060.00	10,140.00	5,278.00	2,080.00	3,198.00
LITTLE YORK - LITTLE CEDAR	-	-	-	2,262.00	2,262.00	-
MACOMB - FIRST	30,225.00	8,243.16	21,981.84	13,338.00	3,637.65	9,700.35
MACOMB - SCOTLAND TRINITY	-	-	-	1,690.00	1,690.00	-
MASON CITY - UNITED	-	1,050.00	(1,050.00)	2,808.00	2,808.00	-
MEDIA - U P COMMUNITY	-	-	-	1,326.00	-	1,326.00
MEDORA - SUMMERVILLE	-	-	-	234.00	-	234.00
MIDDLETOWN - FIRST	-	-	-	1,352.00	-	1,352.00
MILAN - FIRST	6,000.00	-	6,000.00	4,134.00	4,134.00	-
MOLINE - FIRST	-	402.49	(402.49)	8,736.00	2,197.00	6,539.00
MONMOUTH - FAITH UNITED	-	-	-	9,386.00	-	9,386.00
MONMOUTH - HERITAGE UNITED	-	-	-	2,600.00	-	2,600.00
MONMOUTH - SUGAR TREE GROVE	-	-	-	1,040.00	-	1,040.00
MORTON - FIRST	-	-	-	1,664.00	1,664.00	-
MT STERLING - P C OF CHRIST	-	-	-	1,326.00	663.00	663.00
NAUVOO - FIRST	-	-	-	832.00	208.00	624.00

Presbytery of Great Rivers
 July 27, 2010

NEW WINDSOR - UNITED	8,500.00	1,178.00	7,322.00	4,706.00	4,706.00	-
NIOTA - APPANOOSE FAITH	4,100.00	1,366.68	2,733.32	1,586.00	801.66	784.34
NORMAL - FIRST	36,000.00	12,000.00	24,000.00	13,780.00	9,186.68	4,593.32
NORMAL - NEW COVENANT	-	-	-	598.00	598.00	-
ONEIDA-FIRST	-	-	-	1,144.00	1,144.00	-
ORION - BEULAH	-	-	-	2,912.00	-	2,912.00
PEKIN - FIRST	1,000.00	1,000.00	-	4,108.00	-	4,108.00
PEORIA - BETHEL	-	-	-	546.00	546.00	-
PEORIA - FIRST FEDERATED	10,000.00	3,333.36	6,666.64	12,324.00	4,108.00	8,216.00
PEORIA - NORTHMINSTER	-	-	-	16,432.00	-	16,432.00
PEORIA - UNITED	-	-	-	15,730.00	2,621.66	13,108.34
PEORIA - WESTMINSTER	-	1,192.50	(1,192.50)	7,904.00	2,060.50	5,843.50
PERRY	-	-	-	468.00	468.00	-
PETERSBURG - CENTRAL	7,370.00	1,842.50	5,527.50	4,576.00	3,050.68	1,525.32
PLEASANT PLAINS - FARMINGDALE	-	813.00	(813.00)	2,808.00	702.00	2,106.00
PRAIRIE CITY - FIRST	-	-	-	1,274.00	-	1,274.00
PRINCEVILLE - FIRST	-	-	-	3,016.00	754.00	2,262.00
QUINCY - ELLINGTON MEMORIAL	4,500.00	812.00	3,688.00	3,042.00	3,042.00	-
REYNOLDS - HAMLET PERRYTON	-	-	-	2,704.00	-	2,704.00
RIO	-	-	-	2,886.00	2,886.00	-
ROCK ISLAND - BROADWAY	-	-	-	6,968.00	1,297.60	5,670.40
ROCK ISLAND - GLORIA DEI	-	-	-	1,040.00	-	1,040.00
ROCK ISLAND - GOOD SHEPHERD	-	-	-	7,384.00	-	7,384.00
ROCK ISLAND - SOUTH PARK	-	-	-	8,528.00	-	8,528.00
RUSHVILLE - FIRST	-	-	-	3,302.00	754.00	2,548.00
SEATON - CENTER	-	-	-	2,132.00	2,132.00	-
SHERRARD - COMMUNITY	-	-	-	2,080.00	-	2,080.00
SPRINGFIELD - FIRST	-	3,133.35	(3,133.35)	11,232.00	2,866.50	8,365.50
SPRINGFIELD - HOPE	-	-	-	2,548.00	2,548.00	-
SPRINGFIELD - KNOX	3,100.00	1,033.34	2,066.66	1,898.00	640.00	1,258.00
SPRINGFIELD - KOREAN UNITED	-	-	-	1,092.00	1,066.00	26.00
SPRINGFIELD - THIRD	-	-	-	8,970.00	2,348.00	6,622.00
SPRINGFIELD - WESTMINSTER	-	7,076.23	(7,076.23)	31,564.00	8,608.38	22,955.62
STRONGHURST	-	-	-	728.00	-	728.00
TALLULA - ROCK CREEK	-	-	-	2,990.00	2,990.00	-

