

# MCC Knoxville Congregational Meeting

## November 13, 2022

### Guidelines for Meetings

1. We are to be open to the winds of the Spirit of God. We will spend time listening for God's Word.
2. Every person is a valuable asset. Everyone has something to offer. Position and longevity do not give a person more rights.
3. The process needs our sharing in honesty, openness, and respect.
  - A. "I" messages should be used whenever possible.
  - B. We need to seek clarity before debate.
  - C. Care should be taken to not use loaded words.
  - D. While sharing is important, no one should feel they can monopolize. The less we use our tongues the less chance of offending.
4. We need to be listeners.
  - A. Always attempt to restate what you hear, so that it can be clarified.
  - B. Calm your inner voices to hear instead of trying to form a response.

Board: Rev. Collen Darraugh, Steve D., Donna K., Doug K., Ruby L., Gary W., and Cassi W.

## Agenda

Member check-in and determination of quorum (20% of Membership)

Opening prayer

Amend/Approve agenda

Approval of Congregational Meeting minutes of April 3, 2022

Approval of Special Congregational Meeting minutes of May 1, 2022

Treasurer's Report

Pastor's Report

Discussion of Proposed Bylaw Change

Lay Delegate Election

Approval of the 2023 Budget

Board of Directors Report

Lay Delegate Report

Deacons Report

New Business

Closing Prayer

## **Minutes of MCC Knoxville Congregational Meeting April 3, 2022 (Draft 1)**

Board Members Present: Rev. Collen Darraugh, Steve D., Donna K., Doug K., Ruby L., P. Monahan (intern), Tracie T., and Cassi W.

Rev. Colleen Darraugh convened the meeting at 12:21 p.m.

After recording members checked in it was determined that more than a quorum had been met (20% of Membership; 27 voting members were present, 10 is a quorum).

### **Opening prayer**

### **Amend/Approve Agenda**

Motion to approve Agenda: Kathy  
Seconded: Sandy  
Approved

### **Approval of Congregational Meeting minutes of October 10, 2021**

Motion to approve: Donna  
Seconded: Carrie  
Approved

### **Treasurer's Report (Donna)**

Donna summarized in detail the report that was posted on the website. Last year showed in excess of \$62,000 in liquid assets, including a one-time tithe of \$30,000. This is the most secure the church's monetary situation has ever been. Donna summarized the nature of the Reserve Fund, which gives a cushion to go forward, as well as Designated Funds for specific purposes. Those funds are not rolled over. Food City was thanked for the gift cards it contributes.

Motion to approve end of the year financial report: Cathy  
Seconded: Lois  
Approved

### **Election of 3 Board Members (terms ending Spring 2024)**

Colleen suggest that the Board move to amend the process of board member nomination so there is additional time before the election day for individuals interested to consider serving. She asked that election of board members be moved to a special Sunday, May 1, 2022 meeting. This will allow time to ascertain nominees and speak with them, rather than putting people on the spot today. This also gives potential nominees time to talk with others about what is expected of board members.

Motion to approve: Bob

Seconded: Cassi

Approved

Colleen noted that whoever wishes to run for the Board is not automatically assigned particular roles of previous Board members. Any assignments would be made with consultation during a board meeting.

### **Pastor's Report (Rev. Colleen)**

Colleen gave a verbal report. Her monthly reports are available from the Clerk or any Board member. She summarized activities and events that had occurred since the last Congregational Meeting, including the passing of our intern Camille and the departure of Loneka Battiste as music director. Colleen introduced our new intern, Pat Monahan, who will be working mostly behind the scenes, including with A Place at the Table. Outreach (digital, community, and media presence) are primary objectives this year. Finding a music director suitable for the needs of our church has proven difficult. Colleen is continuing to search for a person able to have a strong online presence and who is familiar with contemporary music that will appeal to younger church attendees.

Motion to receive the report: Kathy

Seconded: Ellen

Approved

### **Review and Update of 2022 Operating Budget (Donna)**

The budget presented online via the website earlier was summarized in detail. Donna offered special appreciation for Robert White's contributions. Receipts favorable to disbursements was \$11479.00. Significant tithes since January have made this possible. The monthly reports can be seen on the website.

Donna recommended an Amended Budget Proposal incorporating Designated Giving removal from the budget, with the changes and rationale highlighted on the Amended Budget Draft made available earlier. Reserve Funds will be re-categorized as Reserve Fund and Emergency Fund, with those details also given on the Amended Budget Draft.

Robert asked that revenues show as balanced and Donna agreed.

Motion to approved the amended budget report: David

Seconded: Cathy

Approved

Since the MCC General Conference will be online, the \$1800 designated for attendance will be given to the General Conference to assist those in other MCC churches with associated conference expenses.

### **Board of Directors Report (Cassi)**

Cassi summarized the Board report that was posted on the website earlier. Robert, Ginny and CB were thanked for their help. Ads for the church were placed in several UT publications. Alicia was thanked for her assistance with this and for development of business cards.

