

Session Meeting Agenda – August 18, 2019

Excused: Debra Gentry

1. Opening prayer – TBA
2. Approval of Agenda
3. Reception of new members: Brenda & Jonathan Hutchins, Whitney Pearson
4. Approval (or attestation of approval) of minutes from June 16 meeting
5. Moderator's Report – *see accompanying report*
6. Treasurer's Report
7. Clerk's Report
8. Committee Reports – *Oral reports should be limited to items for action only.*
 - Building & History – *met August 11, see accompanying report*
 - Education & Evangelism –
 - Finance – *met August 11, see accompanying report*
 - Hospitality – *met July 22, see accompanying report*
 - Outreach – *met August 8, see accompanying report*
 - Saturday Breakfast Coordinators – *did not meet since last session meeting*
 - Personnel – *did not meet since last session meeting*
 - Worship & Art – *met August 11, see accompanying report*
 - Communications task force –
9. Facility Manager's report – *pending*
10. Participating in an urban ministry study through the Rev. Charlie Curb Center for Faith Leadership at Belmont School of Theology and Religion – *report pending*
11. Grace on a Plate – Some more conversation is necessary. Let's budget 10 or 15 minutes.
12. John Bell in Nashville September 28; Second PC and DPC as co-sponsors – *Mike will say more on Sunday*
13. Further discussion of Capital Infrastructure Investment plan (if needed)
14. Continued Conversation around identity, mission and long-term goals, including New Beginnings material, Mike's musings, October visioning session, etc.
15. Next Meetings
 - Session: September 22 (fourth Sunday)
 - October 27 (fourth Sunday)
 - November 17 (third Sunday)
 - December 16 (third Sunday)
 - Presbytery: Thursday, October 17, Second Presbyterian Church
16. Closing Prayer

Session Meeting of The Downtown Presbyterian Church, July 21, 2019

In Attendance: Rev Mike Wilson; Elders Debra Gentry, Mary Turner, Dave Coleman, Justin Near, Chuck Cardona, David Maddox, Jim Hoobler

Acting-Clerk: Justin Near

Moderator: Rev. Wilson

Excused/Absent: Elders Vickie Coffin, Jack Henderson; Treasurer Jack Koontz

1. **Opening prayer** – Dave Coleman at 12:40pm
2. **Approval of Agenda** – Agenda approved with unanimous voice vote
3. **Approval of minutes from June 16, 2019** – Minutes approved with changes from email chain.
4. **Moderator's Report** – see accompanying report; Highlights - lots of Meetups w/ Mike; Heidi Hall has had a relapse; New Member class has 5 attending
5. **Treasurer's Report** – No report; Treasurer reported via email that we are doing well (giving is up and there was a corporation draw); discussion was had about David submitting our two annual grants for our homeless program and the possibility of someone taking on grant finding and writing
6. **Clerk's Report** – No report; clerk not in attendance.
7. **Committee Reports** – Reports should be limited to items for action only.

General – discussion around the possibility of all committees meeting on the same day (Sunday) at the same time (after church) at the same place (DPC); no decisions made

Building & History/ Facility Manager – see #8.

Education & Evangelism – no report.

Finance – no report.

Hospitality – met June 20, see accompanying report.

Outreach – met June 30, see accompanying report.

Saturday Breakfast Coordinators – met June 23, see accompanying report.

Personnel – met June 26 for Dena Swoner review; Debra and possibly other committee members attending Board of Pensions overview Presbytery meeting.

Worship & Art – met July 10; printed report; highlights include possible return of The Contributor's The Disposables photograph series in the Fellowship Hall (December)

Communications task force – Facebook organ page is no longer; Holly has followed up with a Facebook strategy that Justin needs to organize and forward to admins; Holly is following up with local flyer delivery; Justin will be following up on various communications needs based on several classes she took this week at NAMM

8. Facility Manager's report – see accompanying report; highlights include discussion on parking priority and policies (determined that staff, headed by Mike, will lead proposal); wedding coordinator - determined not to have a need, but had a discussion around needing a facility/wedding steward and/or liaison; wedding rental guidelines are being rewritten and a draft will be proposed at next meeting
9. Participating in an urban ministry study through the Rev. Charlie Curb Center for Faith Leadership at Belmont School of Theology and Religion – Thriving Congregations Initiative; involves no financial burden, one preliminary meeting, and one interview/meeting; information and best practices will be shared back with us once study is complete; Mike and Dave will attend preliminary meeting on July 30, 8am (Debra will be back-up)

10. Grace on a Plate – oral report from Mike on meeting with Ed Cantwell and further conversation; Mike reiterated our major concerns; Ed will come back to us to discuss further if needed
11. John Bell in Nashville September 28; Second PC and DPC as co-sponsors – see attached write-up and promo
12. Further discussion of Capital Infrastructure Investment plan (light discussion - asked for timeline of 2nd floor nursery and bathroom)
13. Continued Conversation around identity, mission and long-term goals, including New Beginnings material, Mike's musings, October visioning session, etc. (tabled for now)
14. Next Meetings
 - Session: August 18 (third Sunday)
 - September 22 (fourth Sunday)
 - October 27 (fourth Sunday)
 - Presbytery: Thursday, October 17, Second Presbyterian Church
15. Closing Prayer – Meeting adjourned with prayer by Rev Wilson at 3:04pm

Pastor's Report (Mike Wilson)
July 22, 2019 – August 17, 2019

Worship services: 3

Sermons: 3

Visits, including hospital, coffee, breakfasts and lunches: 8
(4 specifically were "Meetups with Mike")

Tuesday Bible Study: 0

(Tuesday Bible lunch is on hiatus until September 17
to accommodate "Meetups with Mike")

Saturday breakfast: 3

Meetings/Events:

- DPC Corporation meeting
- Worship & Arts committee meetings
- Small Church leader gathering at Trinity PC
- Nominating Committee meeting
- Thriving Congregations initiative listening session (at Belmont)
- Moderated Bellevue PC session
- Led new member inquirer sessions
- Spoke at homelessness to Nashville League of Women Voters
- Attended the PC(USA) Big Tent Conference in Baltimore

Pastoral expenses – approx. <\$200

Study Leave & Vacation:

- September 2 – 15 (2 weeks, Monday – Sunday) vacation – Sarah Jordan and Amy Harkness, guest preachers
- November 7 -10 (Thursday – Sunday) study leave: Awakening Soul Conference, Ashville
November 10 guest preacher TBA

Downtown Presbyterian Church Treasurers Report

Date: August 11, 2019
 To: Downtown Presbyterian Church Session
 From: Jeff Koontz, DPC Treasurer
 RE: **Financial Report for June 2019**



Financial Summary:

Bank Balance on	June 1, 2019	\$	29,801.43
Bank Balance ending	June 30, 2019	\$	24,527.24
	June	Deposit Totals: \$	36,943.28
	June	Expense Totals: \$	42,217.47
Corporate Draw Recommended next month?			No

June saw a decrease of
 \$ (5,274.19) from the bank account

Monthly Summary:

It was a fairly even month financially with normal and expended expenses and typical weekly deposits. A \$10,000 Corporation draw was made for ongoing Capital/Building projects. Pledges for the month were \$11,568 over budget, but we are still \$5,316 behind for the year. We continue to stay budget for the year for other revenue primarily through Use of Building.

A mid-year report (YTD financials thru June 30th) was easily generated in Realm and provided to all Committees to review.

Weekly deposits for the month ranged from \$1,990.00 to \$11,088.27.

Statistics for the month:

- > Revenue for the month was below budgeted by \$5,376.64
- > Expenses for the month were below budgeted by \$4,715.79.
- > The follow committees had expenses this month:
- > Parking expenses included: \$1,000 (250 tickets)

Building	x
Education	x
Hospitality	x
Outreach	x
Worship & Arts	x

- > Utility expenses for the month totaled \$8,526.15 which was primarily the quarterly building insurance (\$7,561)
- > \$850 in Organ & Piano maintenance was paid in June
- >
- >

	<u>Budgeted</u>	<u>YTD Draw</u>	<u>this month?</u>	<u>Remaining</u>
Endowment	\$ 203,400.00	\$ 60,000.00	Yes	\$ 143,400.00
Building/Capital Draw	\$ 89,500.00	\$ 20,000.00	No	\$ 69,500.00
Margarette Thomas	\$ 2,887.00	\$ -	No	\$ 2,887.00

Realm Report Attachments:

- > June 1, 2019 Statement of Activities Report
- > June 1, 2019 Reconciliation Report
- > June 30th Mid-Year Budget Analysis Report

Downtown Presbyterian Church
June 2019 Statement of Activities

Date Range: Jun 1st 2019 - Jun 30th 2019

Accounts	Actual	Budget	Budget	Actual	Budget	Budget
	(This Period)	(This Period)	Remaining (This Period)	(This Year to Date)	(This Year to Date)	Remaining (This Year to Date)
Revenues						
Contributions						
410100 Pledged Offering	29,485.00	17,916.67	(11,568.33)	102,184.00	107,500.02	5,316.02
410200 Non-Pledged Offering	1,500.00	2,916.67	1,416.67	10,945.00	17,500.02	6,555.02
410300 Plate Offering (Cash & Coin)	610.27	833.33	223.06	5,297.50	4,999.98	(297.52)
410400 Memorials	100.00	58.33	(41.67)	1,275.00	349.98	(925.02)
Total Contributions	31,695.27	21,725.00	(9,970.27)	119,701.50	130,350.00	10,648.50
Other Revenue						
420100 Artist Utility	25.00	175.00	150.00	325.00	1,050.00	725.00
420150 Homeless Food Ministry	110.00	625.00	515.00	5,180.00	3,750.00	(1,430.00)
420200 Use of Building	1,566.76	1,250.00	(316.76)	14,861.76	7,500.00	(7,361.76)
420250 Weddings	900.00	166.67	(733.33)	900.00	1,000.02	100.02
420300 Capital Projects	0.00	0.00	0.00	200.00	0.00	(200.00)
420350 Outreach Revenue	0.00	0.00	0.00	140.00	0.00	(140.00)
420400 Worship & Arts Revenue	0.00	16.67	16.67	0.00	100.02	100.02
420450 Education Revenue	0.00	4.17	4.17	0.00	25.02	25.02
420550 Waffle Shop	0.00	666.67	666.67	100.00	4,000.02	3,900.02
420600 Flowers	0.00	20.83	20.83	370.00	124.98	(245.02)
420750 Clothes Closet	250.00	208.33	(41.67)	250.00	1,249.98	999.98
420990 Miscellaneous Grants/Income	0.25	416.67	416.42	1.80	2,500.02	2,498.22
Total Other Revenue	2,852.01	3,550.01	698.00	22,328.56	21,300.06	(1,028.50)
Endowment						
430100 Endowment Draw - Operating/Gen Fund	10,000.00	16,950.00	6,950.00	60,000.00	101,700.00	41,700.00
430200 Endowment Draw - Bldg/Capitol Fund	0.00	7,458.33	7,458.33	20,000.00	44,749.98	24,749.98
430300 Marguarette Thomas Trust	0.00	240.58	240.58	0.00	1,443.48	1,443.48
Total Endowment	10,000.00	24,648.91	14,648.91	80,000.00	147,893.46	67,893.46
Total Revenues	\$ 44,547.28	\$ 49,923.92	\$ 5,376.64	\$ 222,030.06	\$ 299,543.52	\$ 77,513.46
Expenses						
Personnel						
Pastor						
510100 Pastor Salary	2,102.76	2,102.75	(0.01)	12,616.56	12,616.50	(0.06)
510105 Pastor Housing	2,666.66	2,666.67	0.01	15,999.96	16,000.02	0.06
510110 Pastor Social Security/Medicare	364.84	364.83	(0.01)	2,189.04	2,188.98	(0.06)
510120 Pastor Pension/Medical Insurance	1,713.30	1,730.00	16.70	10,279.80	10,380.00	100.20
510135 Pastor Auto Allowance	0.00	50.00	50.00	0.00	300.00	300.00
510140 Pastor Professional Expenses	56.57	83.33	26.76	201.14	499.98	298.84
510170 Pastor Continuing Education	416.96	87.50	(329.46)	552.85	525.00	(27.85)
510180 Pastor Book Allowance	0.00	26.25	26.25	156.54	157.50	0.96
Total Pastor	7,321.09	7,111.33	(209.76)	41,995.89	42,667.98	672.09
Office Manager						
510300 Office Manager Salary	2,961.82	3,207.92	246.10	19,001.42	19,247.52	246.10
510310 Office Mgr Social Security/Medicare	122.73	245.42	122.69	1,347.46	1,472.52	125.06
510320 Office Manager Pension/Medical Ins.	824.72	773.67	(51.05)	4,948.32	4,642.02	(306.30)
510325 Office Manager Retirement Contrib.	0.00	161.67	161.67	0.00	970.02	970.02
Total Office Manager	3,909.27	4,388.68	479.41	25,297.20	26,332.08	1,034.88
Property Manager						
510400 Property Manager Salary	3,452.67	3,656.17	203.50	21,733.56	21,937.02	203.46
510410 Property Mgr Soc. Sec./Medicare	139.83	279.67	139.84	1,540.66	1,678.02	137.36
510420 Property Manager Pension/Med. Ins.	2,370.13	2,386.92	16.79	14,220.78	14,321.52	100.74

