

GREFC Quarterly Business Agenda

Second Quarter, 2023

April 18, 2023

1. Prayer
2. Minutes from 2022 Annual Meeting (January)
3. Elder Report - Larry Curtiss
4. Executive Board Reports
 - a. Chairman Overview – Quintin Legler
 - b. Financial Secretary Report – Marilyn Isaac
 - c. Treasurer Report – Lorraine Curtiss
 - d. Facilities Report – Quintin Legler
5. Lead Pastor Report – Pastor Micah Labovitch
6. Old Business
 - a. Playground Update - Quintin Legler, Sarah Schrapp
 - b. Associate Pastor Update
7. New Business
 - a. Voting on New Members:
 - i. Deb Bounds
 - ii. Greg Bounds
 - iii. Aubree Forsline
 - iv. Joseph Forsline
 - v. Debbie Gemmill
 - vi. Jeff Gemmill
 - vii. Greg Lanzo
 - viii. Sandy Lanzo
 - ix. Kara Lundin
 - b. Removal from membership roster:
 - i. Faith Wick
 - ii. Steve Wick
 - iii. Roxanne Zerwas
 - c. Member Input Discussion
8. Other
9. Prayer & Adjournment

Grand Rapids Evangelical Free Church
Annual Business Meeting
January 24, 2023

Pastor Micah Labovitch opened the meeting with prayer.

1. Minutes of Previous Meeting – Minutes of the 10/25/22 quarterly meeting were distributed and reviewed. Larry Curtiss made a motion to accept the minutes as written; it was seconded by Matt Grose, and the motion passed.
2. Elder Report – Quintin Legler reported that the Elders have tried to help guide the church to being elder led and are looking for ways to assist in the pastoral ministry and with the ministry leads. He recognized Matt Grose and Ron Killian for their many years of service. Matt was presented with a plaque for his years of service. Quintin reported that Larry Curtiss is now the Elder chair, and he introduced the new Elders; Barry Pederson, Zac Preble, Kevin Geisler and Paul Huttner.

3. Executive Board Reports

- A. Chairman Overview – Quintin Legler reported that he will be reporting on activities of the Board every other meeting. Over the past year the Board has been working on the compensation package for the Lead Pastor, working to get “HR” forms (job descriptions, Employee Handbook, etc.) for the church staff updated, putting together a 2023 budget as well as overseeing the finances of the church.
- B. Financial Secretary Report – Marilyn Isaac presented the 2022 giving recap. General giving = \$496,888.47, designations = \$43,278.26, miscellaneous = \$45,272.74 for a total of \$498,835.48. Marilyn thanked everyone for stepping up to the plate to make up the difference in the annual budgeted amount for giving over the past couple of months.

- C. Treasurer Report – Lorraine Curtiss presented the 2022 Budget Performance Report. 2022 expenses were \$497,659.40 vs. \$500,018.35 budgeted expenses. Accounts as of 12/31/22 were as follows:

Checking	\$ 35,831.79
Preschool Checking	6,362.73
Cash Reserves	22,087.33
Capital Improvements	2,151.19
Discretionary Savings	<u>55,007.30</u>
Total Cash in Bank	\$129,136.55

Lorraine reported that the Executive Board implemented a spending freeze in November because the giving was not keeping up with the spending. Also, a new voucher system had been implemented to assist in better tracking and approval of expenses.

- D. Facilities – Scott Schwake thanked the many individuals that have donated their time over the past year in keeping the facility running smoothly and in good repair. He highlighted several of the items included in his annual written report. There is an ongoing repair to-do list in the office.