Ruby was thanked for her significant oversight of structure repairs and many other improvements. She also was thanked for her work with the social committee, including the upcoming Laurel Branch concert. Tracie was thanked for her important contributions to the Board, and Steve for his work on reports and for his substantial technical services.

Motion to approve report: Carrie

Seconded: Cathy

Approved

### **Lay Delegate Report (Carrie)**

Carrie will not be going to Houston because the General Conference will be online. She has attended one of two other meetings, including a webinar. She will be attending the denomination business meetings on July 15 and 16, plus business forums.

Motion to receive report: Donna

Seconded: Sandy

Approved

### **Deacons Report (Kathy)**

Kathy summarized the report posted on the website. The church continues distributing food baskets, 44 in the first quarter of this year. CB and Cathy were thanked for preparing and delivering baskets. Lois and Carrie were thanked for their altar decorations.

Carrie asked for anyone who knows of others' needs to contact any of the deacons.

Shelly asked about expiration dates on the Food City gift cards, and why so many remain. CB said those dates are quite far away. Cards are put in every food basket (\$15.00) but the deacons are expecting increased demand for food, so cards are being held to assist with future food purchases.

Donna said there continues to be additional card contributions from Food City and thanked them.

Robert said none of the cards will be allowed to expire.

Motion to receive report: Cathy

Seconded: Vicki

Approved

### **A Place at the Table Report (Lois)**

Lois reported they are thriving and growing, especially through partnering with several churches. St. John's Lutheran has been generous with providing access to the kitchen and portions of the building. 700 meals and 900 meals were served in January and February, respectively. Lois thanked the Knoxville MCC church for its continuing strong support.

Motion to accept report: Ellen

Seconded: Shelly

Approved

### **New Business**

None

Robert thanked Board members, with a special appreciation for Tracie's significant services.

Motion to receive the report: Robert

Seconded: Steve

Approved

Colleen asked for people to like and share the church's Facebook posts.

### **Closing Prayer—Pat**

Motion to adjourn: David

Seconded: Cathy

Approved

The meeting adjourned at 1:17 p.m.

Respectfully submitted,  
Doug Kocher, Co-Clerk

## **Special Congregational Meeting Meeting for Board Elections 5-1-22 (Draft 1)**

Pastor Colleen convened the meeting at 12:20 p.m.

Colleen opened the meeting with a prayer.

Cassi reported the attendance as 13 in person and 9 online, for a total of 22 attending. Nine are needed for a quorum.

Open seats are those of Steve, Ruby and Tracie.

Colleen made a motion to thank Tracie for her important service on the Board

Motion to thank: Shelly

Seconded: Cathy H.

Approved

Steve and Ruby will stand for re-election, with Ruby taking a leave of absence to recover from surgery.

Robert nominated Gary W. Gary is willing to serve.

Ellen nominated Brian H. He respectfully declined.

Ginny nominated Kent C. Kent respectfully declined for health reasons.

Ellen C. agreed to stand for election.

Colleen closed nominations and created an online poll for those on Zoom. Paper ballots were distributed for those attending in person.

She offered a prayer for the nominees and Board.

Steve, Ruby and Gary were elected.

Colleen offered a prayer of thanks.

Linda M. made a motion to adjourn

Seconded: Sandy

Approved

Adjournment was at 1248 p.m.

Respectfully submitted,

Doug Kocher, Co-Clerk

# MCCKnoxville October 2022 Treasurer's Report

As of November 1, 2022

## Notes for status as of 11/1/2022

### 1. Undesignated (General Fund) Disbursements & Receipts

- a. October General Fund receipts of \$9,350.79 were favorable to disbursements of \$9,039.11 by \$311.68
  - i. Receipts were favorable to budget of \$8,265 by \$1,085.79.
  - ii. Disbursements exceeded budget by (\$959.02).
- b. Year to date General Fund receipts of \$81,942.32 were favorable to disbursements of \$64,645.52 by \$17,296.70.
  - i. Year to date General Fund receipts underperformed budget of \$82,650 by (\$707.68).
  - ii. Year to date General Fund disbursements were favorable to budget by \$18,004.48.
    1. The underspend to budget is a result of yearlong unfilled staff positions.

### 2. Designated (Non-Budgeted) Disbursements & Receipts. Note that this category of funds should be self-sustaining. Disbursements should not exceed their fund balance on year-to-date basis without prior Board discussion and approval.

- a. October designated funds receipts of \$498 were unfavorable to disbursements of \$2,458.55 by (\$1,960.55).
  - i. \$2,002.75 of October's disbursements were non-cash Food City gift cards
  - ii. Cash disbursements of \$455.80 did not exceed receipts of \$498
- b. Year to date designated funds receipts of \$9,845.50 were unfavorable to disbursements of \$13,253.39 by \$3,407.89.
  - i. Year to date disbursements include \$6,648.81 in non-cash Food City Gift Cards that are carryover from 2021.
  - ii. Unlike the General Fund, designated funds carry over any year-end balances that exist. Spending in any given month may exceed receipts, but should not exceed the total fund balance. We have not exceeded the fund balances this year, even though we have exceeded receipts in some areas.