Accounts	Budget			Budget		
	Actual (This Period)	Budget (This Period)	Remaining (This Period)	Actual (This Year to Date)	Budget (This Year to Date)	Remaining (This Year to Date)
Total Property Manager	5,962.63	6,322.76	360.13	37,495.00	37,936.56	441.56
Education Director						
510500 Education Director Wages	1,347.46	1,404.75	57.29	8,371.26	8,428.50	57.24
510510 Education Dir. Soc. Sec./Medicare	53.73	107.50	53.77	591.04	645.00	53.96
510520 Education Director Pension/Med. Ins	947.94	1,641.17	693.23	5,687.64	9,847.02	4,159.38
Total Education Director	2,349.13	3,153.42	804.29	14,649.94	18,920.52	4,270.58
Music Director						
510600 Music Director Wages	1,906.06	2,060.42	154.36	12,208.20	12,362.52	154.32
510610 Music Dir. Social Security/Medicare	78.81	157.58	78.77	866.92	945.48	78.56
510630 Music Director Continuing Education	0.00	50.00	50.00	550.00	300.00	(250.00)
Total Music Director	1,984.87	2,268.00	283.13	13,625.12	13,608.00	(17.12)
Facilities Manager						
510700 Facilities Manager Wages	1,680.00	1,610.00	(70.00)	9,660.00	9,660.00	0.00
Total Facilities Manager	1,680.00	1,610.00	(70.00)	9,660.00	9,660.00	0.00
Musicians						
510800 Musicians	1,040.00	1,386.67	346.67	8,660.92	8,320.02	(340.90)
Total Musicians	1,040.00	1,386.67	346.67	8,660.92	8,320.02	(340.90)
Nursery Workers						
510900 Nursery Workers' Wages	182.00	333.33	151.33	1,792.00	1,999.98	207.98
Total Nursery Workers	182.00	333.33	151.33	1,792.00	1,999.98	207.98
Other Personnel Expense						
510950 Payroll Accounting Expenses	113.16	316.67	203.51	1,455.42	1,900.02	444.60
510960 Workers Comp Insurance	439.75	183.33	(256.42)	879.50	1,099.98	220.48
510970 Field Education Student	0.00	166.67	166.67	1,720.00	1,000.02	(719.98)
510980 Temporary Help/Event Services	0.00	125.00	125.00	1,000.00	750.00	(250.00)
510985 Training	0.00	41.67	41.67	0.00	250.02	250.02
Total Other Personnel Expense	552.91	833.34	280.43	5,054.92	5,000.04	(54.88)
Total Personnel	24,981.90	27,407.53	2,425.63	158,230.99	164,445.18	6,214.19
Building & Maintenance						
Utilities & Insurance						
520100 Natural Gas	127.58	1,000.00	872.42	14,107.06	6,000.00	(8,107.06)
520110 Electricity	0.00	2,666.67	2,666.67	12,742.33	16,000.02	3,257.69
520120 Water	592.97	266.67	(326.30)	1,820.50	1,600.02	(220.48)
520130 Waste Disposal	0.00	100.00	100.00	945.53	600.00	(345.53)
520140 Telephone Service	117.54	125.00	7.46	706.29	750.00	43.71
520150 Internet	42.06	50.00	7.94	250.89	300.00	49.11
520160 Alarm	85.00	141.67	56.67	560.00	850.02	290.02
520170 Pest Control Service	0.00	58.33	58.33	352.00	349.98	(2.02)
520185 Building Insurance	7,561.00	2,541.67	(5,019.33)	15,122.00	15,250.02	128.02
Total Utilities & Insurance	8,526.15	6,950.01	(1,576.14)	46,606.60	41,700.06	(4,906.54)
Maintenance & Grounds						
520200 Building Maintenance & Repairs	2,018.47	2,500.00	481.53	7,201.84	15,000.00	7,798.16
520210 Cleaning Service	0.00	1,000.00	1,000.00	5,838.00	6,000.00	162.00
520220 Capital Projects	5,553.35	6,666.67	1,113.32	8,904.12	40,000.02	31,095.90
520290 Miscellaneous Bldg. & Maintenance	0.00	0.00	0.00	24.04	0.00	(24.04)
Total Maintenance & Grounds	7,571.82	10,166.67	2,594.85	21,968.00	61,000.02	39,032.02
Total Building & Maintenance	16,097.97	17,116.68	1,018.71	68,574.60	102,700.08	34,125.48
Other Expenses						
Outreach						
530105 Foreign Missions	0.00	240.58	240.58	0.00	1,443.48	1,443.48
530120 Local Benevolences	0.00	1,166.67	1,166.67	500.00	7,000.02	6,500.02
530130 Community Assistant Fund	701.18	208.33	(492.85)	2,257.64	1,249.98	(1,007.66)
530140 Waffle Shop	0.00	208.33	208.33	28.58	1,249.98	1,221.40
530150 Homeless Ministry - Food	1,293.35	625.00	(668.35)	6,863.47	3,750.00	(3,113.47)
Total Outreach	1,994.53	2,448.91	454.38	9,649.69	14,693.46	5,043.77
Administration						
540100 Office Equipment	0.00	291.67	291.67	1,683.04	1,750.02	66.98

Accounts	Budget			Budget		
	Actual (This Period)	Budget (This Period)	Remaining (This Period)	Actual (This Year to Date)	Budget (This Year to Date)	Remaining (This Year to Date)
540110 Office Equipment Maintenance	0.00	20.83	20.83	0.00	124.98	124.98
540120 Software/Programs	113.00	166.67	53.67	775.00	1,000.02	225.02
540140 Office Supplies	0.00	41.67	41.67	152.91	250.02	97.11
540150 Postage	0.00	20.83	20.83	100.00	124.98	24.98
540160 Cell Phone	61.67	58.33	(3.34)	340.03	349.98	9.95
540175 Parking	1,000.00	833.33	(166.67)	4,008.00	4,999.98	991.98
540180 Fees	3.43	41.67	38.24	387.59	250.02	(137.57)
540185 Central Treasurer-PCUSA	0.00	412.50	412.50	0.00	2,475.00	2,475.00
540190 Miscellaneous Administration	0.00	16.67	16.67	0.00	100.02	100.02
Total Administration	1,178.10	1,904.17	726.07	7,446.57	11,425.02	3,978.45
Worship & Arts						
550100 Pulpit Supply	0.00	75.00	75.00	150.00	450.00	300.00
550110 Worship Aids	0.00	29.17	29.17	108.30	175.02	66.72
550115 Worship Arts Supplies	0.00	83.33	83.33	75.03	499.98	424.95
550120 Music Supplies	0.00	41.67	41.67	55.80	250.02	194.22
550130 Organ & Piano Maintenance	850.00	208.33	(641.67)	1,668.00	1,249.98	(418.02)
550140 Organ Supply	0.00	83.33	83.33	250.00	499.98	249.98
550150 Youth Choir	0.00	62.50	62.50	167.88	375.00	207.12
550190 Miscellaneous Worship & Arts	0.00	37.50	37.50	0.00	225.00	225.00
550200 Flowers	0.00	20.83	20.83	440.00	124.98	(315.02)
Total Worship & Arts	850.00	641.66	(208.34)	2,915.01	3,849.96	934.95
Education						
560100 Youth Ministries	0.00	16.67	16.67	30.69	100.02	69.33
560110 Jean Prueher Fund	0.00	83.33	83.33	394.00	499.98	105.98
560120 Children's Art Supplies	14.97	83.33	68.36	14.97	499.98	485.01
560130 Guest Speakers	0.00	8.33	8.33	100.00	49.98	(50.02)
560140 Educational Materials	0.00	83.33	83.33	450.00	499.98	49.98
560190 Miscellaneous Education	0.00	16.67	16.67	418.00	100.02	(317.98)
Total Education	14.97	291.66	276.69	1,407.66	1,749.96	342.30
Hospitality (CL/W&MD)						
570110 Receptions	0.00	25.00	25.00	0.00	150.00	150.00
570120 Congregational Meals	0.00	41.67	41.67	194.13	250.02	55.89
570130 Bereavement/Funerals	196.04	41.67	(154.37)	271.04	250.02	(21.02)
570150 Advertising/Brochures/Public Rel.	0.00	83.33	83.33	260.63	499.98	239.35
570160 New Member Assimilation	0.00	20.83	20.83	0.00	124.98	124.98
570190 Miscellaneous Hospitality (CL/W&MD)	0.00	8.33	8.33	52.97	49.98	(2.99)
Total Hospitality (CL/W&MD)	196.04	220.83	24.79	778.77	1,324.98	546.21
Session Expenses						
590100 Session Development/Retreat	0.00	41.67	41.67	0.00	250.02	250.02
590190 Miscellaneous Session	56.31	12.50	(43.81)	56.31	75.00	18.69
Total Session Expenses	56.31	54.17	(2.14)	56.31	325.02	268.71
Total Other Expenses	4,289.95	5,561.40	1,271.45	22,254.01	33,368.40	11,114.39
Total Expenses	\$ 45,369.82	\$ 50,085.61	\$ 4,715.79	\$ 249,059.60	\$ 300,513.66	\$ 51,454.06
Net Total	(\$ 822.54)	(\$ 161.69)	\$ 660.85	(\$ 27,029.54)	(\$ 970.14)	\$ 26,059.40

