

## **FIRST CHRISTIAN CHURCH COUNCIL MINUTES**

### **MAY 22, 2024**

Moderator Judy Basham opened the meeting with prayer. Present were Judy, Pastor Stephen, Dave Bryan, Bob Corbin (replacing Ed Newport), Mike Morriss (online) and Nancy Stevenson (minutes). There was no quorum, so all items were discussed only.

- Addressing the lack of an accompanist/music director, Stephen reported that Connie Van Ausdall, Sheila Kirkpatrick, and Amy Muegge have volunteered to help temporarily.
- There have been no test results returned to Lincoln Elementary as of yet (to judge tutoring program).
- The SunnyDayz Mural Event on June 1 is being finalized. FCC will provide some tables/chairs for 2 canopies across the street from the church from 12 to 8pm in 2 hour shifts for volunteers. Volunteers will help with temporary tattoos, sidewalk chalk, coloring sheets, and a common mural to paint. Support for our commitment is important as some churches have opposed the event because it is sponsored by an LBGQT organization.
- Hospice has asked if we could house their medical equipment if there were a disaster. Stephen will contact Amanda Doran, CEO, about space requirements.
- Question about having a 100th year celebration for the building this year. It was proposed to contact PCMonthly to do an article with Becky Helems.
- Question about nursery provisions. Currently there is dedicated space for parents but no attendants. Angie Novotny and Arlene Stauffer have worked to make the space more toddler and family friendly.
- Judy reported for Jacque Hart and the Decorating Committee on various painting projects. They said the 1st floor needs substantial paint and repair except 2 places in the north part due to difficulty matching old paint. Kitchen cabinets were advised to be prepped for oil-based paint to minimize chipping. Kim Stauffer and Sandra Brown will get estimates.

Stephen closed the meeting with prayer.

# TRUSTEE MEETING MINUTES

MAY 21, 2024, AT 1:00 PM

The Trustees in attendance were Frances Coonrod (Coordinator), Ted Impson, Charles Smith, Richard Himbury, Marlena Freeman, Joyce Ketcher, and Marilyn Leming. Also in attendance were Pastor Stephen Johnson, Arlene Stauffer, and Karen Adams, Financial Assistant.

Frances opened the meeting with prayer.

Frances updated the Trustees on the status of the Gerald Nield Trust. Funds have been received and transferred to the Oklahoma Disciples Foundation. Trustees will meet again in June with Eric Gray, representative from ODF, to further discuss investment of these funds.

Frances reviewed the findings of the internal financial audit completed in November 2023. Trustees are happy with the findings of the audit and are confident that strengths and weaknesses were identified and addressed.

Trustees discussed and decided how to distribute available funds for missions. These funds include Stichel Trust (\$4600.00) and Missions portion of Endowment Fund (\$5579.00). Funds are to be distributed as follows:

- Friendship Feast - \$3600
- FCC Benevolence - \$2600
- FCC Wee Care - \$500
- FCC Koats for Kids - \$679
- FCC Friendship Bikes - \$300
- NERA - \$500
- Child Development Center - \$500
- The Mission - \$500
- Marland Place - \$500
- Survivor Resource Network - \$500

Trustees will discuss Missions distributions again in November, after the 3rd Quarter earnings are received from the Stichel Trust.

Arlene Stauffer was asked to address the Trustees regarding their roles and responsibilities. She also took the Trustees through the quarterly reports provided by the Financial Assistant.

Stephen discussed his goal with the Trustees this year, which is to address with the Trustees and with the church as a whole, how to spend money that we have been entrusted with in the way it was intended to be spent. There are some funds that have been sitting in our possession for a while and we should address how to use these funds to support vital ministries in our community at this time.

Karen informed the Trustees of two memorial accounts that are changing. Eva Morgan's Memorial Funds fall under the \$500 threshold for incorporation into the Consolidated Undesignated Memorial account. Per EJ Wilson's request, the funds remaining in the Lynda Wilson Memorial (\$550) will be donated to Friendship Feast.