Presbytery of Great Rivers
 July 27, 2010

TAYLOR RIDGE - EDGINGTON	-	-	-	6,916.00	-	6,916.00
VIOLA - UNITED	-	-	-	1,924.00	-	1,924.00
VIRDEN - FIRST	-	250.50	(250.50)	1,144.00	416.00	728.00
VIRGINIA - FIRST	-	-	-	2,210.00	-	2,210.00
VIRGINIA - SANGAMON VALLEY	-	-	-	1,040.00	-	1,040.00
WARSAW - FIRST	3,510.00	-	3,510.00	3,510.00	3,510.00	-
WASHINGTON	7,000.00	7,000.00	-	4,160.00	3,744.00	416.00
WHITE HALL - FIRST	-	-	-	1,274.00	1,274.00	-
WOODHULL - UNITED	-	-	-	3,952.00	3,952.00	-
WOODSON - UNITY	-	-	-	286.00	286.00	-
YATES CITY - FAITH UNITED	-	1,757.00	(1,757.00)	2,106.00	2,106.00	-
Totals	232,192.00	85,204.27	146,987.73	475,566.00	191,139.88	284,426.12

Balance Sheet for March 2010

	2010	2009	Increase/ (Decrease)	Percentage Change
Assets				
Cash				
Checking and Savings Account	\$ 318,371	\$ 318,347	24	0%
Investments	772,227	802,455	-30,228	-4%
Prepaid Expense	-	402	-402	-100%
Lease Deposit	2,499	2,499		
Mortgage Note Receivable	46,643	51,397	-4,754	-9%
Fixed Assets				
Equipment, Net of Accumulated Depreciation	19,643	28,061	-8,418	-30%
Total Assets	\$ 1,159,383	\$1,203,161	-43,778	-4%
Liabilities and Net Assets				
Liabilities				
Liabilities Payable	\$ (1,136)	\$ 16,742	-17,878	-107%
Pass Thru Liabilities	25,996	52,317	-26,321	-50%
Capital Lease Payable	6,051	5,760	291	5%
Total Liabilities	\$ 30,911	\$ 74,819	-43,908	-59%
Net Assets				
Unrestricted	\$ 863,056	\$ 847,698	15,358	2%
Designated				
Small Churches	\$ 2,914	\$ 2,914		
Springfield Fifth Disposition	48,061	54,943	-6,882	-13%
Quincy New Church Development	180,940	25,000	155,940	624%
Equipment	-	31,633	-31,633	-100%
Disaster Relief - Flooding and Storms	2,379	11,747	-9,368	-80%
Occupancy Costs	-	109,520	-109,520	-100%
Total Designated	\$ 234,294	\$ 235,757	-1,463	-1%
Temporarily Restricted				
PGR Katrina Relief	\$ -	\$ 385	-385	-100%
PDA Flood Relief	-	10,805	-10,805	-100%
Quincy New Church Development				
Operations	-	10,699	-10,699	-100%
Preparation for Ministry	8,435	223	8,212	3683%
Peacemaking	12,221	9,490	2,731	29%
Ministers Temporary Disability	10,465	13,285	-2,820	-21%
Total Temporarily Restricted	\$ 31,121	\$ 44,887	-13,766	-31%
Total Net Assets	\$ 1,128,472	\$1,128,342	130	0%
Total Liabilities and Net Assets	\$ 1,159,383	\$1,203,161	-43,778	-4%