Downtown Presbyterian Church
Bank Reconciliation Report

Date Range: Jun 1st 2019 - Jun 30th 2019 | General Checking - General Checking

Bank Balance

Beginning Balance	29,801.43
Cleared Transactions	(5,274.19)
Ending Balance	<u>\$ 24,527.24</u>

General Ledger Balance

Bank Ending Balance	24,527.24
Uncleared Transactions	(14,492.38)
Calculated Balance	<u>\$ 10,034.86</u>

Cleared Transactions

(\$ 5,274.19)

Deposits

36,943.28

Date	Ref	Description	Type	Amount
06/04/2019	93	Contribution Batch 1019	DEP	8,712.76
06/04/2019	151		DEP	1,100.00
06/07/2019	152		DEP	25.00
06/11/2019	15	Online Batch 224869950	DEP	40.00
06/11/2019	105	Contribution Batch 1020	DEP	11,088.27
06/13/2019	16	Online Batch 225030378	DEP	25.00
06/20/2019	209		DEP	10,000.00
06/21/2019	128	Contribution Batch 1021	DEP	1,990.00
06/25/2019	17	Online Batch 226023903	DEP	220.00
06/27/2019	129	Contribution Batch 1022	DEP	3,742.00
06/28/2019	2		BKI	0.25

Withdrawals

42,217.47

Date	Ref	Payee	Description	Type	Amount
05/16/2019	41994	Tennesseans for Alternatives to the Death Penalty	Benevolence 2019	CHK	500.00
05/20/2019	41999	Joy's Flowers	Palm Buds for Palm Sunday	CHK	59.75
05/28/2019	40501	McWhirter Edwards Electric Company		CHK	800.05
05/29/2019	40502	Wells Fargo Vendor Financial Services, LLC		CHK	267.69
05/29/2019	40507	Dena Swoner		CHK	100.00
05/29/2019	40512	Nashville Electric Service	Service from 04/23/19-05/22/19	CHK	2,552.03
05/29/2019	40509	Janarus - The Good Janitors		CHK	933.00
05/29/2019	40510	Wilma Jensen		CHK	250.00
05/29/2019	40513	Waste Management		CHK	190.19
05/29/2019	40508	Erin Bell	Walmart	CHK	497.41
06/04/2019	40514	Michael Arwood	Harris Family Memorial	CHK	196.04
06/04/2019	40515	Milnar Organ Company LLC	Spring Tuning	CHK	850.00
06/04/2019	40516	Nashville Machine Elevator Co	Pressure Relief Test	CHK	1,037.43
06/04/2019	40517	SunTrust Bank	Credit Card ending in 0187	CHK	5,072.34
06/04/2019	40520	T-Mobile	Service from 04/21/19-05/20/19	CHK	61.67
06/04/2019	40518	Sysco		CHK	1,087.26
06/04/2019	40519	The Royal Music Guild	Choral Musicians	CHK	400.00
06/07/2019	39	Vanco		DPY	3.43
06/13/2019	94	PayChex	Paychex Salary	DPY	8,434.54
06/14/2019	95	PayChex	Paychex Fee	DPY	113.16
06/14/2019	96	PayChex	Paychex Payroll Tax	DPY	1,056.32
06/18/2019	40521	Board of Pensions	PIN# 20559	CHK	5,856.09
06/18/2019	40522	Metro Water Services	Service from 04/30/19-05/31/19	CHK	592.97
06/18/2019	40524	PPG Architectural Finishes	Acct# 3012522600000000	CHK	68.83
06/18/2019	40523	Piedmont Natural Gas	Service from 04/25/19-05/29/19	CHK	127.58
06/19/2019	40526	Erin Bell	Clothes Closet Reimbursement	CHK	701.18
06/19/2019	40525	Kimbro Designs Inc	History Room Stand for Church Bible	CHK	1,200.00
06/21/2019	40529	SP+ Parking	250 Parking Stickers	CHK	1,000.00
06/28/2019	97	PayChex	Paychex Salary	DPY	8,208.51

Uncleared Transactions**(\$ 14,492.38)****Deposits****7,319.00**

Date	Ref	Description	Type	Amount
06/30/2019	258	Contribution Batch 1023	DEP	7,319.00

Withdrawals**21,811.38**

Date	Ref	Payee	Description	Type	Amount
07/14/2017	5152017016		DPC EE Direct Deposit Payroll Payment	JRE	6,038.34
07/14/2017	5152017015		DPC ER/EE Payroll Taxes Payment	JRE	262.59
07/17/2017	5152017017	PayChex	Payroll Service Invoice No.2017071301	DPY	750.00
07/21/2017	5152017018	SunTrust Bank	Account Analysis Fee Direct Payment	DPY	145.90
07/31/2017	5152017018		DPC ER/EE Payroll Taxes Payment	JRE	83.00
07/31/2017	5152017019		DPC EE Direct Deposit Payroll Payment	JRE	247.84
01/08/2018	41543	Sysco	Invoice#160535096 Correction	CHK	758.61
01/08/2018	41547	SunTrust Bank	Account No. 0187 Correction	CHK	1,118.79
01/08/2018	41540	Lambscroft The Cookery	Saturday BF Expenses December 2017 Correction	CHK	40.36
01/10/2018	41550	Premier Parking of TN	Account#13707/Invoice#580348 Correction	CHK	1,360.00
01/10/2018	41549	Premier Parking of TN	Account#13707/Invoice#590463 Correction	CHK	340.00
02/13/2018	41583	Lambscroft The Cookery	Saturday BF Expenses January 18 Correction	CHK	67.93
04/24/2018	41644	Lambscroft The Cookery	Saturday BF Expenses April 18 Correction	CHK	102.54
06/27/2018	41702	Lambscroft The Cookery	Saturday BF Expenses June 18 Correction	CHK	35.92
09/21/2018	41773	Sysco	Invoice#160872097	CHK	1,113.09
12/26/2018	41873	Mike Wilson	2018 Mileage	CHK	44.00
06/21/2019	40527	AT&T U-Verse	Account#142889501	CHK	159.60
06/21/2019	40530	Teach A Child	Paint for Children's Activities	CHK	14.97
06/21/2019	40533	Brotherhood Mutual Insurance Company	Policy# 41W0481475	CHK	439.75
06/21/2019	40532	Brotherhood Mutual Insurance Company	Policy# 41M0481790	CHK	7,561.00
06/21/2019	40531	Timberline Tree & Lawn Care Inc.	Trimming and Fertilizing 5th Avenue Holly Trees	CHK	590.00
06/24/2019	40535	Action Security Systems	Alarm Monitoring Service 07/01/19-07/31/19	CHK	85.00
06/27/2019	40536	McWhirter Edwards Electric Company	Changing to LED Fixtures	CHK	452.15

Downtown Presbyterian Church Treasurers Report

Date: August 11, 2019
 To: Downtown Presbyterian Church Session
 From: Jeff Koontz, DPC Treasurer
 RE: **Financial Report for July 2019**



Financial Summary:

Bank Balance on	July 1, 2019	\$	24,527.24
Bank Balance ending	July 31, 2019	\$	43,767.27
July	Deposit Totals:	\$	89,089.46
July	Expense Totals:	\$	69,849.43
Corporate Draw Recommended next month?			No

July saw an increase of
 \$ 19,240.03 in the bank account

Monthly Summary:

Both deposits and expenses were higher than normal for this month with two large pledge checks coming in one week. There were no unexpected expenses for the month, but they were higher than budgeted primarily from one large payment (\$21,464) made for the Chapel remodelling. Pledges were \$19,683.33 above the monthly budget which brought us \$14,367.31 ahead of budget for the year. However, non-pledge offerings are now \$8,166.69 below budget, putting the overall contributions \$7,155 ahead of budget for the year.

A generous \$1,000 donation was made to the Clothes Closet by long-time volunteer Lynn in memory of her sister.

Two Corporation draws were made with \$25,000 for Capital/Building and \$15,000 for General Operations. A summary is noted below.

Statistics for the month:

- > Revenue for the month was above budgeted by \$31,846.54
- > Expenses for the month were above budgeted by \$11,395.31.
- > The follow committees had expenses this month:

Building	x
Education	
Hospitality	x
Outreach	x
Worship & Arts	x

- > Utility expenses for the month totaled \$5,959.02 (\$3,493.69 in electric)

	Budgeted	YTD Draw	this month?	Remaining
Endowment	\$ 203,400.00	\$ 75,000.00	Yes	\$ 128,400.00
Building/Capital Draw	\$ 89,500.00	\$ 45,000.00	Yes	\$ 44,500.00
Margaret Thomas	\$ 2,887.00	\$ -	No	\$ 2,887.00

Realm Report Attachments:

- > July 1, 2019 Statement of Activities Report
- > July 1, 2019 Reconciliation Report