4. Sr. Pastor Report – Pastor Micah reported that summer and fall have been busy for him getting settled in. He has preached on 2nd Timothy, Ezra and Nehemiah, and has been participating in meetings with the Elders and Executive Boards. He and his family are excited to be in the community and to put down roots.
5. Ministry Reports –
 - A. Children’s Ministries and Preschool – Sarah Schrapp reported that Children’s Ministries has a very large group of students during the 1st service on Sundays. Between Sundays and Wednesday night ministries there are 130 kids and 40 volunteers. Preschool has both morning and afternoon classes, and registration for the 2023-24 school year begins next week.
 - B. Jr. High Student Ministries – Rachel Staudahar reported that 2022 had significant changes to the program with Pastor Steve leaving and having volunteers stepping up to the plate to lead this ministry. Things have been going well and many volunteers have helped.
 - C. Sr High Student Ministries – Kevin Geisler reported that good things are happening in this ministry. The goal for this year is for students to use the Bible to help ground them in the Word and to help prepare them to be sent out in the world.
 - D. Young Adults Ministry – Aiden Nelson reported that this ministry has had changes as well due to Pastor Steve and Faith’s leaving, but the changes have been good. There is a leadership team and all are working together using their individual strengths to conduct meetings and events. There is a female DNA group meeting regularly. Numbers have decreased, but the participants’ relationships are deeper.
 - E. Men’s Ministries – Tim Hasbargan reported that they are focusing on maintaining the foundation of their faith. Men don’t need to walk alone, and it is good to commune with other men to build relationships that make a difference.
 - F. Women’s Ministries – Kristin Panchyshyn reported 2022 was a great year and that there were many activities and gatherings. Titus Tables ministry was formed this past year with 9 tables of 4 women gathering monthly. The IF gathering will take place in March, and a spring Bible study is planned.
 - G. Legacy Builders – Jim Azure reported on the 2022 activities of this ministry - brunches and videos, and building this ministry with more participants.
 - H. Connecting and Hospitality – Jim Azure reported that there were many activities this year and that more people have joined this ministry team. Potlucks, family fishing day, baptismal picnic, and the pie social on Thanksgiving Eve were several of the events.
 - I. Bereavement Team – Diane Legler reported on this new ministry which includes assistance with funeral arrangements, praying for families that have lost a loved one, and delivering care packages to those that have lost someone.
 - J. Midweek Meals – Bonnie Kangas reported that Karla King heads up this ministry which provides a healthy meal on Wednesday evenings to all family members. Rotating teams each Wednesday night provide for up to 80 people.
 - K. Safety Team – Quintin reported that this team is looking for people with CPR skills to be available each Sunday along with someone designated for security in case they are needed. Nothing formal has been organized but volunteers are available for each Sunday.
 - L. Welcome Team – Michelle Schwake reported that the team consists of 43 members. The goal of this ministry is to make people feel welcome on Sunday mornings and to have people available to answer questions.
 - M. Worship Ministry – Frank Gangi reported he will be stepping down as the leader and that Alicia Alleman will be assuming this role. 2023 focus for this ministry is worship team development and spiritual growth. They are looking forward to seeing how God leads them in this ministry.

6. Old Business
 - A. No old business was presented.
7. New Business
 - A. Voting on the 2023 Budget – Copies of the 2023 Budget were distributed and reviewed. The Elders and Executive Board brought forth a recommendation to approve the budget. Diane Legler made a motion to approve the 2023 budget as presented; it was seconded by Nick Schrapp, and the motion passed.
 - B. Voting on new members - The Elders brought forth a motion to approve the following persons for membership:
 - Nate Lindner
 - Chris Bishop
 - Kelli BishopBallots were distributed, completed and counted – all 3 persons were approved by tallied votes.
 - C. A 2022 ministry summary video was played and enjoyed by everyone – it highlighted pictures of various ministry events that occurred throughout the past year. Thank you, Michelle Schwake, for creating this!

Dan Carlson closed the meeting with prayer. The meeting was adjourned.

Respectfully submitted,

Sandy Harling, Board Secretary



General Fund Performance Through MAR 2023

Income-Expense (Net Income)

2023 MAR	\$ 1,389.72
2023 YTD	\$ 7,160.56
2022 YTD	(\$17,368.30)**

Expenses

2023 MAR expenses:	\$ 37,811.14
2023 YTD budgeted for expenses	\$108,211.73
2023 YTD expenses paid:	\$110,757.22
2022 YTD expenses paid:	\$121,293.20**

Giving

2023 MAR Giving:	\$ 39,200.86
2023 YTD Giving:	\$117,917.78
2022 YTD Giving:	\$103,924.90**

***indicates adjusted balances for comparability*

Designated Giving (Specific Funds)

2023 Building.....	MAR.: \$21,105.00YTD: \$23,475.00
2023 Missions.....	MAR.: \$ 5,300.00YTD: \$12,346.00
2023 Benevolent Fund	MAR.: \$ 2,065.00YTD: \$ 2,830.00

