

Minutes approved 11/28/2017

WUS Stewardship and Finance Committee Meeting 11-07-2017

In attendance: Don Landing, Steve Milt, Rev. Heather Janules, Judy Murray, Dave Kronberg, Steve Butterfield, Sue Kiewra

Notes filed by Judy Murray

Meeting began with informal check-in.

Constructed agenda:

- Approve minutes
- Hear treasurer's reports
- Discuss next steps for planned giving, e.g., events
- Feedback on fundraising
- Pledge analysis
- Budget planning
- WUSYG service trip \$ tracking
- Audit status and recommendations
- Insurance review

Minutes:

Minutes for 9-26-2016 and 10-10-2017 were approved.

Treasurer's reports:

SteveB distributed three handouts:

- Balance sheet as of Nov 30 generated from Church Windows with beginning balance, YTD balance and previous year balance columns
- November Treasurer's report generated from CW with PrevYTD, CurrYTD balance, and Current Year Budget
- Analysis of current and 5 prior years' budgets and actuals YTD with ranking of %age completed for comparison across six FYs.

Lively and lengthy discussion ensued, lots of questions for SteveB regarding what SC would be presented with at their upcoming meeting, what level of detail SFC needs, what SC needs or has requested, whether or not there are policies/procedures, what SteveB's observations from his analysis were, etc. This topic took up most of our meeting time, so we decided to move on to our other agenda items.

ACTION: Judy will share google spreadsheet with SteveB with multi-year pledge data; SteveM will share budget google spreadsheet with SteveB

Planned giving:

Dave emailed the following documents before the meeting for our review and feedback:

- Proposed Gift Legacy Plan
- Draft of "Intent to Give" document for non-binding commitment of gifts from donors in the future
- Reissue of June 25th memo from Dave outlining initial steps for launching a WUS Legacy Circle

ACTION: Determine next step.

Feedback on Fundraising:

Three bullets from SueK's remarks on fundraising:

- Social aspect of fundraising activities is super important for community building
- Volunteer time is RIDICULOUS
- Expenses to produce the event in outside the amount of money raised

Expansion on this:

SueK reported how the Dine Around fundraiser operates: hosts provide food, beverages and entertainment without reimbursement, but with the understanding that their expenses are limitedly tax deductible. Along with these expense are the time and effort the hosts put in to produce their events. 100% of attendee ticket receipts go directly into the Fundraising Income line of the budget. Sue recognizes that, without doubt, congregational events are key to involvement and enjoyment. She also notes that the hosts from the three years of Dine Around events have been pretty much the same people fortunate to have the money and energy to pull it off. Is this model sustainable? Are we likely to engage the next generation of volunteers? Can we have community events that don't require as much volunteer time?

WUSYG service trip \$ tracking:

Judy's husband James Pidacks has been newly appointed liaison from SC to YAC. He had discussion with Sam Wilson on many topics.

One was whether Sam needed any assistance tracking service trip receipts. Sam said he had parent volunteers and between Hailey Wegner and him, they were "all set". WUSYG service trip income and expenses have always been off-budget....

ACTION: SueK has deeper insight into trip details since she's a WUSYG parent. She will contact Sam to ask more questions.

Agenda items for future meetings:

- Formalize approval of previous meeting minutes
- Continue discussion on treasurer reports; also continue procedures manual re: treasurer, church admin, Sunday collections, pledge tracking
- Continue discussion on planned giving next steps; consider congregational event similar to what Mark Shepherd did last year
- Get update on WUSYG trip \$ tracking
- Make recommendation to SC on whether or not audit or financial review is needed this FY
- Insurance review

Next meeting: Tuesday, November 28, 2017 at 7 pm, Winsor Room will be requested unless there's hymn singing in the Chapel