Downtown Presbyterian Church
July 2019 Statement of Activities

Date Range: Jul 1st 2019 - Jul 31st 2019

Accounts	Actual (This Period)	Budget (This Period)	Budget Remaining (This Period)	Actual (This Year to Date)	Budget (This Year to Date)	Budget Remaining (This Year to Date)
Revenues						
Contributions						
410100 Pledged Offering	37,600.00	17,916.67	(19,683.33)	139,784.00	125,416.69	(14,367.31)
410200 Non-Pledged Offering	1,305.00	2,916.67	1,611.67	12,250.00	20,416.69	8,166.69
410300 Plate Offering (Cash & Coin)	623.50	833.33	209.83	5,921.00	5,833.31	(87.69)
410400 Memorials	0.00	58.33	58.33	1,275.00	408.31	(866.69)
Total Contributions	39,528.50	21,725.00	(17,803.50)	159,230.00	152,075.00	(7,155.00)
Other Revenue						
420100 Artist Utility	25.00	175.00	150.00	350.00	1,225.00	875.00
420150 Homeless Food Ministry	300.00	625.00	325.00	5,480.00	4,375.00	(1,105.00)
420200 Use of Building	776.54	1,250.00	473.46	15,638.30	8,750.00	(6,888.30)
420250 Weddings	0.00	166.67	166.67	900.00	1,166.69	266.69
420300 Capital Projects	0.00	0.00	0.00	200.00	0.00	(200.00)
420350 Outreach Revenue	100.00	0.00	(100.00)	240.00	0.00	(240.00)
420400 Worship & Arts Revenue	0.00	16.67	16.67	0.00	116.69	116.69
420450 Education Revenue	0.00	4.17	4.17	0.00	29.19	29.19
420550 Waffle Shop	0.00	666.67	666.67	100.00	4,666.69	4,566.69
420600 Flowers	0.00	20.83	20.83	370.00	145.81	(224.19)
420750 Clothes Closet	1,040.00	208.33	(831.67)	1,290.00	1,458.31	168.31
420990 Miscellaneous Grants/Income	0.42	416.67	416.25	2.22	2,916.69	2,914.47
Total Other Revenue	2,241.96	3,550.01	1,308.05	24,570.52	24,850.07	279.55
Endowment						
430100 Endowment Draw - Operating/Gen Fund	15,000.00	16,950.00	1,950.00	75,000.00	118,650.00	43,650.00
430200 Endowment Draw - Bldg/Capitol Fund	25,000.00	7,458.33	(17,541.67)	45,000.00	52,208.31	7,208.31
430300 Marguarette Thomas Trust	0.00	240.58	240.58	0.00	1,684.06	1,684.06
Total Endowment	40,000.00	24,648.91	(15,351.09)	120,000.00	172,542.37	52,542.37
Total Revenues	\$ 81,770.46	\$ 49,923.92	(\$ 31,846.54)	\$ 303,800.52	\$ 349,467.44	\$ 45,666.92
Expenses						
Personnel						
Pastor						
510100 Pastor Salary	2,102.76	2,102.75	(0.01)	14,719.32	14,719.25	(0.07)
510105 Pastor Housing	2,666.66	2,666.67	0.01	18,666.62	18,666.69	0.07
510110 Pastor Social Security/Medicare	364.84	364.83	(0.01)	2,553.88	2,553.81	(0.07)
510120 Pastor Pension/Medical Insurance	1,713.30	1,730.00	16.70	11,993.10	12,110.00	116.90
510135 Pastor Auto Allowance	0.00	50.00	50.00	0.00	350.00	350.00
510140 Pastor Professional Expenses	0.00	83.33	83.33	201.14	583.31	382.17
510170 Pastor Continuing Education	0.00	87.50	87.50	552.85	612.50	59.65
510180 Pastor Book Allowance	0.00	26.25	26.25	156.54	183.75	27.21
Total Pastor	6,847.56	7,111.33	263.77	48,843.45	49,779.31	935.86
Office Manager						
510300 Office Manager Salary	3,454.02	3,207.92	(246.10)	22,455.44	22,455.44	0.00
510310 Office Mgr Social Security/Medicare	368.19	245.42	(122.77)	1,715.65	1,717.94	2.29
510320 Office Manager Pension/Medical Ins.	824.72	773.67	(51.05)	5,773.04	5,415.69	(357.35)
510325 Office Manager Retirement Contrib.	0.00	161.67	161.67	0.00	1,131.69	1,131.69
Total Office Manager	4,646.93	4,388.68	(258.25)	29,944.13	30,720.76	776.63
Property Manager						
510400 Property Manager Salary	3,859.65	3,656.17	(203.48)	25,593.21	25,593.19	(0.02)
510410 Property Mgr Soc. Sec./Medicare	419.49	279.67	(139.82)	1,960.15	1,957.69	(2.46)
510420 Property Manager Pension/Med. Ins.	2,370.13	2,386.92	16.79	16,590.91	16,708.44	117.53

Accounts	Actual (This Period)	Budget (This Period)	Budget Remaining (This Period)	Actual (This Year to Date)	Budget (This Year to Date)	Budget Remaining (This Year to Date)
Total Property Manager	6,649.27	6,322.76	(326.51)	44,144.27	44,259.32	115.05
Education Director						
510500 Education Director Wages	1,462.06	1,404.75	(57.31)	9,833.32	9,833.25	(0.07)
510510 Education Dir. Soc. Sec./Medicare	161.19	107.50	(53.69)	752.23	752.50	0.27
510520 Education Director Pension/Med. Ins	947.94	1,641.17	693.23	6,635.58	11,488.19	4,852.61
Total Education Director	2,571.19	3,153.42	582.23	17,221.13	22,073.94	4,852.81
Music Director						
510600 Music Director Wages	2,214.78	2,060.42	(154.36)	14,422.98	14,422.94	(0.04)
510610 Music Dir. Social Security/Medicare	236.43	157.58	(78.85)	1,103.35	1,103.06	(0.29)
510630 Music Director Continuing Education	0.00	50.00	50.00	550.00	350.00	(200.00)
Total Music Director	2,451.21	2,268.00	(183.21)	16,076.33	15,876.00	(200.33)
Facilities Manager						
510700 Facilities Manager Wages	1,680.00	1,610.00	(70.00)	11,340.00	11,270.00	(70.00)
Total Facilities Manager	1,680.00	1,610.00	(70.00)	11,340.00	11,270.00	(70.00)
Musicians						
510800 Musicians	1,650.00	1,386.67	(263.33)	10,310.92	9,706.69	(604.23)
Total Musicians	1,650.00	1,386.67	(263.33)	10,310.92	9,706.69	(604.23)
Nursery Workers						
510900 Nursery Workers' Wages	210.00	333.33	123.33	2,002.00	2,333.31	331.31
Total Nursery Workers	210.00	333.33	123.33	2,002.00	2,333.31	331.31
Other Personnel Expense						
510950 Payroll Accounting Expenses	428.07	316.67	(111.40)	1,883.49	2,216.69	333.20
510960 Workers Comp Insurance	0.00	183.33	183.33	879.50	1,283.31	403.81
510970 Field Education Student	0.00	166.67	166.67	1,720.00	1,166.69	(553.31)
510980 Temporary Help/Event Services	0.00	125.00	125.00	1,000.00	875.00	(125.00)
510985 Training	0.00	41.67	41.67	0.00	291.69	291.69
Total Other Personnel Expense	428.07	833.34	405.27	5,482.99	5,833.38	350.39
Total Personnel	27,134.23	27,407.53	273.30	185,365.22	191,852.71	6,487.49
Building & Maintenance						
Utilities & Insurance						
520100 Natural Gas	59.76	1,000.00	940.24	14,166.82	7,000.00	(7,166.82)
520110 Electricity	3,493.69	2,666.67	(827.02)	16,236.02	18,666.69	2,430.67
520120 Water	854.74	266.67	(588.07)	2,675.24	1,866.69	(808.55)
520130 Waste Disposal	378.59	100.00	(278.59)	1,324.12	700.00	(624.12)
520140 Telephone Service	121.18	125.00	3.82	827.47	875.00	47.53
520150 Internet	42.06	50.00	7.94	292.95	350.00	57.05
520160 Alarm	745.00	141.67	(603.33)	1,305.00	991.69	(313.31)
520170 Pest Control Service	264.00	58.33	(205.67)	616.00	408.31	(207.69)
520185 Building Insurance	0.00	2,541.67	2,541.67	15,122.00	17,791.69	2,669.69
Total Utilities & Insurance	5,959.02	6,950.01	990.99	52,565.62	48,650.07	(3,915.55)
Maintenance & Grounds						
520200 Building Maintenance & Repairs	1,066.01	2,500.00	1,433.99	8,267.85	17,500.00	9,232.15
520210 Cleaning Service	933.00	1,000.00	67.00	6,771.00	7,000.00	229.00
520220 Capital Projects	21,560.19	6,666.67	(14,893.52)	30,464.31	46,666.69	16,202.38
520290 Miscellaneous Bldg. & Maintenance	347.57	0.00	(347.57)	371.61	0.00	(371.61)
Total Maintenance & Grounds	23,906.77	10,166.67	(13,740.10)	45,874.77	71,166.69	25,291.92
Total Building & Maintenance	29,865.79	17,116.68	(12,749.11)	98,440.39	119,816.76	21,376.37
Other Expenses						
Outreach						
530105 Foreign Missions	0.00	240.58	240.58	0.00	1,684.06	1,684.06
530120 Local Benevolences	1,750.00	1,166.67	(583.33)	2,250.00	8,166.69	5,916.69
530130 Community Assistant Fund	0.00	208.33	208.33	2,257.64	1,458.31	(799.33)
530140 Waffle Shop	120.00	208.33	88.33	148.58	1,458.31	1,309.73
530150 Homeless Ministry - Food	820.50	625.00	(195.50)	7,683.97	4,375.00	(3,308.97)
Total Outreach	2,690.50	2,448.91	(241.59)	12,340.19	17,142.37	4,802.18

Accounts	Actual (This Period)	Budget (This Period)	Budget Remaining (This Period)	Actual (This Year to Date)	Budget (This Year to Date)	Budget Remaining (This Year to Date)
Administration						
540100 Office Equipment	521.25	291.67	(229.58)	2,204.29	2,041.69	(162.60)
540110 Office Equipment Maintenance	0.00	20.83	20.83	0.00	145.81	145.81
540120 Software/Programs	113.00	166.67	53.67	888.00	1,166.69	278.69
540140 Office Supplies	100.48	41.67	(58.81)	253.39	291.69	38.30
540150 Postage	0.00	20.83	20.83	100.00	145.81	45.81
540160 Cell Phone	55.00	58.33	3.33	395.03	408.31	13.28
540175 Parking	0.00	833.33	833.33	4,008.00	5,833.31	1,825.31
540180 Fees	67.89	41.67	(26.22)	455.48	291.69	(163.79)
540185 Central Treasurer-PCUSA	0.00	412.50	412.50	0.00	2,887.50	2,887.50
540190 Miscellaneous Administration	0.00	16.67	16.67	0.00	116.69	116.69
Total Administration	857.62	1,904.17	1,046.55	8,304.19	13,329.19	5,025.00
Worship & Arts						
550100 Pulpit Supply	0.00	75.00	75.00	150.00	525.00	375.00
550110 Worship Aids	0.00	29.17	29.17	108.30	204.19	95.89
550115 Worship Arts Supplies	0.00	83.33	83.33	75.03	583.31	508.28
550120 Music Supplies	105.21	41.67	(63.54)	161.01	291.69	130.68
550130 Organ & Piano Maintenance	180.00	208.33	28.33	1,848.00	1,458.31	(389.69)
550140 Organ Supply	250.00	83.33	(166.67)	500.00	583.31	83.31
550150 Youth Choir	0.00	62.50	62.50	167.88	437.50	269.62
550190 Miscellaneous Worship & Arts	0.00	37.50	37.50	0.00	262.50	262.50
550200 Flowers	0.00	20.83	20.83	440.00	145.81	(294.19)
Total Worship & Arts	535.21	641.66	106.45	3,450.22	4,491.62	1,041.40
Education						
560100 Youth Ministries	0.00	16.67	16.67	30.69	116.69	86.00
560110 Jean Prueher Fund	0.00	83.33	83.33	394.00	583.31	189.31
560120 Children's Art Supplies	0.00	83.33	83.33	14.97	583.31	568.34
560130 Guest Speakers	0.00	8.33	8.33	100.00	58.31	(41.69)
560140 Educational Materials	0.00	83.33	83.33	450.00	583.31	133.31
560190 Miscellaneous Education	0.00	16.67	16.67	418.00	116.69	(301.31)
Total Education	0.00	291.66	291.66	1,407.66	2,041.62	633.96
Hospitality (CL/W&MD)						
570110 Receptions	55.57	25.00	(30.57)	55.57	175.00	119.43
570120 Congregational Meals	0.00	41.67	41.67	194.13	291.69	97.56
570130 Bereavement/Funerals	0.00	41.67	41.67	271.04	291.69	20.65
570150 Advertising/Brochures/Public Rel.	337.30	83.33	(253.97)	597.93	583.31	(14.62)
570160 New Member Assimilation	0.00	20.83	20.83	0.00	145.81	145.81
570190 Miscellaneous Hospitality (CL/ W&MD)	4.70	8.33	3.63	57.67	58.31	0.64
Total Hospitality (CL/W&MD)	397.57	220.83	(176.74)	1,176.34	1,545.81	369.47
Session Expenses						
590100 Session Development/Retreat	0.00	41.67	41.67	0.00	291.69	291.69
590190 Miscellaneous Session	0.00	12.50	12.50	56.31	87.50	31.19
Total Session Expenses	0.00	54.17	54.17	56.31	379.19	322.88
Total Other Expenses	4,480.90	5,561.40	1,080.50	26,734.91	38,929.80	12,194.89
Total Expenses	\$ 61,480.92	\$ 50,085.61	(\$ 11,395.31)	\$ 310,540.52	\$ 350,599.27	\$ 40,058.75
Net Total	\$ 20,289.54	(\$ 161.69)	(\$ 20,451.23)	(\$ 6,740.00)	(\$ 1,131.83)	\$ 5,608.17