Accounts end of MAR 2023

GF Checking	\$39,941.90
Preschool Checking	\$11,274.47
Savings Account:	\$86,963.47
• Cash Reserves	\$22,087.33
• Capital Improvements	\$ 2,151.19
• Pre School	\$ 7,696.21
• <u>Discretionary Savings</u>	<u>\$55,028.74</u>
Total Cash Available	\$138,179.84

CIF MORTGAGE (MAR 31, 2023) \$575,592.23
CIF MARKET FUND (MAR 31, 2023) \$151,677.67
PLAYGROUND FUND (MAR 31, 2023) \$28,074.00

Statement of Activities

General Fund

March 31, 2023

Account Shortcut and Description	YTD Actual	YTD Budget	YTD as % of Annual Budget	Annual Budget
Income				
Contributions				
40000 Tithes/Offerings	110,210.95	88,813.00	25.33	435,000.00
Other Income				
40050 Adult Ministry Donations	30.00	0.00	0.00	0.00
40060 Children's Ministry Donations	0.00	0.00	0.00	0.00
40090 Other Income	242.90	250.03	24.29	1,000.00
40070 Elder Donations	0.00	0.00	0.00	0.00
40080 Youth & Young Adult Donations	4,523.22	1,650.00	68.53	6,600.00
40100 Special Events	179.26	100.03	44.81	400.00
40110 Wednesday Night Meals Donations	2,731.45	1,912.50	35.70	7,650.00
Other Income Totals:	7,706.83	3,912.56	49.24	15,650.00
Income Totals:	117,917.78	92,725.56	26.17	450,650.00
Expense				
Adult Ministries				
50000 Community Groups	0.00	62.53	0.00	250.00
50010 Connecting & Hospitality	211.59	250.03	21.15	1,000.00
50020 Grandparenting	0.00	124.97	0.00	500.00
50030 Library	0.00	0.00	0.00	0.00
50040 Men's Ministry	328.24	150.00	54.70	600.00
50050 Welcome	0.00	124.97	0.00	500.00
50060 Women's Ministry	1,321.11	254.72	129.64	1,019.00
50070 Worship	674.62	675.47	24.96	2,702.00
50080 Bereavement Team	0.00	0.00	0.00	0.00
50090 Wednesday Night Meals Exp.	2,097.62	1,912.50	27.41	7,650.00
Adult Ministries Totals:	4,633.18	3,555.19	32.58	14,221.00
Children's Ministries				
51000 Camp Scholarships	0.00	0.00	0.00	0.00
51010 Kids Groups	178.98	237.47	18.84	950.00
51020 Family Nights	0.00	100.03	0.00	400.00
51030 Ministry Expense	170.31	349.97	12.16	1,400.00
51040 Nursery	0.00	75.00	0.00	300.00
51050 Pathfinders	693.97	550.03	31.54	2,200.00
51060 Supplies - Children's Ministry	47.05	199.97	5.88	800.00
Children's Ministries Totals:	1,090.31	1,512.47	18.02	6,050.00
Elders				
52000 Background Checks	17.25	100.03	4.31	400.00