PRESBYTERY OF GREAT RIVERS
STATEMENT OF SUPPORT AND REVENUES AND EXPENSES - CASH BASIS
ACTUAL TO BUDGET COMPARATIVE
YEAR TO DATE MARCH 31, 2010

	Actual	Annual Budget	(Over)Under	Percent of Budget Used
Support and Revenue				
Budgeted				
Congregational Support				
Per Capita	\$ 108,383	\$ 273,700	\$ 165,317	40%
Mission	40,674	160,000	119,326	25%
Total Congregational Support	149,057	433,700	284,643	34%
Investment Income	3,203	20,000	16,797	16%
Total Receipts	\$ 152,260	\$ 453,700	\$ 301,440	34%
Net Assets-Use of Reserves to Balance Budget	-	41,650	n/a	
Total Budgeted	\$ 152,260	\$ 495,350	\$ 301,440	31%
Other				
Presbytery Peacemaking Support	888	-		
Other Receipts	1,570	-		
Total Other	\$ 2,458	\$ -		
Total Support and Revenue	\$ 154,718	\$ 495,350		31%
Expenses				
Budgeted				
Salaries and Related Expenses				
Executive Presbyter	\$ 23,979	\$ 101,450	\$ 77,471	24%
Stated Clerk	166	4,200	4,034	4%
Administrative Assistant	5,465	25,000	19,535	22%
Senior Administrative Assistant	10,157	44,200	34,043	23%
Financial Secretary	6,808	30,850	24,042	22%
Temporary Staff	2,711	12,000	9,289	23%
Compensation Package Cushion	-	15,000	15,000	
Total Salaries and Related Expenses	\$ 49,286	\$ 232,700	\$ 183,414	21%
Presbytery Office				
Occupancy	\$ 10,244	\$ 41,000	\$ 30,756	25%
Office Operations and Supplies	6,968	34,800	27,832	20%
Equipment Replacement and Purchase	170	1,750	1,580	10%
Workers Compensation Insurance	1,339	1,000	(339)	134%
Total	\$ 18,721	\$ 78,550	\$ 59,829	24%
Expenses (continued)				
Budgeted				
Administration and Visioning Councils				
Audit	\$ -	\$ 6,400	\$ 6,400	
Liability Insurance	-	3,400	3,400	
Legal Fees	-	50	50	

Presbytery of Great Rivers
July 27, 2010

Prior Year GA and Synod Per Capita Paid	13,091	14,000	909	94%
	<u>\$ 13,091</u>	<u>\$ 23,850</u>	<u>\$ 10,759</u>	<u>55%</u>
Meeting Expense - All Councils, Committees, and Task Forces				
Travel and Miscellaneous	\$ 2,280	\$ 8,000	\$ 5,720	29%
Program Expenses				
Council	\$ 10,546	\$ 17,950	\$ 7,404	59%
Committee on Ministry	(500)	13,100	13,600	-4%
Committee on Preparation for Ministry	390	10,000	9,610	4%
Mission Initiative Grants	2,000	100,000	98,000	2%
Peacemaking Grants	5,000	5,000	-	100%
	<u>\$ 17,436</u>	<u>\$ 146,050</u>	<u>\$ 128,614</u>	<u>12%</u>
Total Budgeted	\$ 100,814	\$ 489,150		21%
Other Expenses				
Springfield 5th Disposition Donation	-	-		
Interest and Fees Expense	175	-		
Depreciation Expense	-	6,200		
	<u>\$ 175</u>	<u>\$ 6,200</u>		
Total Expenses	<u>\$ 100,989</u>	<u>\$ 495,350</u>		<u>20%</u>
Excess of Support and Revenue Over Expenses	<u>\$ 53,729</u>	<u>\$ -</u>		