### 3. Total Disbursements & Receipts

- a. October total receipts of \$9,848.79 were unfavorable to disbursements of \$11,497.66 by \$(1,648.47).
  - i. \$2,002.75 was in Food City gift cards.
  - ii. October total disbursements did not exceed October cash receipts
- b. Year to date total receipts of \$92,285.82 were favorable to disbursements of \$80,357.56 by \$11,928.26.

## 2022 Year-to-date Designated Giving Results

Balance On Hand as of 1/1/2022		2022 Receipts	2022 Spend	Balance On Hand as of 11/1/22	
<b>Beginning Designated</b>	<b>13,831.19</b>	<b>10,343.50</b>	<b>15,711.94</b>	<b>8,462.75</b>	<b>Ending Designated</b>
Building Fund	0	5,000.00	4,839.82	160.18	Building Fund
Children's Ministry	1,815.45	0.00	0.00	1,815.45	Children's Ministry
Deacon's Fund	3,538.27	1,015.00	1,542.91	3,010.36	Deacon's Fund
Deacon's FC Gift Cards	7,940.39	0.00	6,648.81	1,291.58	Deacon's FC Gift Cards
Medical Support Fund	537.08	3,405.50	2,010.40	1,932.18	Medical Support Fund

### Total Current Balances

**Total Current Liquid Assets     \$80,009.93**

**Undesignated Cash on hand     71,275.49**

General Fund     16,602.08

Reserve Fund     55,198.09

*4 Months Reserve*     33,060.00

*Discretionary Reserve*     22,138.09

**Designated Cash on hand     6,918.19**

**Non-monetary Liquid Assets     1,291.58**

Deacon's Fund Gift Cards     1,291.58

**Balance Sheet**  
As of October 31, 2022

	<u>Oct 31, 22</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
CBBC OPERATING ACCOUNT	
BUILDING FUND	160.18
CHILDREN'S MINISTRY FUND	1,815.45
DEACON'S FUND	
Deacons Benevolence	3,010.36
Medical Expense Support Fund	1,932.18
Total DEACON'S FUND	4,942.54
GENERAL FUND	16,602.08
RESERVE FUND	55,198.09
Total CBBC OPERATING ACCOUNT	78,718.34
CBBC Square and Paypal	0.01
Total Checking/Savings	78,718.35
Other Current Assets	
Deacons' Food City Cards	1,291.58
Total Other Current Assets	1,291.58
Total Current Assets	80,009.93
Fixed Assets	
BUILDING	233,211.45
Total Fixed Assets	233,211.45
<b>TOTAL ASSETS</b>	<b><u>313,221.38</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Cleaning Deposit	100.00
Direct Deposit Liabilities	20.00
Total Other Current Liabilities	120.00
Total Current Liabilities	120.00
Total Liabilities	120.00
Equity	
FUND BALANCE	301,173.12
Net Income	11,928.26
Total Equity	313,101.38
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>313,221.38</u></b>

**Profit & Loss**

October 2022

	<u>Oct 22</u>
Ordinary Income/Expense	
Income	
INCOME	
Outreach	867.00
TITHES AND OFFERINGS	<u>7,483.35</u>
Total INCOME	8,350.35
OTHER INCOME	
INTEREST INCOME - CBBC CKING	3.44
MISCELLANEOUS	<u>1,250.00</u>
Total OTHER INCOME	<u>1,253.44</u>
Total Income	<u>9,603.79</u>
Gross Profit	9,603.79
Expense	
ADMINISTRATION	
Easy Tithe Fee	66.29
OFFICE SUPPLIES	<u>21.62</u>
Total ADMINISTRATION	87.91
DENOMINATIONAL SUPPORT	
BOARD OF PENSIONS	225.75
UFMCC TITHES	<u>717.70</u>
Total DENOMINATIONAL SUPPORT	943.45
FACILITIES	
ALARM SYSTEM	50.00
BUILDING MAINTENANCE from GF	14.83
Cleaning	300.00
COPIER	24.61
INSURANCE	2,444.50
LAWN CARE	260.00
UTILITIES	<u>464.45</u>
Total FACILITIES	3,558.39
OUTREACH	
ORGANIZATIONS	<u>614.00</u>
Total OUTREACH	614.00
PASTOR	
CELL PHONE	135.00
HOUSING	1,083.32
SALARY	<u>2,096.78</u>
Total PASTOR	3,315.10