Account Shortcut and Description	YTD Actual	YTD Budget	YTD as % of Annual Budget	Annual Budget
52010 Elder Blessing	137.00	250.03	13.70	1,000.00
52020 Elder Retreat	0.00	124.97	0.00	500.00
52030 Guest Speakers	0.00	0.00	0.00	0.00
52040 Misc. - Comm. Supplies, Sermon	545.04	375.00	36.33	1,500.00
52050 Pastoral Transition	0.00	0.00	0.00	0.00
52060 Training & Equipping	249.82	250.03	24.98	1,000.00
Elders Totals:	949.11	1,100.06	21.57	4,400.00
Facility				
53000 Landscaping	0.00	124.97	0.00	500.00
53010 Decorating	0.00	0.00	0.00	0.00
53020 Furnishings	0.00	0.00	0.00	0.00
53030 Insurance - Commercial	0.00	2,450.00	0.00	9,800.00
54000 Kitchen Equipment	0.00	124.97	0.00	500.00
54010 Kitchen Supplies	869.85	799.97	27.18	3,200.00
55000 Carpet Cleaning	3,412.00	499.97	170.60	2,000.00
55010 Cleaning Supplies	621.49	450.00	34.52	1,800.00
55020 Maintenance - General	5,621.20	1,249.97	112.42	5,000.00
55030 Snow Plowing	1,200.00	1,200.00	52.17	2,300.00
56010 Mortgage Principal	12,264.17	11,802.48	25.97	47,209.92
56011 Mortgage Interest Exp.	6,078.31	6,540.00	23.23	26,160.00
56020 Security	0.00	412.50	0.00	1,650.00
56023 Safety Team	0.00	124.97	0.00	500.00
56030 Utilities	5,901.04	6,546.00	29.50	20,000.00
Facility Totals:	35,968.06	32,325.80	29.82	120,619.92
Office				
60000 Communications	76.38	860.53	2.21	3,442.00
60010 Copiers/maint/toner,etc.	929.46	874.97	26.55	3,500.00
60020 Equipment & Computers	0.00	124.97	0.00	500.00
60030 Financial Fees, Checks, Website	2,253.65	1,624.97	34.67	6,500.00
60040 General Office Supplies	506.16	424.97	29.77	1,700.00
60050 Acctg. Services	1,485.00	1,350.00	27.50	5,400.00
60060 Postage	120.00	250.03	12.00	1,000.00
60070 Technology Services	543.58	625.03	21.74	2,500.00
Office Totals:	5,914.23	6,135.47	24.10	24,542.00
Personnel				
60080 Payroll Services	0.00	0.00	0.00	0.00
61000 Acctg. Asst	1,625.20	1,671.24	22.44	7,242.00
61010 Admin. Assistant	3,203.59	3,530.61	20.93	15,299.26
61020 Assoc. Pastor	0.00	0.00	0.00	0.00
61022 Housing	0.00	0.00	0.00	0.00
61024 Ministry Expense	0.00	0.00	0.00	0.00
61030 Childrens Ministry Coord.	8,289.57	8,289.54	23.07	35,921.37
61040 Childrens Ministry Asst.	1,812.60	1,960.02	21.33	8,494.04
61050 Comm. Coord.	5,994.84	6,526.20	21.19	28,280.20
61060 Custodian	3,483.18	3,223.11	24.93	13,966.80
61070 Coaching/IPM	0.00	0.00	0.00	0.00

Account Shortcut and Description	YTD Actual	YTD Budget	YTD as % of Annual Budget	Annual Budget
61072 Int. Pastor Housing	0.00	0.00	0.00	0.00
61074 Mileage	0.00	0.00	0.00	0.00
61080 Sr. Pastor Salary	19,206.41	19,396.65	22.85	84,052.12
61081 Sr. Pastor Health Allow.	784.60	784.62	23.07	3,400.00
61082 Sr. Pastor Exp. Reimb.	815.81	450.00	45.32	1,800.00
61083 Sr. Pastor Benefits Exp.	576.17	630.39	22.84	2,521.56
61090 Youth Ministry Asst.	0.00	0.00	0.00	0.00
61300 Conferences/Cont. Ed.	916.26	499.97	45.81	2,000.00
61310 Relationship Buiding	48.49	124.97	9.69	500.00
61500 Employer FICA	1,867.24	1,927.89	22.35	8,354.24
Personnel Totals:	48,623.96	49,015.21	22.95	211,831.59
Young Adults Ministries				
62000 Jr. & Sr. High	1,205.61	2,275.03	13.24	9,100.00
62100 Young Adults	249.55	330.00	18.90	1,320.00
Young Adults Ministries Totals:	1,455.16	2,605.03	13.97	10,420.00
Other Income/Expense				
65000 Mission Share	12,123.21	11,962.50	25.33	47,850.00
65100 GF Transfer To Savings	0.00	0.00	0.00	0.00
Other Income/Expense Totals:	12,123.21	11,962.50	25.34	47,850.00
Expense Totals:	110,757.22	108,211.73	25.18	439,934.51
Income - Expense:	7,160.56	(15,486.17)		10,715.49

