

Pastor's Report (Mike Wilson)
February 17 – March 15, 2020 (4 weeks)

Worship services: 4

Sermons: 4

Visits, including hospital, coffee, breakfasts and lunches: 6

Tuesday Bible Study: 2 (all attendees cancelled two Tuesdays)

Saturday breakfast: 4

Meetings/Events:

- small church leader gathering at Trinity PC
- Ash Wednesday service
- Project Thrive assessment meeting at DPC
- Committee on Preparation for Ministry meeting
- Opening prayers at Moms Demand Action and Contributor events
- Finance committee meeting

Pastoral expenses – approx. <\$100

Study Leave & Vacation:

- June 20 – 27, 2020 – PCUSA General Assembly. I'll be a teaching elder commissioner from Middle TN Presbytery. One Sunday out, June 21 but also scheduling a guest preacher for June 28.
- I'll be taking a vacation week after Easter – April 13 – 19 (out on April 19)
guest preacher: Janet Salyer

Downtown Presbyterian Church

Finance Committee

Meeting Agenda

Date: March 11, 2020
Location: DPC, Nashville, TN
Purpose: Monthly meeting
Attendees: Jake Byl (chair), Rachel Hayes (treasurer), Chuck Cardona (minute taker), Jim Hoobler (Building and History chair), Pastor Mike Wilson

1. Approve Minutes from Previous Meeting: *We don't have them currently, so waived this time. However, we will do this in future meetings.*
2. Budget report from Treasurer (Rachel H): *We spent quite a bit of money this month; more than we took in. Also, a budget problem with a balance issue has been resolved. What do we want to present to the Session in the future? We'd like to separate operating costs from capital costs and to be more specific in what draws are needed. In this way, concerned people can easily identify funding avenues.*

Rachel would like to clarify the budget by changing a few categories and eliminating others. For removal, "budget remaining, this period," "budget remaining, this year." For addition, "actual, year to date," "annual budget, this year," "annual budget, percent used."
3. Request \$30K operations draw from Corporation: *So approved!*
4. Update on capital improvements for the building (Michael K):
 - a. *Renovations! We have a lot of them, including the bathrooms, recarpeting, cleaning the windows professionally, the History Room ceiling repair, enhancement of the chapel lighting. The cost is 200K (roughly) over the next 2 years. This is a continuation of renovation schedule presented to the Session at the beginning of 2019. This cost doesn't include the possible new HVAC control system.*
 - b. *HVAC! A modernization of the control system will save us money in the long run. But the immediate cost is...\$208,000.*
 - c. *Internet! We don't have a lot of options. AT&T can do a fiber drop, but...\$500/month.*

5. Request capital draw from Corporation? *The Corporation has pre-approved a draw, but not needed at this time. Should we change the process for a withdrawal? Sometimes large unexpected maintenance costs come up and it feels like we have to scramble. The Finance committee asks for approval from the Session, the Session approves to pass on to the Corporation, the Corporation approves it.*
6. Schedule next meeting: *date will be decided after the Session meeting this Sunday. Next meeting: Jake will propose rules for committee membership (after talking with Pastor Mike).*
7. Feedback to Jake on how to improve meetings (jakebyl@gmail.com)