Downtown Presbyterian Church
Statement of Activities

Date Range: Jul 1st 2019 - Jul 31st 2019

Accounts	Actual (This Period)	Budget (This Period)	Budget Remaining (This Period)	Actual (This Year to Date)	Budget (This Year to Date)	Budget Remaining (This Year to Date)
Revenues						
Contributions						
410100 Pledged Offering	37,600.00	17,916.67	(19,683.33)	139,784.00	125,416.69	(14,367.31)
410200 Non-Pledged Offering	1,305.00	2,916.67	1,611.67	12,250.00	20,416.69	8,166.69
410300 Plate Offering (Cash & Coin)	623.50	833.33	209.83	5,921.00	5,833.31	(87.69)
410400 Memorials	0.00	58.33	58.33	1,275.00	408.31	(866.69)
Total Contributions	39,528.50	21,725.00	(17,803.50)	159,230.00	152,075.00	(7,155.00)
Other Revenue						
420100 Artist Utility	25.00	175.00	150.00	350.00	1,225.00	875.00
420150 Homeless Food Ministry	300.00	625.00	325.00	5,480.00	4,375.00	(1,105.00)
420200 Use of Building	776.54	1,250.00	473.46	15,638.30	8,750.00	(6,888.30)
420250 Weddings	0.00	166.67	166.67	900.00	1,166.69	266.69
420300 Capital Projects	0.00	0.00	0.00	200.00	0.00	(200.00)
420350 Outreach Revenue	100.00	0.00	(100.00)	240.00	0.00	(240.00)
420400 Worship & Arts Revenue	0.00	16.67	16.67	0.00	116.69	116.69
420450 Education Revenue	0.00	4.17	4.17	0.00	29.19	29.19
420550 Waffle Shop	0.00	666.67	666.67	100.00	4,666.69	4,566.69
420600 Flowers	0.00	20.83	20.83	370.00	145.81	(224.19)
420750 Clothes Closet	1,040.00	208.33	(831.67)	1,290.00	1,458.31	168.31
420990 Miscellaneous Grants/Income	0.42	416.67	416.25	2.22	2,916.69	2,914.47
Total Other Revenue	2,241.96	3,550.01	1,308.05	24,570.52	24,850.07	279.55
Endowment						
430100 Endowment Draw - Operating/Gen Fund	15,000.00	16,950.00	1,950.00	75,000.00	118,650.00	43,650.00
430200 Endowment Draw - Bldg/Capitol Fund	25,000.00	7,458.33	(17,541.67)	45,000.00	52,208.31	7,208.31
430300 Marguarette Thomas Trust	0.00	240.58	240.58	0.00	1,684.06	1,684.06
Total Endowment	40,000.00	24,648.91	(15,351.09)	120,000.00	172,542.37	52,542.37
Total Revenues	\$ 81,770.46	\$ 49,923.92	(\$ 31,846.54)	\$ 303,800.52	\$ 349,467.44	\$ 45,666.92
Expenses						
Personnel						
Pastor						
510100 Pastor Salary	2,102.76	2,102.75	(0.01)	14,719.32	14,719.25	(0.07)
510105 Pastor Housing	2,666.66	2,666.67	0.01	18,666.62	18,666.69	0.07
510110 Pastor Social Security/Medicare	364.84	364.83	(0.01)	2,553.88	2,553.81	(0.07)
510120 Pastor Pension/Medical Insurance	1,713.30	1,730.00	16.70	11,993.10	12,110.00	116.90
510135 Pastor Auto Allowance	0.00	50.00	50.00	0.00	350.00	350.00
510140 Pastor Professional Expenses	0.00	83.33	83.33	201.14	583.31	382.17
510170 Pastor Continuing Education	0.00	87.50	87.50	552.85	612.50	59.65
510180 Pastor Book Allowance	0.00	26.25	26.25	156.54	183.75	27.21
Total Pastor	6,847.56	7,111.33	263.77	48,843.45	49,779.31	935.86
Office Manager						
510300 Office Manager Salary	3,454.02	3,207.92	(246.10)	22,455.44	22,455.44	0.00
510310 Office Mgr Social Security/Medicare	368.19	245.42	(122.77)	1,715.65	1,717.94	2.29
510320 Office Manager Pension/Medical Ins.	824.72	773.67	(51.05)	5,773.04	5,415.69	(357.35)
510325 Office Manager Retirement Contrib.	0.00	161.67	161.67	0.00	1,131.69	1,131.69
Total Office Manager	4,646.93	4,388.68	(258.25)	29,944.13	30,720.76	776.63
Property Manager						
510400 Property Manager Salary	3,859.65	3,656.17	(203.48)	25,593.21	25,593.19	(0.02)
510410 Property Mgr Soc. Sec./Medicare	419.49	279.67	(139.82)	1,960.15	1,957.69	(2.46)
510420 Property Manager Pension/Med. Ins.	2,370.13	2,386.92	16.79	16,590.91	16,708.44	117.53

Accounts	Actual (This Period)	Budget (This Period)	Budget Remaining (This Period)	Actual (This Year to Date)	Budget (This Year to Date)	Budget Remaining (This Year to Date)
Total Property Manager	6,649.27	6,322.76	(326.51)	44,144.27	44,259.32	115.05
Education Director						
510500 Education Director Wages	1,462.06	1,404.75	(57.31)	9,833.32	9,833.25	(0.07)
510510 Education Dir. Soc. Sec./Medicare	161.19	107.50	(53.69)	752.23	752.50	0.27
510520 Education Director Pension/Med. Ins	947.94	1,641.17	693.23	6,635.58	11,488.19	4,852.61
Total Education Director	2,571.19	3,153.42	582.23	17,221.13	22,073.94	4,852.81
Music Director						
510600 Music Director Wages	2,214.78	2,060.42	(154.36)	14,422.98	14,422.94	(0.04)
510610 Music Dir. Social Security/Medicare	236.43	157.58	(78.85)	1,103.35	1,103.06	(0.29)
510630 Music Director Continuing Education	0.00	50.00	50.00	550.00	350.00	(200.00)
Total Music Director	2,451.21	2,268.00	(183.21)	16,076.33	15,876.00	(200.33)
Facilities Manager						
510700 Facilities Manager Wages	1,680.00	1,610.00	(70.00)	11,340.00	11,270.00	(70.00)
Total Facilities Manager	1,680.00	1,610.00	(70.00)	11,340.00	11,270.00	(70.00)
Musicians						
510800 Musicians	1,650.00	1,386.67	(263.33)	10,310.92	9,706.69	(604.23)
Total Musicians	1,650.00	1,386.67	(263.33)	10,310.92	9,706.69	(604.23)
Nursery Workers						
510900 Nursery Workers' Wages	210.00	333.33	123.33	2,002.00	2,333.31	331.31
Total Nursery Workers	210.00	333.33	123.33	2,002.00	2,333.31	331.31
Other Personnel Expense						
510950 Payroll Accounting Expenses	428.07	316.67	(111.40)	1,883.49	2,216.69	333.20
510960 Workers Comp Insurance	0.00	183.33	183.33	879.50	1,283.31	403.81
510970 Field Education Student	0.00	166.67	166.67	1,720.00	1,166.69	(553.31)
510980 Temporary Help/Event Services	0.00	125.00	125.00	1,000.00	875.00	(125.00)
510985 Training	0.00	41.67	41.67	0.00	291.69	291.69
Total Other Personnel Expense	428.07	833.34	405.27	5,482.99	5,833.38	350.39
Total Personnel	27,134.23	27,407.53	273.30	185,365.22	191,852.71	6,487.49
Building & Maintenance						
Utilities & Insurance						
520100 Natural Gas	59.76	1,000.00	940.24	14,166.82	7,000.00	(7,166.82)
520110 Electricity	3,493.69	2,666.67	(827.02)	16,236.02	18,666.69	2,430.67
520120 Water	854.74	266.67	(588.07)	2,675.24	1,866.69	(808.55)
520130 Waste Disposal	378.59	100.00	(278.59)	1,324.12	700.00	(624.12)
520140 Telephone Service	121.18	125.00	3.82	827.47	875.00	47.53
520150 Internet	42.06	50.00	7.94	292.95	350.00	57.05
520160 Alarm	745.00	141.67	(603.33)	1,305.00	991.69	(313.31)
520170 Pest Control Service	264.00	58.33	(205.67)	616.00	408.31	(207.69)
520185 Building Insurance	0.00	2,541.67	2,541.67	15,122.00	17,791.69	2,669.69
Total Utilities & Insurance	5,959.02	6,950.01	990.99	52,565.62	48,650.07	(3,915.55)
Maintenance & Grounds						
520200 Building Maintenance & Repairs	1,066.01	2,500.00	1,433.99	8,267.85	17,500.00	9,232.15
520210 Cleaning Service	933.00	1,000.00	67.00	6,771.00	7,000.00	229.00
520220 Capital Projects	21,560.19	6,666.67	(14,893.52)	30,464.31	46,666.69	16,202.38
520290 Miscellaneous Bldg. & Maintenance	347.57	0.00	(347.57)	371.61	0.00	(371.61)
Total Maintenance & Grounds	23,906.77	10,166.67	(13,740.10)	45,874.77	71,166.69	25,291.92
Total Building & Maintenance	29,865.79	17,116.68	(12,749.11)	98,440.39	119,816.76	21,376.37
Other Expenses						
Outreach						
530105 Foreign Missions	0.00	240.58	240.58	0.00	1,684.06	1,684.06
530120 Local Benevolences	1,750.00	1,166.67	(583.33)	2,250.00	8,166.69	5,916.69
530130 Community Assistant Fund	0.00	208.33	208.33	2,257.64	1,458.31	(799.33)
530140 Waffle Shop	120.00	208.33	88.33	148.58	1,458.31	1,309.73
530150 Homeless Ministry - Food	820.50	625.00	(195.50)	7,683.97	4,375.00	(3,308.97)
Total Outreach	2,690.50	2,448.91	(241.59)	12,340.19	17,142.37	4,802.18