**Profit & Loss**

October 2022

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	<u>Oct 22</u>
TECHNOLOGY	
Internet	257.09
Web Hosting	25.00
Zoom, Breeze, GoDaddy	<u>88.17</u>
Total TECHNOLOGY	370.26
WORSHIP	
HONORARIUMS	<u>150.00</u>
Total WORSHIP	<u>150.00</u>
Total Expense	<u>9,039.11</u>
Net Ordinary Income	564.68
Other Income/Expense	
Other Income	
Deacons' Assistance Income	45.00
Homeless Ministry Income	100.00
Medical Support Income	<u>100.00</u>
Total Other Income	245.00
Other Expense	
Deacons' Assistance Expense	2,315.55
Homeless Ministry Expense	100.00
Maintenance Expense-Bldg Fund	<u>43.00</u>
Total Other Expense	<u>2,458.55</u>
Net Other Income	<u>-2,213.55</u>
Net Income	<u><u>-1,648.87</u></u>

Metropolitan Community Church of Knoxville  
**Profit & Loss Budget vs. Actual**  
 January through October 2022

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 11/01/22  
 Cash Basis

	Oct 22	Budget	\$ Over Budget	% of Budget	Jan - Oct 22	Budget	\$ Over Budget	% of Budget	TOTAL
Ordinary Income/Expense									
Income									
FUND RAISERS									
SPECIAL FUNDRAISERS	0.00	0.00	0.00	0.0%	1,347.00	0.00	1,347.00	100.0%	
Total FUND RAISERS	0.00	0.00	0.00	0.0%	1,347.00	0.00	1,347.00	100.0%	
INCOME									
Outreach	867.00	0.00	867.00	100.0%	1,112.00	0.00	1,112.00	100.0%	
TITHES AND OFFERINGS	7,483.35	7,915.00	-431.65	94.55%	76,082.91	81,110.00	-5,027.09	93.8%	
Total INCOME	8,350.35	7,915.00	435.35	105.5%	77,194.91	81,110.00	-3,915.09	95.17%	
OTHER INCOME									
INTEREST INCOME - CBBC KING	3.44	2.00	1.44	172.0%	32.16	16.00	16.16	201.0%	
MISCELLANEOUS	1,250.00	15.00	1,235.00	8,333.33%	1,821.25	225.00	1,596.25	809.44%	
Use of General Conference Fund	0.00	0.00	0.00	0.0%	1,800.00	1,800.00	0.00	100.0%	
Total OTHER INCOME	1,253.44	17.00	1,236.44	7,373.18%	3,653.41	2,041.00	1,612.41	179.0%	
Total Income	9,603.79	7,932.00	1,671.79	121.08%	82,195.32	83,151.00	-955.68	98.85%	
Gross Profit	9,603.79	7,932.00	1,671.79	121.08%	82,195.32	83,151.00	-955.68	98.85%	
Expense									
ADMINISTRATION									
Easy Tithe Fee	66.29	40.00	26.29	165.73%	703.68	520.00	183.68	135.32%	
MISCELLANEOUS EXPENSES	0.00	0.00	0.00	0.0%	93.18	0.00	93.18	100.0%	
OFFICE SUPPLIES	21.62	0.00	21.62	100.0%	272.53	390.00	-117.47	69.88%	
TN STATE ANNUAL	0.00	0.00	0.00	0.0%	20.00	20.00	0.00	100.0%	
Total ADMINISTRATION	87.91	40.00	47.91	219.78%	1,089.39	930.00	159.39	117.14%	
COMMUNITY BUILDING									
SOCIAL ACTIVITIES	0.00	200.00	-200.00	0.0%	0.00	500.00	-500.00	0.0%	
SPECIAL FUNDRAISERS EXPENSES	0.00	0.00	0.00	0.0%	455.74	0.00	455.74	100.0%	
Supplies Potluck	0.00	0.00	0.00	0.0%	31.07	0.00	31.07	100.0%	
Total COMMUNITY BUILDING	0.00	200.00	-200.00	0.0%	486.81	500.00	-13.19	97.36%	
CONFERENCES/NETWORK GATHERINGS									
General Conference	0.00	0.00	0.00	0.0%	1,819.98	1,800.00	19.98	101.11%	
Total CONFERENCES/NETWORK GATHERINGS	0.00	0.00	0.00	0.0%	1,819.98	1,800.00	19.98	101.11%	
DENOMINATIONAL SUPPORT									
BOARD OF PENSIONS	225.75	350.00	-124.25	64.5%	945.00	1,380.00	-435.00	68.48%	
UFMCC TITHES	717.70	750.00	-32.30	95.69%	8,136.38	7,770.00	366.38	104.72%	
Total DENOMINATIONAL SUPPORT	943.45	1,100.00	-156.55	85.77%	9,081.38	9,150.00	-68.62	99.25%	
EDUCATION									

Metropolitan Community Church of Knoxville  
**Profit & Loss Budget vs. Actual**  
 January through October 2022