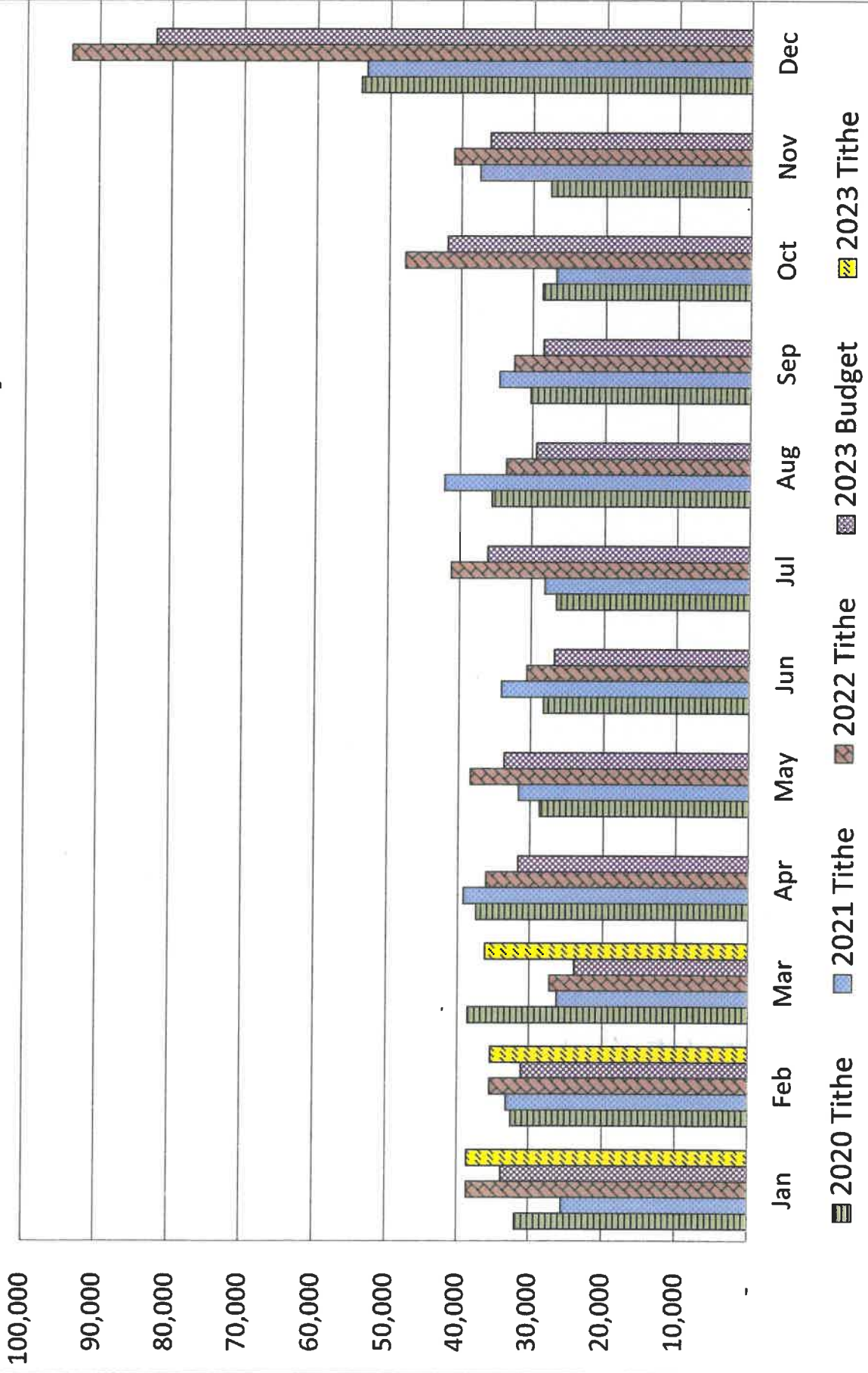
Statement of Activities

Preschool Fund

March 31, 2023

Account Shortcut and Description	YTD Actual	YTD Budget	YTD as % of Annual Budget	Annual Budget
Income				
Contributions				
46200 Preschool Tuition	14,800.00	12,640.02	39.02	37,920.00
46210 Preschool Donations	950.00	0.00	0.00	0.00
46220 Preschool Other Income	0.00	0.00	0.00	0.00
Contributions Totals:	15,750.00	12,640.02	41.53	37,920.00
Income Totals:	15,750.00	12,640.02	41.53	37,920.00
Expense				
Preschool Staff				
66200 Teacher - Lead	6,366.72	5,948.32	35.67	17,845.00
66210 Asst. Teacher	1,673.75	2,088.96	26.70	6,266.88
66215 Substitute Teacher	0.00	100.02	0.00	300.00
66500 Preschool ER FICA	703.36	752.92	30.49	2,306.62
66220 Preschool Director	1,153.80	1,249.97	23.07	5,000.00
Preschool Staff Totals:	9,897.63	10,140.19	31.20	31,718.50
PS Operating Expenses				
66300 Communications	30.00	199.98	5.00	600.00
66310 Equip/Furnishings	238.99	133.36	59.74	400.00
66320 Special Events	0.00	216.68	0.00	650.00
66330 State Fees/License	40.00	199.98	6.66	600.00
66340 Preschool Supplies	631.64	1,666.64	12.63	5,000.00
66350 Fund Transfer	0.00	0.00	0.00	0.00
PS Operating Expenses Totals:	940.63	2,416.64	12.97	7,250.00
Expense Totals:	10,838.26	12,556.83	27.81	38,968.50
Income - Expense:	4,911.74	83.19		(1,048.50)

GREFC 2023 General fund TITHES by Month



GREFC Receipts January - March, 2022

Quarter 1 Report									
Date	General	Designations	Misc.	Total	Wk Budget	Designation	Amount	Misc.	Amount