Accounts	Actual (This Period)	Budget (This Period)	Budget Remaining (This Period)	Actual (This Year to Date)	Budget (This Year to Date)	Budget Remaining (This Year to Date)
Administration						
540100 Office Equipment	521.25	291.67	(229.58)	2,204.29	2,041.69	(162.60)
540110 Office Equipment Maintenance	0.00	20.83	20.83	0.00	145.81	145.81
540120 Software/Programs	113.00	166.67	53.67	888.00	1,166.69	278.69
540140 Office Supplies	100.48	41.67	(58.81)	253.39	291.69	38.30
540150 Postage	0.00	20.83	20.83	100.00	145.81	45.81
540160 Cell Phone	55.00	58.33	3.33	395.03	408.31	13.28
540175 Parking	0.00	833.33	833.33	4,008.00	5,833.31	1,825.31
540180 Fees	67.89	41.67	(26.22)	455.48	291.69	(163.79)
540185 Central Treasurer-PCUSA	0.00	412.50	412.50	0.00	2,887.50	2,887.50
540190 Miscellaneous Administration	0.00	16.67	16.67	0.00	116.69	116.69
Total Administration	857.62	1,904.17	1,046.55	8,304.19	13,329.19	5,025.00
Worship & Arts						
550100 Pulpit Supply	0.00	75.00	75.00	150.00	525.00	375.00
550110 Worship Aids	0.00	29.17	29.17	108.30	204.19	95.89
550115 Worship Arts Supplies	0.00	83.33	83.33	75.03	583.31	508.28
550120 Music Supplies	105.21	41.67	(63.54)	161.01	291.69	130.68
550130 Organ & Piano Maintenance	180.00	208.33	28.33	1,848.00	1,458.31	(389.69)
550140 Organ Supply	250.00	83.33	(166.67)	500.00	583.31	83.31
550150 Youth Choir	0.00	62.50	62.50	167.88	437.50	269.62
550190 Miscellaneous Worship & Arts	0.00	37.50	37.50	0.00	262.50	262.50
550200 Flowers	0.00	20.83	20.83	440.00	145.81	(294.19)
Total Worship & Arts	535.21	641.66	106.45	3,450.22	4,491.62	1,041.40
Education						
560100 Youth Ministries	0.00	16.67	16.67	30.69	116.69	86.00
560110 Jean Prueher Fund	0.00	83.33	83.33	394.00	583.31	189.31
560120 Children's Art Supplies	0.00	83.33	83.33	14.97	583.31	568.34
560130 Guest Speakers	0.00	8.33	8.33	100.00	58.31	(41.69)
560140 Educational Materials	0.00	83.33	83.33	450.00	583.31	133.31
560190 Miscellaneous Education	0.00	16.67	16.67	418.00	116.69	(301.31)
Total Education	0.00	291.66	291.66	1,407.66	2,041.62	633.96
Hospitality (CL/W&MD)						
570110 Receptions	55.57	25.00	(30.57)	55.57	175.00	119.43
570120 Congregational Meals	0.00	41.67	41.67	194.13	291.69	97.56
570130 Bereavement/Funerals	0.00	41.67	41.67	271.04	291.69	20.65
570150 Advertising/Brochures/Public Rel.	337.30	83.33	(253.97)	597.93	583.31	(14.62)
570160 New Member Assimilation	0.00	20.83	20.83	0.00	145.81	145.81
570190 Miscellaneous Hospitality (CL/W&MD)	4.70	8.33	3.63	57.67	58.31	0.64
Total Hospitality (CL/W&MD)	397.57	220.83	(176.74)	1,176.34	1,545.81	369.47
Session Expenses						
590100 Session Development/Retreat	0.00	41.67	41.67	0.00	291.69	291.69
590190 Miscellaneous Session	0.00	12.50	12.50	56.31	87.50	31.19
Total Session Expenses	0.00	54.17	54.17	56.31	379.19	322.88
Total Other Expenses	4,480.90	5,561.40	1,080.50	26,734.91	38,929.80	12,194.89
Total Expenses	\$ 61,480.92	\$ 50,085.61	(\$ 11,395.31)	\$ 310,540.52	\$ 350,599.27	\$ 40,058.75
Net Total	\$ 20,289.54	(\$ 161.69)	(\$ 20,451.23)	(\$ 6,740.00)	(\$ 1,131.83)	\$ 5,608.17

Downtown Presbyterian Church
Statement of Activities

Date Range: Jan 1st 2019 - Jun 30th 2019

Accounts	Actual (This Year to Date)	Budget (This Year to Date)	Budget Remaining (This Year to Date)	Budget % Used (This Year to Date)	Annual Budget % Used (This Year)
Revenues					
Contributions					
410100 Pledged Offering	102,184.00	107,500.02	5,316.02	95.05 %	47.53 %
410200 Non-Pledged Offering	10,945.00	17,500.02	6,555.02	62.54 %	31.27 %
410300 Plate Offering (Cash & Coin)	5,297.50	4,999.98	(297.52)	105.95 %	52.98 %
410400 Memorials	1,275.00	349.98	(925.02)	364.31 %	182.14 %
Total Contributions	119,701.50	130,350.00	10,648.50	91.83 %	45.92 %
Other Revenue					
420100 Artist Utility	325.00	1,050.00	725.00	30.95 %	15.48 %
420150 Homeless Food Ministry	5,180.00	3,750.00	(1,430.00)	138.13 %	69.07 %
420200 Use of Building	14,861.76	7,500.00	(7,361.76)	198.16 %	99.08 %
420250 Weddings	900.00	1,000.02	100.02	90.00 %	45.00 %
420300 Capital Projects	200.00	0.00	(200.00)	0.00 %	0.00 %
420350 Outreach Revenue	140.00	0.00	(140.00)	0.00 %	0.00 %
420400 Worship & Arts Revenue	0.00	100.02	100.02	0.00 %	0.00 %
420450 Education Revenue	0.00	25.02	25.02	0.00 %	0.00 %
420550 Waffle Shop	100.00	4,000.02	3,900.02	2.50 %	1.25 %
420600 Flowers	370.00	124.98	(245.02)	296.05 %	148.00 %
420750 Clothes Closet	250.00	1,249.98	999.98	20.00 %	10.00 %
420990 Miscellaneous Grants/Income	1.80	2,500.02	2,498.22	0.07 %	0.04 %
Total Other Revenue	22,328.56	21,300.06	(1,028.50)	104.83 %	52.41 %
Endowment					
430100 Endowment Draw - Operating/Gen Fund	60,000.00	101,700.00	41,700.00	59.00 %	29.50 %
430200 Endowment Draw - Bldg/Capitol Fund	20,000.00	44,749.98	24,749.98	44.69 %	22.35 %
430300 Marguarette Thomas Trust	0.00	1,443.48	1,443.48	0.00 %	0.00 %
Total Endowment	80,000.00	147,893.46	67,893.46	54.09 %	27.05 %
Total Revenues	\$ 222,030.06	\$ 299,543.52	\$ 77,513.46	74.12 %	37.06 %
Expenses					
Personnel					
Pastor					
510100 Pastor Salary	12,616.56	12,616.50	(0.06)	100.00 %	50.00 %
510105 Pastor Housing	15,999.96	16,000.02	0.06	100.00 %	50.00 %
510110 Pastor Social Security/Medicare	2,189.04	2,188.98	(0.06)	100.00 %	50.00 %
510120 Pastor Pension/Medical Insurance	10,279.80	10,380.00	100.20	99.03 %	49.52 %
510135 Pastor Auto Allowance	0.00	300.00	300.00	0.00 %	0.00 %
510140 Pastor Professional Expenses	201.14	499.98	298.84	40.23 %	20.11 %
510170 Pastor Continuing Education	552.85	525.00	(27.85)	105.30 %	52.65 %
510180 Pastor Book Allowance	156.54	157.50	0.96	99.39 %	49.70 %
Total Pastor	41,995.89	42,667.98	672.09	98.42 %	49.21 %
Office Manager					
510300 Office Manager Salary	19,001.42	19,247.52	246.10	98.72 %	49.36 %
510310 Office Mgr Social Security/Medicare	1,347.46	1,472.52	125.06	91.51 %	45.75 %
510320 Office Manager Pension/Medical Ins.	4,948.32	4,642.02	(306.30)	106.60 %	53.30 %
510325 Office Manager Retirement	0.00	970.02	970.02	0.00 %	0.00 %

Accounts	Actual (This Year to Date)	Budget (This Year to Date)	Budget Remaining (This Year to Date)	Budget % Used (This Year to Date)	Annual Budget % Used (This Year)
Contrib.					
Total Office Manager	25,297.20	26,332.08	1,034.88	96.07 %	48.04 %
Property Manager					
510400 Property Manager Salary	21,733.56	21,937.02	203.46	99.07 %	49.54 %
510410 Property Mgr Soc. Sec./Medicare	1,540.66	1,678.02	137.36	91.81 %	45.91 %
510420 Property Manager Pension/Med. Ins.	14,220.78	14,321.52	100.74	99.30 %	49.65 %
Total Property Manager	37,495.00	37,936.56	441.56	98.84 %	49.42 %
Education Director					
510500 Education Director Wages	8,371.26	8,428.50	57.24	99.32 %	49.66 %
510510 Education Dir. Soc. Sec./Medicare	591.04	645.00	53.96	91.63 %	45.82 %
510520 Education Director Pension/ Med. Ins	5,687.64	9,847.02	4,159.38	57.76 %	28.88 %
Total Education Director	14,649.94	18,920.52	4,270.58	77.43 %	38.71 %
Music Director					
510600 Music Director Wages	12,208.20	12,362.52	154.32	98.75 %	49.38 %
510610 Music Dir. Social Security/ Medicare	866.92	945.48	78.56	91.69 %	45.84 %
510630 Music Director Continuing Education	550.00	300.00	(250.00)	183.33 %	91.67 %
Total Music Director	13,625.12	13,608.00	(17.12)	100.13 %	50.06 %
Facilities Manager					
510700 Facilities Manager Wages	9,660.00	9,660.00	0.00	100.00 %	50.00 %
Total Facilities Manager	9,660.00	9,660.00	0.00	100.00 %	50.00 %
Musicians					
510800 Musicians	8,660.92	8,320.02	(340.90)	104.10 %	52.05 %
Total Musicians	8,660.92	8,320.02	(340.90)	104.10 %	52.05 %
Nursery Workers					
510900 Nursery Workers' Wages	1,792.00	1,999.98	207.98	89.60 %	44.80 %
Total Nursery Workers	1,792.00	1,999.98	207.98	89.60 %	44.80 %
Other Personnel Expense					
510950 Payroll Accounting Expenses	1,455.42	1,900.02	444.60	76.60 %	38.30 %
510960 Workers Comp Insurance	879.50	1,099.98	220.48	79.96 %	39.98 %
510970 Field Education Student	1,720.00	1,000.02	(719.98)	172.00 %	86.00 %
510980 Temporary Help/Event Services	1,000.00	750.00	(250.00)	133.33 %	66.67 %
510985 Training	0.00	250.02	250.02	0.00 %	0.00 %
Total Other Personnel Expense	5,054.92	5,000.04	(54.88)	101.10 %	50.55 %
Total Personnel	158,230.99	164,445.18	6,214.19	96.22 %	48.11 %
Building & Maintenance					
Utilities & Insurance					
520100 Natural Gas	14,107.06	6,000.00	(8,107.06)	235.12 %	117.56 %
520110 Electricity	12,742.33	16,000.02	3,257.69	79.64 %	39.82 %
520120 Water	1,820.50	1,600.02	(220.48)	113.78 %	56.89 %
520130 Waste Disposal	945.53	600.00	(345.53)	157.59 %	78.79 %
520140 Telephone Service	706.29	750.00	43.71	94.17 %	47.09 %
520150 Internet	250.89	300.00	49.11	83.63 %	41.82 %
520160 Alarm	560.00	850.02	290.02	65.88 %	32.94 %
520170 Pest Control Service	352.00	349.98	(2.02)	100.58 %	50.29 %
520185 Building Insurance	15,122.00	15,250.02	128.02	99.16 %	49.58 %
Total Utilities & Insurance	46,606.60	41,700.06	(4,906.54)	111.77 %	55.88 %
Maintenance & Grounds					
520200 Building Maintenance & Repairs	7,201.84	15,000.00	7,798.16	48.01 %	24.01 %
520210 Cleaning Service	5,838.00	6,000.00	162.00	97.30 %	48.65 %