APPENDIX B

Presbytery of Great Rivers Position Description Accountant

- I. **Purpose**
To enhance the ministry and mission of the Presbytery of Great Rivers.
 - II **Accountability**
This person is employed by the Presbytery and is accountable to the Presbytery through the Personnel Work Group of the Administration Council and under the supervision of the General Presbyter.
 - III **Responsibilities**
Areas of responsibility: To manage the financial affairs of the Presbytery, with the counsel of the Trustees, Treasurer, and the General Presbyter.
- A. **General Ledger**
 - 1. Oversee the preparation of bank deposits and entry into the financial software.
 - 2. Recording of receipts and disbursements.
 - 3. Preparation of checks for the Treasurer's signature after verifying the vouchers/invoices for arithmetic accuracy, account number assigned and approving signatures.
 - 4. Preparation of semi-monthly employee payroll checks, monthly payroll tax liability deposits; quarterly payroll tax returns; annual forms W-2s and W-3s; annual forms 1099 and 1096, and related reports
 - 5. Maintain bank deposit authorization forms.
 - 6. Maintain financial files and subsidiary records.
 - 7. Analysis of investments, interest allocation and fund balances.
 - 8. Reconcile monthly financial accounts with bank statement.
 - 9. Prepare monthly financial statements for the Budget/Finance Work Group of the Administration Council
 - 10. Prepare Financial Statement for Assembly papers.
 - 11. Prepare flexible spending reimbursement checks and maintain accounting of individual employees' flexible spending accounts.
 - 12. Maintain fixed asset inventory listing; maintain depreciation schedule.
 - 13. Transmit General Assembly & Synod mission funds on a monthly basis.
 - B. **Mission**
 - 1. Maintain a process by which the Administrative Assistant may provide churches with information on the pledging, validation and remittance process.
 - 2. Review of mission remittances for consistency with the church's pledge or its history of giving.
 - 3. Maintain a process by which the Administrative Assistant may provide information to churches in regard to per capita paid and mission remitted.
 - C. **Budget**
 - 1. Work with the treasurer in the annual preparation of the detail budget for Presbytery approval and enter into the financial software, making adjustments when directed by the appropriate Presbytery unit.
 - D. **Resources**
 - 1. Annually compute and prepare a statement of per capita due for the succeeding year for the Senior Administrative Assistant to mail to each church.
 - 2. Provide financial advice to the Presbytery's Trustees and to member churches.
 - 3. Maintain a record of per capita delinquencies for follow-up by the Trustees and correspond with churches concerning per capita status upon direction of Trustees.

E. Audit

1. Preparation of schedules for auditors prior to their arrival.
2. Work with auditors during the audit providing data as requested.

G. Maintain Corporation Records

1. File the Annual Report of the General Not For Profit Corporation Act with appropriate signatures and statements from the Trustees.
2. File any Corporation Name Changes, Statement of Change of Registered Agent and/or registered office with appropriate signature and statements from the Trustees.

H. Other Responsibilities

1. Correspond with individuals regarding mission contributions over \$250.
2. Serve as resource to various Presbytery units upon request.
3. Assist Administrative Commission at Quincy with financial record-keeping responsibilities.
4. Serve as resource for trustees regarding issues of closing churches.
5. Act as consultant to church financial officers.

IV. Evaluation

The General Presbyter and a representative from the Personnel Work Group of the Administration Council shall make a complete review and evaluation of this person's work annually.

Revised April 2010 by the Personnel Work Group for the Administration Council.

Administration Council Minutes, June 30, 2010

The meeting was opened with prayer by Vice Moderator, Drew Nagle, at 9:40 a.m.

The Council voted to ratify its evotes to approve the minutes of the February Presbytery meeting and the April Administration Council meeting.

A preliminary budget for 2011 was presented by the staff. Council discussed issues with regard to the budget, including the need for a critical reserve, the fact that the per capita has not been raised in our presbytery for several years, the fact that we have the lowest per capita in the Synod, and other matters. There was a proposal to raise the per capita gradually over the next several years. The moderator appointed a work group of Andy Gifford, Randy Saxon, Mike Orr, Amy Gardner and Sue Krummel to work on the budget. The entire Administration Council will meet by conference call at 9 a.m. on August 25 to approve a final per capita amount to recommend to the presbytery and to publicize to the congregations for their budgeting purposes.

Financial reports were reviewed. Amy Gardner and Mike Orr reported that the financial reports are in order. The Council asked Amy to publish for the presbytery meeting the schedule of cash and cash equivalents (without the account numbers.)

