

First Baptist Church Manchester
Bi-Monthly Business Meeting
August 7, 2022

Pastor Jose opened in prayer.

MINISTRY REPORTS

Sunday School: Jerry Adkins reported. The number of students attending pre-K through grade 6 has decreased from last year from 41 to 25. For next year, which begins in 3 weeks, leaders are considering consolidating classes so that grades 1-3 would meet together in the green room. A second class would meet including grades 4-6.

Trustees: Cheryl Gervasi reported.

- Projects are continuing to progress with the church building.
- A clean-up day will be scheduled for early Fall. We have saved money due to less lawn mowing.
- The retention pond was recently cut. Wires for air conditioning were replaced recently to repair a short.
- The heating system will be checked for gas leaks and the boiler checked before winter begins.
- Sealing of cracks in the driveway is being investigated, especially since weeds are thriving in the cracks.
- Members are asked to let Cheryl Gervasi of Cindy Todd know if they have any keys to the church.

Missions Committee: Brad Heim reported.

Brad became the head of the missions committee in April, which meets monthly. Applications are available for members seeking support for missions activities. The committee approved \$1,000 for the secretary Cindy Todd to participate in youth missions activities this summer.

Youth: Jose Lopes reported.

- 12 church youth went to Crosswalk and 15 went on the mission trip. Crosswalk was on a new campus this year, was smaller than usual with multicultural leaders and it went very well. The mission trip was going well until people contracted COVID and had to return early. Jose wants to plan a “make up” mission trip, possibly in the winter. The rental home in NH will give FBCM a free week in the future to make up for the missed time this summer.
- The Back to School Bash has not been planned yet.
- Sunday morning August 21, 2022, the youth will share their Crosswalk experiences during service.

Church Website: Kathy Graff will be training Cindy Todd (church Secretary on the church website).

Paper Bulletins were discussed. The choir director stated that choir and hand bell members appreciate having the order of service on Sundays that they perform. Some members might not have access to the online bulletins. Pastor Saylor and Pastor Jose will create a survey for members to complete, regarding their preference for paper or online bulletins.

Church Secretary Cindy Todd is doing a great job, including extra cleaning and organizing as time allows.

Treasurer: Donna Murphy reported.

- The General Fund value in the report does not include offerings from Aug 7th, and \$1,200 in bills still need to be paid. The mortgage was paid off in July 2022.
- Giving was better this July than typical years; offerings have an average \$472 deficit to meet the budget.
- Only a few line items have negative values and none need revision at this time.
- \$600 was spent to purchase 2 new laptops. Funds were taken from AV instead of software/hardware.
- The software & hardware line item 300D showed \$2,315.20, but will be corrected to \$1,715.20
- The AV line item 360H showed -\$27.73, but will be corrected to \$572.27
- The workroom computer will be replaced.
- The technology committee is not currently functioning.
- MOTION by Donna Murphy, second David Bonham to move \$800 from the Builders For Christ line item in Other Designated Funds to the Missions funds. Motion passed.
- The church auditor suggested changing the way expenditures are tracked. Larger projects will be approved at business meetings and funds will be taken from the extra money in the General Fund.

Revisions to the church Policies and Procedures Manual - in benefits for staff, were approved by the personnel committee.

- A full time staff member works 35 hours per week and is eligible for benefits.
- A part time staff member scheduled for 25-34 hours per week is eligible for benefits.
- Pastor Saylor is an exempt employee, and works until the jobs are completed.
- Cindy Todd, secretary, is scheduled for 5, 5 hour days per week. She will get 9 paid holidays and one floating day off. She will have 10 vacation days per year to start, increasing to 15 days after five years. She will have 5 sick days per year starting Jan 1, 2023.
- Church staff members will have 5 sick days per year and can accumulate if not used, up to 130 maximum. The sick days would not be paid when the member leaves the position.

Revisions come from committee, second Will Housley. Members approved changes.

Motion to adjourn Will Housley, Second David Bonham.

Pastor Saylor closed in prayer