Accounts	Actual (This Year to Date)	Budget (This Year to Date)	Budget Remaining (This Year to Date)	Budget % Used (This Year to Date)	Annual Budget % Used (This Year)
520220 Capital Projects	8,904.12	40,000.02	31,095.90	22.26 %	11.13 %
520290 Miscellaneous Bldg. & Maintenance	24.04	0.00	(24.04)	0.00 %	0.00 %
Total Maintenance & Grounds	21,968.00	61,000.02	39,032.02	36.01 %	18.01 %
Total Building & Maintenance	68,574.60	102,700.08	34,125.48	66.77 %	33.39 %
Other Expenses					
Outreach					
530105 Foreign Missions	0.00	1,443.48	1,443.48	0.00 %	0.00 %
530120 Local Benevolences	500.00	7,000.02	6,500.02	7.14 %	3.57 %
530130 Community Assistant Fund	2,257.64	1,249.98	(1,007.66)	180.61 %	90.31 %
530140 Waffle Shop	28.58	1,249.98	1,221.40	2.29 %	1.14 %
530150 Homeless Ministry - Food	6,863.47	3,750.00	(3,113.47)	183.03 %	91.51 %
Total Outreach	9,649.69	14,693.46	5,043.77	65.67 %	32.84 %
Administration					
540100 Office Equipment	1,683.04	1,750.02	66.98	96.17 %	48.09 %
540110 Office Equipment Maintenance	0.00	124.98	124.98	0.00 %	0.00 %
540120 Software/Programs	775.00	1,000.02	225.02	77.50 %	38.75 %
540140 Office Supplies	152.91	250.02	97.11	61.16 %	30.58 %
540150 Postage	100.00	124.98	24.98	80.01 %	40.00 %
540160 Cell Phone	340.03	349.98	9.95	97.16 %	48.58 %
540175 Parking	4,008.00	4,999.98	991.98	80.16 %	40.08 %
540180 Fees	387.59	250.02	(137.57)	155.02 %	77.52 %
540185 Central Treasurer-PCUSA	0.00	2,475.00	2,475.00	0.00 %	0.00 %
540190 Miscellaneous Administration	0.00	100.02	100.02	0.00 %	0.00 %
Total Administration	7,446.57	11,425.02	3,978.45	65.18 %	32.59 %
Worship & Arts					
550100 Pulpit Supply	150.00	450.00	300.00	33.33 %	16.67 %
550110 Worship Aids	108.30	175.02	66.72	61.88 %	30.94 %
550115 Worship Arts Supplies	75.03	499.98	424.95	15.01 %	7.50 %
550120 Music Supplies	55.80	250.02	194.22	22.32 %	11.16 %
550130 Organ & Piano Maintenance	1,668.00	1,249.98	(418.02)	133.44 %	66.72 %
550140 Organ Supply	250.00	499.98	249.98	50.00 %	25.00 %
550150 Youth Choir	167.88	375.00	207.12	44.77 %	22.38 %
550190 Miscellaneous Worship & Arts	0.00	225.00	225.00	0.00 %	0.00 %
550200 Flowers	440.00	124.98	(315.02)	352.06 %	176.00 %
Total Worship & Arts	2,915.01	3,849.96	934.95	75.72 %	37.86 %
Education					
560100 Youth Ministries	30.69	100.02	69.33	30.68 %	15.34 %
560110 Jean Prueher Fund	394.00	499.98	105.98	78.80 %	39.40 %
560120 Children's Art Supplies	14.97	499.98	485.01	2.99 %	1.50 %
560130 Guest Speakers	100.00	49.98	(50.02)	200.08 %	100.00 %
560140 Educational Materials	450.00	499.98	49.98	90.00 %	45.00 %
560190 Miscellaneous Education	418.00	100.02	(317.98)	417.92 %	209.00 %
Total Education	1,407.66	1,749.96	342.30	80.44 %	40.22 %
Hospitality (CL/W&MD)					
570110 Receptions	0.00	150.00	150.00	0.00 %	0.00 %
570120 Congregational Meals	194.13	250.02	55.89	77.65 %	38.83 %
570130 Bereavement/Funerals	271.04	250.02	(21.02)	108.41 %	54.21 %
570150 Advertising/Brochures/Public Rel.	260.63	499.98	239.35	52.13 %	26.06 %
570160 New Member Assimilation	0.00	124.98	124.98	0.00 %	0.00 %
570190 Miscellaneous Hospitality (CL/W&MD)	52.97	49.98	(2.99)	105.98 %	52.97 %
Total Hospitality (CL/W&MD)	778.77	1,324.98	546.21	58.78 %	29.39 %
Session Expenses					

Accounts	Actual (This Year to Date)	Budget (This Year to Date)	Budget Remaining (This Year to Date)	Budget % Used (This Year to Date)	Annual Budget % Used (This Year)
590100 Session Development/Retreat	0.00	250.02	250.02	0.00 %	0.00 %
590190 Miscellaneous Session	56.31	75.00	18.69	75.08 %	37.54 %
Total Session Expenses	56.31	325.02	268.71	17.33 %	8.66 %
Total Other Expenses	22,254.01	33,368.40	11,114.39	66.69 %	33.35 %
Total Expenses	\$ 249,059.60	\$ 300,513.66	\$ 51,454.06	82.88 %	41.44 %
Net Total	(\$ 27,029.54)	(\$ 970.14)	\$ 26,059.40	2,786.15 %	1,393.28 %

Joint Meeting of the Finance
and Building and History Committees
August 11, 2019 at the Downtown Presbyterian Church

I. Building and History

- a. Alleyway gate lock/ New locks on perimeter gates: **The locking gate mechanisms are now repaired! And the new locks are real (tough) and spectacular! There has been an increase of people finding their way through back to the front steps. During the day, we can keep the alleyway gate open. However, to increase security, we can add an electronic lock to that gate for approximately \$450. We propose to the Session as a committee to install the electronic lock on the alleyway gate.**
- b. 2nd floor bathroom progress: **The plans will be presented in about two weeks. They'll be presented to Session for approval. There is some discussion about where the janitor's closet will go, which wouldn't go far if it did move.**
- c. Re-lighting of the Fellowship Hall, 1st and 2nd floors: **This is an ongoing project. Some areas are really well lit; the ones not done are straight out of horror movie. The Fellowship Hall and the remaining areas are next to be completed in two weeks. The second floor is after that. Let there be light!**
- d. Major painting projects and wall/ceiling repair: **This is coming up, but Mike K. is in the process of getting two bids. All the downstairs area. It's more than 20 years old.**
- e. DPC event calendar importance: **So, there's a choir event coming up this week that's not on the calendar. We need to make sure that we are all good stewards of the church's timeframes so that we can maximize the space.**
- f. The Liturgists postponed, wedding in October; NBA (memorial) in November: **Yes, these are on the calendar.**
- g. Kitchen/5th Avenue Door replacement quotations: **Our original contractor has been dragging their feet, so we are getting new quotes to get this done since it was approved last year. We are looking for architecturally similar doors to replace them. They are in poor shape and need updating.**
- h. Chapel Completion: **The balcony and pews in the balcony are next! And Mike K. has accepted the personal challenge of getting the pocket doors working again. A contractor that we are using has familiarity with this kind of door. We certainly wish him luck. But doesn't the chapel look AWESOME?**
- i. Bad bearing and shaft in air handler for right side of the Sanctuary: **we don't need it right now, but we'll be headed back up to the Sanctuary soon. Total equipment has a quote of \$4,100. Lee Company is sending a quote in soon.**
- j. Artists' Insurance: **What is the status of the artists getting insurance? We propose that they get it by September 30th. Pretty please. We want you covered. We want to be covered.**

II. Finance

- a. Finance update: **current balance as of 8/10/2019: \$50,715.88. Of course, the upstairs bathrooms are coming up.**

- b. Treasurer's Report: **Our esteemed Treasure presented a mid-year report and most things are in-line with the budget at this point in the year. Committees, please make sure you take a look at what you have left for the rest of the year!**
- c. Grant Writing Committee: **This came up in Session because David Maddox has brought in a good amount of money. It would be nice to have a small team of people to help him and look out for additional opportunities for us. We'll announce this and put it in the bulletin because we think that we can find someone. We'd like to recommend this to the Session!**
- d. Professional Auditing: **What is the level (as in professionally done or a friend of the church kind of thing) that we need to have to get this done? In the past Vicki Coffin has been kind enough to offer her wonderful expertise. Perhaps a committee can knock this out? Or should we go the CPA route? Does the Presbytery know of a person that we can use? We'll email Dena so she can contact the Presbytery to get this going.**
- e. Libby Greer memorial notification: **Pastor Mike has sent thank-yous to the people that sent in these donations.**
- f. Who will chair Finance and be the Treasurer next year? **Chuck has pondered this since the budget time will come up in the fall. It would be good to have people who are current and versed to take over in January.**
- g. Budgeting meetings coming up: **Thanks to Stephanie Coleman for hosting once again. Jeff, Chuck, Debra and Stephanie will meet for the first time in September.**
- h. Miscellaneous

III. Next meeting? **September 18, 2019 5:00 at the church! Bring your food if you so desire.**

In attendance: Chuck Cardona, Jim Hoobler, Mike Korack, Mary Turner, Jimmy Cheshire, Denny Harris and Jeff Koontz.

Hospitality Meeting Minutes, July 22, 2019
(Smokin' Thighs 600 Wedgewood, 5:30pm)

NO future meeting date set for Hospitality. August seems too early. Mary gone first 3 weeks of September. Contact Dave!

Waffle Shop meeting: Monday, August 12th. 2pm. Church. Co-chair meeting (Erin, Denny, Rachel, & Mary). Others welcome to join!

Attendees: Leslee Hughes, Faye & Jim Dickson, Michael Arwood, Erin Bell, Denny Harris, Dave Coleman, Rachel Hayes, Mary Turner **Thanks to Faye for bringing the ONLY printout of the agenda!**

Next Meeting: TBD probably in late September. Mary gone September 1 to 20th. Contact Dave Coleman.
Waffle Shop: Meeting for the co-chairs, but all are welcome. Monday, August 12th, 2pm at DPC.

Out the Gate, we

1. Approved the Disposables Show to be combined with Waffle Shop. David Maddox (Arts & Worship) will coordinate with Denny, Rachel, & Erin.
2. Thank you to Berry & Conn McConnel – card signed and mailed!
3. Jim & Faye blessed the removal/reorganization of the Country Music Marathon posters. They offered more; we declined!