The 2009 audit is not yet done. There is frustration with the timeliness of the service we are receiving from our current auditing firm. Randy will work with Judy Stephens, the former moderator of the trustees, to see if she can help to expedite the process. Amy will also send Randy the current contract so that he can review it.

A letter was received from the Princeville session. They intend to withhold per capita for five years because of complaints about the work of this presbytery and another one in their process of calling a pastor. Randy Saxon will go to meet with their session, along with a member of COM, if an invitation can be received. Sue Krummel will send a letter to the moderator of the session asking for such an invitation. Randy Saxon began moderating.

Three people from the Quincy New Church Development and its Administrative Commission brought a budget to be approved by the Administration Council for recommendation to the presbytery. (See Appendix A). The budget presents a plan for the use of the money received from the settlement with the former First Presbyterian Church of Quincy that has been held in escrow. It also asks the presbytery to spend \$25,000 from reserves to match the

Presbytery of Great Rivers
July 27, 2010

same amount to be requested as a grant from General Assembly. If adequate progress is shown at the end of 18 months, the NCD intends to apply for another grant, with the same financial implications for the presbytery.

The Administration Council recommends that the presbytery approve the three year budget presented; the calls upon the presbytery to spend the escrow from the settlement and up to \$50,000 from reserves or other sources to match a GA grant.

The Administration Council also gave permission for the Administrative Commission to negotiate with a candidate for pastoral services within the parameters of this budget.

A letter was received from the Presbyterian Foundation with regard to a small trust that is administered by the Foundation on behalf of the First Presbyterian Church of Quincy. This church no longer exists and the presbytery is its legal successor. The Council voted to ask the Foundation to liquidate the fund in the amount of \$1,235 and to send this amount to the presbytery. The Council will then make a recommendation about how to use this money.

The Council talked about the United Media Resource Center in Springfield. To date in 2010, 14 congregations have used this service, most of them only once. The Council voted to give the United Media Resource Center notice that it is the presbytery's intention to end our relationship with them at the end of 2011.

The Hopedale church building has been sold for a price of \$35,000. The Council voted to use the money to support Vacation Bible Schools in the presbytery. Each church will be allowed to apply for up to \$500 per year and the money will be used until it is gone. The Visioning Council will be asked to administer this fund along with the Mission Initiative Grants.

There is an organization called "Sacred Places". Andy Gifford and Sue Krummel will continue to research their resources for helping to maintain old church buildings.

The Cathedral of Praise Church occupies the former Fifth Presbyterian Church building in Springfield and pays a mortgage on it. They are often late with both mortgage payments and insurance payments. Amy Gardner was asked to talk to the insurance company to see if we have any exposure as the mortgage holders if the insurance lapses. If we do, then Amy is authorized to pay the insurance to keep it current.

Andy Gifford, Randy Saxon and Sue Krummel reported on the Skype call with leaders at the General Assembly about the denouncement/divestment motions with regard to Caterpillar. The consensus was that it was not a fruitful discussion.

Sue Krummel presented some ideas about funding the presbytery. The Council covenanted to set aside one hour at its October meeting to talk about funding issues.