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 11/01/22  
 Cash Basis

	Oct 22	Budget	\$ Over Budget	% of Budget	Jan - Oct 22	Budget	\$ Over Budget	% of Budget	TOTAL	
									Budget	\$ Over Budget
Right Now Media	0.00	0.00	0.00	0.0%	0.00	1,500.00	-1,500.00	0.0%		0.0%
Total EDUCATION	0.00	0.00	0.00	0.0%	0.00	1,500.00	-1,500.00	0.0%		0.0%
FACILITIES										
ALARM SYSTEM	50.00	50.00	0.00	100.0%	500.00	500.00	0.00	100.0%		100.0%
BUILDING MAINTENANCE from GF	14.83	0.00	14.83	100.0%	94.59	1,425.00	-1,330.41	6.64%		6.64%
Cleaning	300.00	300.00	0.00	100.0%	2,200.00	2,200.00	0.00	100.0%		100.0%
COPIER	24.61	17.00	7.61	144.77%	238.80	212.00	26.80	112.64%		112.64%
INSURANCE	2,444.50	2,200.00	244.50	111.11%	5,512.00	5,000.00	512.00	110.24%		110.24%
LAWN CARE	260.00	375.00	-115.00	69.33%	2,210.00	2,000.00	210.00	110.5%		110.5%
Pest Control	0.00	0.00	0.00	0.0%	300.00	300.00	0.00	100.0%		100.0%
UTILITIES	464.45	350.00	114.45	132.7%	4,538.82	4,950.00	-411.18	91.69%		91.69%
Total FACILITIES	3,558.39	3,292.00	266.39	108.09%	15,594.21	16,587.00	-992.79	94.02%		94.02%
OUTREACH										
ACT blanket ministry	0.00	0.00	0.00	0.0%	215.10	0.00	215.10	100.0%		100.0%
ADVERTISING	0.00	0.00	0.00	0.0%	505.00	1,000.00	-495.00	50.5%		50.5%
ORGANIZATIONS	614.00	250.00	364.00	245.6%	1,674.26	500.00	1,174.26	334.85%		334.85%
Welcome/Outreach Materials	0.00	100.00	-100.00	0.0%	76.46	400.00	-323.54	19.12%		19.12%
Total OUTREACH	614.00	350.00	264.00	175.43%	2,470.82	1,900.00	570.82	130.04%		130.04%
PASTOR										
CELL PHONE	135.00	135.00	0.00	100.0%	1,350.00	1,350.00	0.00	100.0%		100.0%
CONTINUING EDUCATION	0.00	500.00	-500.00	0.0%	0.00	1,000.00	-1,000.00	0.0%		0.0%
HOUSING	1,083.32	1,083.00	0.32	100.03%	10,833.36	10,833.00	0.36	100.0%		100.0%
License	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%		0.0%
SALARY	2,096.78	1,434.00	662.78	146.22%	15,000.56	14,337.00	663.56	104.63%		104.63%
Travel	0.00	0.00	0.00	0.0%	130.99	0.00	130.99	100.0%		100.0%
Total PASTOR	3,315.10	3,152.00	163.10	105.17%	27,314.91	27,520.00	-205.09	99.26%		99.26%
PRIDE WEEK ACTIVITIES	0.00	0.00	0.00	0.0%	0.00	250.00	-250.00	0.0%		0.0%
STAFF										
Associate Pastor	0.00	833.00	-833.00	0.0%	0.00	8,330.00	-8,330.00	0.0%		0.0%
Holiday Gifts	0.00	0.00	0.00	0.0%	1,000.00	0.00	1,000.00	100.0%		100.0%
Intern	0.00	0.00	0.00	0.0%	500.00	0.00	500.00	100.0%		100.0%
MINISTER OF MUSIC	0.00	750.00	-750.00	0.0%	0.00	7,500.00	-7,500.00	0.0%		0.0%
PAYROLL TAXES	0.00	133.00	-133.00	0.0%	-0.02	1,325.00	-1,325.02	-0.0%		-0.0%
Total STAFF	0.00	1,716.00	-1,716.00	0.0%	1,499.98	17,155.00	-15,655.02	8.74%		8.74%
TECHNOLOGY										
COMPUTERS & Equipment	0.00	0.00	0.00	0.0%	0.00	1,000.00	-1,000.00	0.0%		0.0%