Upcoming Event Dates (in addition to regular first Saturday Art Crawl and first Sunday lunch)

1. Greeters! Always need more; chapel instructions – Dave Coleman reviewed opening the Church St. front doors and 5th Avenue doors. The Church St. doors AND gate can be closed about 11:15.
2. August 3; Art Crawl: Jodie (Composer in residence) & Emlyn O'Regan with Amy Finka, Sara Chang, and William Taylor. Michael Arwood, Denny Harris, & Mary Turner will work the tours.
3. August 4; Sunday, post service: Cranking Ice Cream – “court yard” alley!
 - a. Current Crankers:
 - i. Jim & Faye
 - ii. Claire & Jeff
 - iii. Erin & Family
 - iv. Taylor (submitted by Justin Near)
 - v. Denny & Glenda
 - vi. Samera
 - b. Direction from Michael Arwood
 - i. Michael Arwood will acquire 100 wooden tasting spoons and cups.
 - ii. Contest prizes – Mary will make voting cards and bring prizes (spatulas).
 - iii. Canopy setups (McConnell's bringing 2; Jim & Faye 1)
 - iv. Reminder for other dishes to be emphasize in evotion/bulletin. (Mary)
 - v. At Art Crawl we might have some time to look at canopies; otherwise Sunday morning Hospitality folks should convene before and after service.
4. August 24th, Saturday, time TBD: summertime “cottage” dinners.
 - a. We have 3 hosts: The Bells, The Harris (with Samera); and Rachel Hayes
 - b. Erin will put out signup sheets. Get Easter Cottage Dinner templates from Dave Coleman.
5. September 7, Saturday,
 - a. Habitat for Humanity: Breakfast & Lunch– run by Outreach/Jim & Faye
 - b. Art Crawl with George & Emily. Mary not available. **NEED A FEW MORE HANDS.**
 - i. Michael Arwood and Denny Harris available.
6. September 29th, Sunday, post service picnic @ Metro Parks at Mission Shelter.
 - a. Dave got permit.
 - b. Mary will submit to website/bulletin/evotion post cottage dinners.
 - c. Others head up?
 - d. Fundraiser (Outreach event) with dodge ball is the day before.

7. October 20, Sunday, post service: Chili cookoff

Standing Activities:

Art Crawl (Michael A.; Denny, Mary regular volunteers)		
Date	Artist	Comments
Aug 3	Jodie & Emlin O'Regan	Jodie & Emlin & others
Sep 7	George & Emily	Mary Gone
Oct 5	Eric Near	
Nov 2	William & Ann Landis Jetton	
Dec 7	William/Organ concert	Let's make this a big shindig!

First Sunday Lunch		
Date	Location	Comments
Aug 4	Church	Ice Cream Crankin'
Sep 8	Corner Pub	Titans away
Oct 6	Farmers' Mkt	Titans home
Nov 3	Corner Pub	Titans away
Dec 1	Church	Decorate for Waffle Shop

Other – Future events

1. Movie madness in the winter (January-March 2020). Denny to work up proposal with Tom Wills.
 2. Organ concert in 2020 (Not Easter week, which is April 12, 2020)
 3. Homecoming 2020? Could it be Pentecost Sunday, May 31, 2020 (Memorial Day May 25); would not conflict with CMA.
- Evening event. Post remodeling of chapel and bathrooms. Denny reported that at his recent homecoming, they started on Saturday evening. Perhaps we could do a Saturday afternoon/evening gig?!

August Outreach Committee Minutes

The Outreach Committee met on 8/11/19 at the Corner Pub following worship at DPC.

In attendance: Betty McConnell, Faye Dickson, Conn McConnell, Jim Dickson, Erin Bell, Leslee Hughes, and Samera Zavaro

Plans for the 9/7 Habitat project were finalized:

- We are setting up at the site (See attached map)
 - Arrive at 6:30 am
 - Breakfast set up by 7am
 - **4185 Polk Forest Circle
Nashville, TN 37207**
 - This address brings you to the entrance of the parking lot, NOT the build site. Volunteers will follow signs across the street to the build site after parking
 - Samera will bring her folding wagon to help bring items to site.
- Breakfast food will be provided by the committee
 - Fruit – Faye Dickson
 - Pastries and muffins (Panera) – Jim Dickson
 - Granola bars/individual snacks – Betty McConnell
 - Breakfast biscuits (McDonalds or Hardees) – Samera Zavaro
 - Donuts – Leslee Hughes
- Lunch will be provided by the committee
 - Whit's BBQ and sides – Pam Swoner
 - Lunch will need to be set up by 11:15 to be served at 11:30
- All costs for food will be reimburse from Outreach budget
- Outreach members will pass out info cards at DPC services to promote volunteers up to September

Safe Haven Tour

- August 17 @1pm
 - 1234 3rd Ave S, Nashville, TN 37210
- Sign-ups to date: Dicksons, Samera, Bell Family
- Meet at Safe Haven just before 1pm
- Faye has donation check to present that day

Siloam Dodgeball

- We will continue sign-ups for at least one more Sunday
- We need 2 team names
- Samera will pay for registration after 8/18 and Outreach will reimburse

Siloam Tour

- Jim Dickson will schedule for some time in October, November, or December and invite the congregation

UKIRK Dinner/Minute 4 Mission

- DPC will be providing the UKIRK dinner on Thursday, October 10.
 - Faye Dickson is providing a Honeybaked Ham
 - The sides will come from DPC members/friends/Outreach members
 - Minute 4 Missions is being discussed with Lindsey Groves

September Outreach Meeting

- Thursday, September 19 @ 6pm at Calypso Café near 100 Oaks (700 Thompson LN, Nashville, 37204)

**Downtown Presbyterian Church
Worship & Arts Committee
August 11, 2019**

Meeting notes

In attendance: Dixie Williamson, Nina Cardona, William Taylor, Edward Cardona, Kim McMullin, Jodie O'Regan, Mike Wilson, David Maddox

Chapel worship planning

- We worked out some details for the service on August 25, which will feature both DPC Studio artist Sarah Hart Landolt working with Mike on an interactive art creation that will constitute the Proclamation of the Word, and the choir performing an anthem by Composer-in-Residence Jodie O'Regan that will feature her friend, coloratura soprano Bethany Hill.
- We also would like to propose that we continue worshipping in the Chapel through Sunday, September 22. We did not get to start in the Chapel until mid-July, so this will give us a few more weeks to be together in that space. On September 29, we will return to the Sanctuary. This is the Sunday of the Church picnic, and we might try to have a sort of "rally day" in worship. We would like the Session to confirm this decision.
- After worship on August 25th, Jodie will present a brief concert featuring Bethany singing a song cycle Jodie wrote.

Jana Harper workshop

David has been in conversations with Jana Harper, who had a solo exhibit in the Browsing Room Gallery, and Rosie Forrest, the Director of Community Outreach at Oz, about having DPC host (or at least offer space) for some community workshops that would be part of a year long project Jana is doing that will culminate in a performance at Oz. The title of the project is The Burdens We Carry (Fostering Empathy in Precarious Times). The workshops are a sequence of 5 sessions that bring people together to share stories about burdens they carry and share, and then develop dance/movement responses to those stories. The committee likes the idea of doing this project—the subject matter resonates, it is a great way to use our space to connect with the community in new ways, and it forms additional connections between our visual arts program and the life of the church. However, we have very little organizational bandwidth to support this. When he met with Rosie and Jana, David said it would be hard to find enough DPC congregation members to do this to fill up the workshops, but that he would reach out to other downtown churches. He will do that, and Nina will also help him connect at West End United Methodist. For now David will work on this by himself. The brochure for these workshops will be attached to these notes.

Inclusive language

We had a lively conversation about inclusive language in our services. The immediate inspiration was some of the workshops Mike attended at the Big Ten Conference, but it registers with other committee members who have been facing these issues in various parts of their life. The Presbyterian Church for some time, at least since the 2006 adoption of the paper on the Trinity (The Trinity: God's Love

Overflowing), has established a principle that our language for God needs to be as expansive as possible, and that our language for God's people needs to be as inclusive as possible. The hymnal has largely been updated along these principles, and the liturgies Mike chooses and writes reflect this ethos. In general we agreed that we should keep working in this direction.

There was one critical point in the discussion, that in our efforts to be an inclusive community, we have to go beyond flipping some pronouns, but look for expressions that explore what we believe in a deep way. This needs to involve our liturgy, music, and visual art. It may require us to create new materials.

Also, in our discussion we agreed that the pursuit of inclusiveness does not mean that we have to forgo any use of gendered language, since that is a part of who we are as humans. We also agreed that in music, we would be sensitive to the qualities of the music in making decisions to change words.

We agreed to several next steps

- We would like to have a statement in the bulletin that explains a position on language in which we as a congregation recognize tradition but try to move forward and be inclusive.
- We will hold a Saturday workshop to look at one of the psalms and "explode" it by expanding the lines into new language that explores new ways to think about the Psalm
- William will look at anthem texts and make adjustments where appropriate and possible, and will engage the W&A committee about it via email if he has questions. It is much better for this process to involve in conversations rather than just engage in a rote process of word conversion.
- The next congregational hymn verse writing project may take on reimagining a hymn in light of open ideas about gender.

Next meeting

- We did not set a time for the next meeting. We expect that the Session will discuss how everyone like having a "meetings Sunday." This would be a practical solution for David with his travel schedule.



COMMUNITY WORKSHOPS

2019/2020 SEASON



OZ ARTS NASHVILLE invites your organization to participate in a series of community workshops in the fall of 2019. Come, **tell your story, move your body, and contribute to the creation** of a performance to be presented at OZ Arts in May 2020.

In tumultuous times past and present, many have **focused on empathy to address justice, respect, and forgiveness**. *The Burdens We Carry (Fostering Empathy in Precarious Times)* are workshops that use sound, movement, story-telling, and soft sculptures to explore the relationship between weight and empathy.

THE WORKSHOPS:

WORKSHOP 1: *Direct Experience* introduces participants to the project and invites them to experience weight by exploring movement with soft, heavy sculptures.

WORKSHOP 2: *Story Exchange* participants interview each other and share stories in a group setting.

WORKSHOP 3: *Vocabulary* participants work individually and in groups of 2, 4, and 12 to develop movement vocabulary addressing the couple, the family, and the community.

WORKSHOP 4: *The Weight of Sound* explores the sensation of weight through sound and voice.

WORKSHOP 5: *Going Public* we strap the sculptures to our bodies and perform everyday activities in public spaces.

REASONS TO PARTICIPATE:

Build trust and intimacy so that participants may safely explore the physical, psychological, cultural, and political dimensions of weight

Foster courage, truth, vulnerability, and a sense of radical empathy as a cultural and political antidote to fear and isolation

Meet other community members who are interested in exploring healing and reconciliation through communal experiences of empathy

Contribute to the co-creation of a performance art piece at OZ Arts Nashville

Explore your creativity

Jana Harper is an interdisciplinary artist who has exhibited both nationally and internationally, and is an Associate Professor of the Practice at Vanderbilt University's Department of Art. Collaborators include Rebecca Steinberg, a choreographer and movement teacher who holds degrees in dance and psychology and has been a dancer with New Dialect since 2015, and Moksha Sommer, a performance artist and musician, who has over ten years touring experience with her group HuDost.