1/8/2023	\$ 10,550.00	\$ 310.00	\$ 3,807.60	\$ 14,667.60	\$ 8,365.39	Ben/Bldg/Wed	\$ 310.00	Coffee	\$ 3,807.60
1/15/2023	\$ 8,517.00	\$ 758.00	\$ 13.00	\$ 9,288.00	\$ 8,365.39	Ben/Bldg/Wed	\$ 758.00	Coffee/PS	\$ 13.00
1/22/2023	\$ 9,405.00	\$ 764.00	\$ 572.00	\$ 10,741.00	\$ 8,365.39	Ben/Bldg/Wed	\$ 764.00	Coffee/PS	\$ 572.00
1/29/2023	\$ 9,423.34	\$ 450.00	\$ 610.30	\$ 10,483.64	\$ 8,365.39	Ben/Bldg/Wed	\$ 450.00	Coffee/PS/Wo	\$ 610.30
Total	\$ 37,895.34	\$ 2,282.00	\$ 5,002.90	\$ 45,180.24	\$ 33,461.56				
Date	General	Designations	Misc.	Total	Wk Budget	Designation	Amount	Misc.	Amount
2/5/2023	\$ 8,772.00	\$ 2,731.00	\$ 4,727.57	\$ 16,230.57	\$ 8,365.39	Ben/Bdg/Wed/Miss	\$ 2,731.00	PS/Youth	\$ 4,727.57
2/12/2023	\$ 10,298.00	\$ 2,542.00	\$ 3,550.00	\$ 16,390.00	\$ 8,365.39	Ben/Bdg/Wed/Miss	\$ 2,542.00	PS/Youth/Coffee	\$ 3,550.00
2/19/2023	\$ 6,657.50	\$ 736.00		\$ 7,393.50	\$ 8,365.39	Ben/Bdg/Wed	\$ 736.00		
2/26/2023	\$ 9,660.61	\$ 3,283.00	\$ 1,064.00	\$ 14,007.61	\$ 8,365.39	Ben/Bdg/Wed/Miss	\$ 3,283.00	PS/Youth/Coffee	\$ 1,064.00
Total					\$ 33,461.56				
Date	General	Designations	Misc.	Total	Wk Budget	Designation	Amount	Misc.	Amount
3/5/2023					\$ 8,365.39				
3/12/2023					\$ 8,365.39				
3/19/2023					\$ 8,365.39				
3/26/2023					\$ 8,365.39				
Total					\$ 33,461.56				
Qtrtr 1 Total	\$ 37,895.34	\$ 2,282.00	\$ 5,002.90	\$ 45,180.24	\$ 100,384.68				
YTD	\$ 37,895.34	\$ 2,282.00	\$ 5,002.90	\$ 45,180.24	\$ 100,384.68				