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	Oct 22	Budget	\$ Over Budget	% of Budget	Jan - Oct 22	Budget	\$ Over Budget	% of Budget	TOTAL
Internet	257.09	250.00	7.09	102.84%	2,416.36	2,500.00	-83.64	96.65%	
Web Hosting	25.00	50.00	-25.00	50.0%	250.00	50.00	200.00	500.0%	
Website Design & Maintenance	0.00	0.00	0.00	0.0%	0.00	500.00	-500.00	0.0%	
Zoom, Breeze, GoDaddy	88.17	80.00	8.17	110.21%	640.17	830.00	-189.83	77.13%	
<b>Total TECHNOLOGY</b>	<b>370.26</b>	<b>380.00</b>	<b>-9.74</b>	<b>97.44%</b>	<b>3,306.53</b>	<b>4,880.00</b>	<b>-1,573.47</b>	<b>67.76%</b>	
<b>WORSHIP</b>									
HONORARIUMS	150.00	0.00	150.00	100.0%	700.00	450.00	250.00	155.56%	
MUSIC	0.00	125.00	-125.00	0.0%	754.99	405.00	349.99	186.42%	
WORSHIP SUPPLIES	0.00	50.00	-50.00	0.0%	526.62	900.00	-373.38	58.51%	
<b>Total WORSHIP</b>	<b>150.00</b>	<b>175.00</b>	<b>-25.00</b>	<b>85.71%</b>	<b>1,981.61</b>	<b>1,755.00</b>	<b>226.61</b>	<b>112.91%</b>	
<b>Total Expense</b>	<b>9,039.11</b>	<b>10,405.00</b>	<b>-1,365.89</b>	<b>86.87%</b>	<b>64,645.62</b>	<b>83,927.00</b>	<b>-19,281.38</b>	<b>77.03%</b>	
<b>Net Ordinary Income</b>	<b>564.68</b>	<b>-2,473.00</b>	<b>3,037.68</b>	<b>-22.83%</b>	<b>17,549.70</b>	<b>-776.00</b>	<b>18,325.70</b>	<b>-2,261.56%</b>	
<b>Other Income/Expense</b>									
Other Income									
BUILDING FUND Income	0.00	0.00	0.00	0.0%	5,000.00	0.00	5,000.00	100.0%	
Deacons' Assistance Income	45.00	0.00	45.00	100.0%	1,015.00	0.00	1,015.00	100.0%	
Homeless Ministry Income	100.00	0.00	100.00	100.0%	670.00	0.00	670.00	100.0%	
Medical Support Income	100.00	0.00	100.00	100.0%	3,405.50	0.00	3,405.50	100.0%	
<b>Total Other Income</b>	<b>245.00</b>	<b>0.00</b>	<b>245.00</b>	<b>100.0%</b>	<b>10,090.50</b>	<b>0.00</b>	<b>10,090.50</b>	<b>100.0%</b>	
<b>Other Expense</b>									
Deacons' Assistance Expense	2,315.55	0.00	2,315.55	100.0%	8,191.72	0.00	8,191.72	100.0%	
Homeless Ministry Expense	100.00	0.00	100.00	100.0%	670.00	0.00	670.00	100.0%	
Maintenance Expense-Bldg Fund	43.00	0.00	43.00	100.0%	4,839.82	0.00	4,839.82	100.0%	
Medical Support Expense	0.00	0.00	0.00	0.0%	2,010.40	0.00	2,010.40	100.0%	
<b>Total Other Expense</b>	<b>2,458.55</b>	<b>0.00</b>	<b>2,458.55</b>	<b>100.0%</b>	<b>15,711.94</b>	<b>0.00</b>	<b>15,711.94</b>	<b>100.0%</b>	
<b>Net Other Income</b>	<b>-2,213.55</b>	<b>0.00</b>	<b>-2,213.55</b>	<b>100.0%</b>	<b>-5,621.44</b>	<b>0.00</b>	<b>-5,621.44</b>	<b>100.0%</b>	
<b>Net Income</b>	<b>-1,648.87</b>	<b>-2,473.00</b>	<b>824.13</b>	<b>66.68%</b>	<b>11,928.26</b>	<b>-776.00</b>	<b>12,704.26</b>	<b>-1,537.15%</b>	

Metropolitan Community Church of Knoxville, TN						
Summary of Receipts & Disbursements for October 2022						
	<u>Month:</u>			<u>YTD:</u>		
	Undesignated	Designated	Total	Undesignated	Designated	Total
Receipts	9,350.79	498.00	9,848.79	81,942.32	10,343.50	92,285.82
Disbursements	9,039.11	2,458.55	11,497.66	64,645.62	15,711.94	80,357.56
Increase/(Decrease)	311.68	(1,960.55)	(1,648.87)	17,296.70	(5,368.44)	11,928.26

## **PASTOR'S REPORT to the FALL CONGREGATIONAL MEETING of MCC KNOXVILLE – November 2022**

It is my honor to serve as your Pastor. Thank you to the many volunteers and for all of your support.

In this next period of time, I need your participation in surveys and gatherings as we consider our mission for this new era. Mission Statements should be revisited and evaluated and, if necessary, restated to focus the congregation's ministry priorities. It is time we do this together. The past is behind us. What is God calling MCKK to do now? Let's discern together.

This report is a summary of my activity since the Spring Congregational Meeting.