Respectfully submitted,
Sue Krummel, Stated Clerk

APPENDIX A

**Quincy Presbyterian Church
PROJECTED REVENUE & EXPENSE**

3 YR BUDGET Pro Forma (DRAFT)

Membership Assumption	20	30	40	60
General Assumption	STATIC	STATIC	STATIC	Adjust +3%
REVENUE	2010 BUDGET	2011 BUDGET	2012 BUDGET	2013 BUDGET
Pledges & Planned Giving	\$ 24,775.00	\$ 43,680.00	\$ 58,240.00	\$ 87,360.00
Loose Offerings	\$ 1,300.00	\$ 1,625.00	\$ 2,031.25	\$ 2,539.06
Endowment	\$ -	\$ -	\$ -	\$ -
External Fundraising Support	\$ -	\$ 25,000.00	\$ 50,000.00	\$ 75,000.00
Building Use	\$ -	\$ 500.00	\$ 500.00	\$ 500.00
Interest Income	\$ -	\$ -	\$ -	\$ -
Miscellaneous Income	\$ -	\$ -	\$ -	\$ -
Church Life Income	\$ -	\$ 250.00	\$ 250.00	\$ 500.00
REVENUE TOTAL	\$ 26,075.00	\$ 71,055.00	\$ 111,021.25	\$ 165,899.06
EXPENSES	2010 BUDGET	2011 BUDGET	2012 BUDGET	2013 BUDGET
Evangelism & Church Life				
World Mission (Extra-local)	\$ (1,303.75)	\$ (3,552.75)	\$ (5,551.06)	\$ (8,294.95)
Mission - Local Community Outreach	\$ (1,303.75)	\$ (3,552.75)	\$ (5,551.06)	\$ (8,294.95)
Wednesday Night Midweek Program	\$ -	\$ (2,600.00)	\$ (2,600.00)	\$ (2,678.00)
Vacation Bible School	\$ -	\$ -	\$ (500.00)	\$ (515.00)
Confirmation	\$ -	\$ (200.00)	\$ (250.00)	\$ (250.00)
TBA Activities, Programs & Special Events	\$ -	\$ (2,500.00)	\$ (2,500.00)	\$ (2,575.00)
	\$ (2,607.50)	\$ (12,405.50)	\$ (16,952.13)	\$ (22,607.91)
Worship				
Pulpit Supply	\$ (7,200.00)	\$ (1,000.00)	\$ (1,000.00)	\$ (1,000.00)
Accompanist	\$ (6,552.00)	\$ (6,552.00)	\$ (6,748.56)	\$ (6,951.02)
Music	\$ -	\$ (1,500.00)	\$ (1,500.00)	\$ (1,545.00)
Equipment	\$ -	\$ (750.00)	\$ (750.00)	\$ (772.50)
Fellowship	\$ (1,300.00)	\$ (1,300.00)	\$ (1,300.00)	\$ (1,339.00)
Special Worship Services	\$ -	\$ (2,000.00)	\$ (2,000.00)	\$ (2,060.00)
	\$ (15,052.00)	\$ (13,102.00)	\$ (13,298.56)	\$ (13,667.52)
Christian Education				
Teaching Materials	\$ -	\$ (600.00)	\$ (750.00)	\$ (1,000.00)
JR. & SR. High Youth Ministry	\$ -	\$ (500.00)	\$ (2,000.00)	\$ (2,500.00)
Library	\$ -	\$ (500.00)	\$ (500.00)	\$ (515.00)
Lay Training	\$ -	\$ (500.00)	\$ (500.00)	\$ (515.00)
Nursery	\$ -	\$ -	\$ (2,340.00)	\$ (2,410.20)
Ordination Materials	\$ -	\$ (250.00)	\$ (250.00)	\$ (257.50)
	\$ -	\$ (2,350.00)	\$ (6,340.00)	\$ (7,197.70)
Ministerial Staff				
Pastor's Salary (Base)	\$ (18,333.00)	\$ (55,000.00)	\$ (56,650.00)	\$ (58,349.50)
Pastor's Salary (Other 1)	\$ -	\$ -	\$ -	\$ -
Pastor's Housing (Housing)	\$ -	\$ -	\$ -	\$ -
Pastor's Social Security (SS)	\$ -	\$ -	\$ -	\$ -
Pastor's Pension (BOP)	\$ (4,331.25)	\$ (17,325.00)	\$ (17,844.75)	\$ (18,380.09)
Pastor's Auto Allowance (Auto)	\$ (600.00)	\$ (2,400.00)	\$ (2,400.00)	\$ (2,500.00)
Pastor's Study/Professional Allowance (CE)	\$ (1,200.00)	\$ (1,200.00)	\$ (1,200.00)	\$ (1,200.00)
Pastor's Salary (Other 2)	\$ -	\$ -	\$ -	\$ -
	\$ (24,464.25)	\$ (75,925.00)	\$ (78,094.75)	\$ (80,429.59)
Building & Grounds				
Lease	\$ (13,545.00)	\$ (36,000.00)	\$ (36,000.00)	\$ (37,080.00)
Custodial Service	\$ -	\$ (2,300.00)	\$ (2,300.00)	\$ (2,369.00)
Custodial Supplies	\$ -	\$ (500.00)	\$ (500.00)	\$ (550.00)
Lawn & Snow Removal	\$ -	\$ (4,900.00)	\$ (4,900.00)	\$ (5,100.00)
Insurance & Workers Comp	\$ (1,000.00)	\$ (3,500.00)	\$ (3,535.00)	\$ (3,570.35)
Repairs & Maintenance	\$ -	\$ (1,000.00)	\$ (1,000.00)	\$ (1,250.00)
Utilities	\$ -	\$ (6,000.00)	\$ (6,000.00)	\$ (6,180.00)
	\$ (14,545.00)	\$ (54,200.00)	\$ (54,235.00)	\$ (56,099.35)