The next Trustee meeting will be held on June 12, 2024, at 1pm in the 3rd floor ZOOM room.

Frances closed the meeting with prayer.

Respectfully submitted,  
Karen Adams, Financial Assistant

# TRUSTEE MEETING MINUTES

JUNE 12, 2024, AT 1:00 PM

The Trustees in attendance were Frances Coonrod (Coordinator), Charles Smith, Ted Impson, Marlena Freeman, Joyce Ketcher, and Marilyn Leming. Also in attendance were Eric Gray (Oklahoma Disciples Foundation), Pastor Stephen Johnson, Arlene Stauffer, and Karen Adams (Financial Assistant). Not in attendance was Richard Himbury due to illness.

Frances opened the meeting with prayer.

Eric Gray gave a short history of the Oklahoma Disciples Foundation and presented the options for investment of the Gerald Nield Trust. Based on investment strategies and expected yield, the Trustees agreed that the Gerald Nield Trust should be invested in ODF's Custodial Funds Management Program. This account will be called "Gerald Nield Trust Fund".

Marlena asked about the ODF fee structure and if there was still a break for investing more than \$1M. Eric Gray reminded the Trustees that we currently have approximately \$954,000 invested with ODF. As our fee structure stands, if we invest less than \$1M with ODF, the annual ODF fee is 0.5%. If we invest more than \$1M, the annual ODF fee drops to 0.25%. The Trustees decided that it would be in the best interest of the church to roll some of the appropriate memorial funds to ODF to be invested in a separate Custodial Account named "FCC Ponca City Memorial Gifts". This will increase the amount invested to more than \$1M.

The Accounts to be included will be, but are not limited to:

- John Yeaman - \$50,000
- Stan Ketcher - \$11,080

In order to make sure that there is enough buffer built into our investment totals, Karen and Arlene will meet before the end of June to determine if there are any other accounts that should be included in this new Custodial Account.

Paperwork was filled out and signed for Eric Gray.

Respectfully submitted,  
Karen Adams, Financial Assistant

# STEWARDSHIP AND FINANCIAL RESOURCES TEAM (SFRT) MINUTES

JUNE 19, 2024 @ 2:00 PM

Bob opened the Zoom meeting with prayer. Attending the meeting were SFRT members Marlena, Ron, Mike, and Bob, Pastor Stephen and Financial Assistant Karen.

SFRT Minutes from the May 2024 meeting were approved as presented.

Key financial metrics for January 1 – May 31, 2024, are shown below:

<u>Year</u>	<u>Income (YTD)</u>	<u>Expenses (YTD)</u>	<u>Difference</u>	<u>Budget (YTD)</u>
2024	\$136,631.74	\$114,816.71	\$21,815.03	\$129,166.65
2023	\$125,876.20	\$135,946.11	\$-10,069.91	\$136,900.45

Karen reported that the HVAC replacement project will use \$7,500 from the Capital Projects Account D22.100, to pay the remaining due on the contract. Ward's is to provide training to FCC staff and clean oil stains in carpets before final payment will be made. All other accounts designated to be used to help fund the contract are no longer committed to this purpose.

The Gerald Nield Trust funds from Edwards Jones were temporarily deposited in a BOK account earning ~ 5% interest until the Trustees met to decide on the best way to invest the gift. Trustees have agreed to combine other FCC funds with the Nield funds and transfer to a growth fund with the Oklahoma Disciples Foundation to earn a higher interest rate. The combined funds exceed \$1,000,000, which approximately halves the service fee. Recall that \$15,000 earnings from the Nield fund have been committed to the 2024 budget.

The cost of FCC insurance increased about 15% for the latest renewal. Karen is in the process of gathering information to see how much higher deductibles can lower the cost. This information will be reviewed to determine how to proceed.

Bob gave the closing prayer.

Respectfully submitted,  
Bob Corbin, SFRT facilitator