- Planning and preparing worship whether I was preaching or someone else was preaching
  - o Prepared weekly worship script/guide
  - o Prepared weekly PowerPoint
  - o Series: Fierce Love, and I've Been Meaning to Ask...
  - o preached the majority of Sundays
- Thanks to guest preachers: Robert White, Clarence Scott, Pat Monohan, Rev. Gann, Rev. Caedmon Grace, video sermon by Rev. Elder Cecilia Eggleston during General Conference, and a special thanks to Rev. Stedney Phillips who led worship when I was out with COVID.
- weekly communication with worship participants and Steve regarding the PowerPoint /AV
- attended and moderated Board Meetings and Deacon Meetings
- talked worship décor with Lois and Carrie
- Supervised Clergy Intern Pat Monohan
- Weekly MCC Lectionary Discussion Group
- Pastoral Care in-person, via email, text, phone calls, Zoom - 2 deaths of members
- Separately conducted multi-session Marriage Preparation class for 2 couples
- Recruiting to fill Music Director or Accompanist position and Digital Pastor
- Hired Rev. Caedmon Grace as ¼ time Digital Pastor (8-10 hours per week)
- Registered MCKK with the MCC component of the Faith Communities Today (FACT) 5-year study of congregations post-COVID and completed the first survey – MCKK received \$1,250 for participating
- Developed Outreach plan that was shared with both the Board and Deacons
- Was interviewed by WATE TV about Pride Month which aired multiple times
- Co-chaired the PRIDE Interfaith Service with Carolyn Rogers which ended up being hosted at MCKK
- With Carolyn Rogers, coordinated the Spiritual Marketplace at the Knox Pride Center where we distributed information about MCC and APATT
- Produced and distributed flyers about the Homosexuality and the Bible series and the church
- Staffed a booth and distributed info at SoKo Pride
- Led the Homosexuality and the Bible series
- Conducted a Membership Class (while 4 people attended, there was a new surge of COVID and none of them have yet joined)
- Volunteered at APATT (over the summer months) and assisted with transition to new leadership model
- Tuesday/Wednesday Book Studies during this period:
  - The Universal Christ

- Queer Theology
- Accidental Saints
- Be the Brave One
- Faith After Doubt
- Do I Stay Christian
  - o Book studies were facilitated by me, Pat Monohan, Alicia Wetherington, Cassi Wylie, and Ann Callahan
  - o September and October, we did not have a book study rather had a discussion question each week

#### Personal Notes:

- Finished emptying out our house in Texas and Shelly finished overseeing all the renovations
  - o Our Texas house is now rented!
- Took a quick trip to California to see a dear friend who was close to death
- Took another quick trip to Pennsylvania to conduct the funeral of a former member of a congregation I had pastored
- Moved RV sites to a beautiful site with a deck overlooking the lake
- Got my Tennessee Driver's License and Permanent Senior Fishing License!
- Started my doctorate and am celebrating currently maintaining an A+

#### What's Next?

- Revisit and reconsider our mission for this next 5 years
  - o As a congregationally led church, this needs your voice, your input
  - o surveys to gather information before we can begin to discern what's next for us
- My role in casting the vision begins with "we are in this together" and this is our joint work of discernment. I will help with asking the questions and naming the socio/political/spiritual realities, trends, needs, and opportunities and then keep the vision before you.
- I will work to complete the new website
- I will be supporting our new Digital Pastor as we expand our digital presence
- Continue searching for a Music Director or accompanist