Presbytery of Great Rivers
 July 27, 2010

Operations				
Per Capita	\$ (520.00)	\$ (780.00)	\$ (1,040.00)	\$ (1,800.00)
Secretary Wages	\$ -	\$ -	\$ (3,900.00)	\$ (7,800.00)
Bookkeeper Fees	\$ -	\$ -	\$ -	\$ (3,900.00)
FICA Taxes	\$ -	\$ -	\$ (298.35)	\$ (895.05)
IT Equipment	\$ (4,000.00)	\$ (250.00)	\$ (250.00)	\$ (250.00)
Internet	\$ -	\$ (45.00)	\$ (45.00)	\$ (46.35)
Office Supplies	\$ -	\$ (750.00)	\$ (250.00)	\$ (257.50)
Postage	\$ (1,000.00)	\$ (3,000.00)	\$ (3,000.00)	\$ (3,090.00)
Telephone	\$ (500.00)	\$ (1,500.00)	\$ (1,500.00)	\$ (1,545.00)
Office Machine Maintenance	\$ -	\$ -	\$ -	\$ (250.00)
ACS Support & Banking Charges	\$ (75.00)	\$ (180.00)	\$ (180.00)	\$ (185.40)
Unbudgeted Expenses	\$ (1,700.00)	\$ (4,700.00)	\$ (5,000.00)	\$ (5,500.00)
	\$ (7,795.00)	\$ (11,205.00)	\$ (15,463.35)	\$ (25,519.30)
Marketing				
Advertising	\$ (1,250.00)	\$ (5,000.00)	\$ (4,000.00)	\$ (2,500.00)
Website	\$ (1,500.00)	\$ (500.00)	\$ (500.00)	\$ (500.00)
Banners & Signs	\$ (250.00)	\$ (125.00)	\$ (125.00)	\$ (125.00)
	\$ (3,000.00)	\$ (5,625.00)	\$ (4,625.00)	\$ (3,125.00)
Evangelism & Church Life	\$ (2,607.50)	\$ (12,405.50)	\$ (16,952.13)	\$ (22,607.91)
Worship	\$ (15,052.00)	\$ (13,102.00)	\$ (13,298.56)	\$ (13,667.52)
Christian Education	\$ -	\$ (2,350.00)	\$ (6,340.00)	\$ (7,197.70)
Ministerial Staff	\$ (24,464.25)	\$ (75,925.00)	\$ (78,094.75)	\$ (80,429.59)
Building & Grounds	\$ (14,545.00)	\$ (54,200.00)	\$ (54,235.00)	\$ (56,099.35)
Operations	\$ (7,795.00)	\$ (11,205.00)	\$ (15,463.35)	\$ (25,519.30)
Marketing	\$ (3,000.00)	\$ (5,625.00)	\$ (4,625.00)	\$ (3,125.00)
EXPENSE TOTAL	\$ (67,463.75)	\$ (174,812.50)	\$ (189,008.79)	\$ (208,646.36)
REVENUE TOTAL	\$ 26,075.00	\$ 71,055.00	\$ 111,021.25	\$ 165,899.06
	\$ (41,388.75)	\$ (103,757.50)	\$ (77,987.54)	\$ (42,747.30)
GA/SOLT/PGR	\$ 11,108.00	\$ 33,338.00	\$ 5,554.00	\$ -
PGR Quincy Settlement Reserve	\$ 30,280.75	\$ 70,419.50	\$ 72,433.54	\$ 6,866.21
TOTAL	\$ -	\$ -	\$ -	\$ (35,881.09)