## MCKK 2023 BUDGET DRAFT Version 2

	2022 Approved Budget	2022 Extrapolated Actual*	2022 Extrapolated +/- to Budget	2023 Draft Budget	2023 +/- to 2022 Budget	2023 +/- to 2022 Actual*
<b>INCOME</b>						
FUNDRAISERS	-	1,592	1,592	2,500	-	57%
OTHER INCOME						
2021 General Conference	1,800	1,800	-	-	-100%	-100% <i>From GC savings</i>
Interest Income CBBC checking	20	38	18	40	100%	5%
Miscellaneous & Space Sharing	400	571	171	600	50%	5%
TOTAL OTHER INCOME	2,220	4,001	1,781	3,140	41%	-22%
TITHES AND OFFERINGS	96,960	92,139	(4,821)	107,500	11%	17%
<b>TOTAL INCOME</b>	<b>99,180</b>	<b>96,140</b>	<b>(3,040)</b>	<b>110,640</b>	<b>12%</b>	<b>15%</b>
<b>EXPENSES</b>						
ADMINISTRATION						
Miscellaneous Expenses	20	113	(93)	130	550%	15%
Office Supplies	500	376	124	400	-20%	6%
TOTAL ADMINISTRATION	520	489	31	530	2%	8%
BANK FEES/EASY TITHE	620	456	164	100	-84%	-78% <i>(moved to Breeze)</i>
COMMUNITY BUILDING						
Fundraising	-	456	(456)	500	-	10%
Social Committee	500	47	453	500	0%	964%
TOTAL COMMUNITY BUILDING	500	503	(3)	1,000	100%	99%
CONFERENCES						
General Conference	1,800	1,820	(20)	500	-72%	-73% <i>2022 expense; 2023 savings</i>
Network Gatherings	-	-	-	750	-	<i>Only in non GC years</i>
TOTAL CONFERENCES	1,800	1,820	(20)	1,250	-31%	-31%
DENOMINATIONAL SUPPORT						
Board of Pensions	1,380	1,079	301	1,200	-13%	11%
UFMCC Assessment @ 10%	9,620	10,042	(422)	10,750	12%	7%
TOTAL DENOMINATIONAL SUPPORT	11,000	11,121	(121)	11,950	9%	7%
EDUCATION Right Now Media	1,500	-	1,500	-	-100%	-100%
FACILITIES						
Alarm System	600	600	-	600	0%	0%
Building Maint./Improvements	1,500	120	1,380	1,500	0%	1150%
Cleaning	2,600	2,550	50	2,860	10%	12%
Copier	250	289	(39)	300	20%	4%
Insurance	5,000	5,525	(525)	5,800	16%	5%
Internet & Phone	3,000	2,853	147	3,000	0%	5%
Lawn Care	2,000	2,535	(535)	2,800	40%	10%
Pest Control	400	300	100	400	0%	33%
Utilities - Electric/Propane	6,000	5,555	445	6,000	0%	8%
TOTAL FACILITIES	21,350	20,327	1,023	23,260	9%	14%
OUTREACH						
ACT Blanket Ministry	-	215	(215)	250	-	16%
Organizations/GMC & Advertising	1,500	1,818	(318)	1,000	-33%	-45% <i>Pride split out</i>
Pride	-	-	-	1,000	-	100% <i>Split from above</i>
Visitor Materials/Events	500	115	385	300	-40%	161%
TOTAL OUTREACH	2,000	2,148	(148)	2,550	28%	19%
PASTOR						
Cell phone	1,620	1,620	-	1,600	-1%	-1%
Continuing Edu/Professional Exp	1,000	-	1,000	1,100	10%	0%
Housing	13,000	13,000	-	18,000	38%	38%
Salary	17,205	17,205	-	22,800	33%	33%
Travel	-	132	(132)	200	-	52%
UFMCC (License Renewal)	175	-	175	-	-100%	-100% <i>Paid by denomination</i>
TOTAL PASTOR	33,000	31,957	1,043	43,700	32%	37%
STAFF						
Accompanist/Minister of Music	9,000	-	9,000	9,000	0%	100% <i>\$ May be shifted between</i>
Associate Pastor/Intern	10,000	500	9,500	10,000	0%	95% <i>these two categories as needed</i>
Holiday Gifts	1,200	2,000	(800)	1,200	0%	-40% <i>2022 included bereavement</i>
Intern	-	-	-	-	-	0%
Payroll Taxes	1,590	-	1,590	1,600	1%	100%
TOTAL STAFF	21,790	2,500	19,290	21,800	0%	77%
TECHNOLOGY						

	<b>2022 Approved Budget</b>	<b>2022 Extrapolated Actual*</b>	<b>2022 Extrapolated +/- to Budget</b>	<b>2023 Draft Budget</b>	<b>2023 +/- to 2022 Budget</b>	<b>2023 +/- to 2022 Actual*</b>	
Computers & Equipment	1,000	-	1,000	500	-50%	100%	Breeze increase &
Zoom, Breeze, GoDaddy	995	728	267	1,300	31%	79%	transition for online giving
Web Hosting	50	300	(250)	100	100%	-67%	
Website Design & Maintenance	600	-	600	600	0%	100%	
<b>TOTAL TECHNOLOGY</b>	<b>2,645</b>	<b>1,028</b>	<b>1,617</b>	<b>2,500</b>	<b>-5%</b>	<b>143%</b>	
TN STATE ANNUAL INCORPORATION FEE	20	20	-	20	0%	0%	
<b>WORSHIP</b>							
Honorariums	800	600	200	600	-25%	0%	
Music purchase	405	1,132	(727)	100	-75%	-91%	Split from former
Music licenses				300	-	100%	"Music" category
Worship Supplies	1,000	790	210	1,000	0%	27%	
<b>TOTAL WORSHIP</b>	<b>2,205</b>	<b>2,522</b>	<b>(317)</b>	<b>2,000</b>	<b>-9%</b>	<b>-21%</b>	Significantly underspent budget due to unfilled Staff positions
<b>TOTAL EXPENSES</b>	<b>99,180</b>	<b>74,871</b>	<b>24,059</b>	<b>110,640</b>	<b>12%</b>	<b>48%</b>	
<b>TOTAL INCOME</b>	<b>99,180</b>	<b>96,140</b>	<b>(3,040)</b>	<b>110,640</b>	<b>12%</b>	<b>15%</b>	

# Major Maintenance Items

	<b>Future Years Budget</b>
<b>ANTICIPATED EXPENSE</b>	
Replace siding on Kitchen end of building	7,000
Replace office HVAC	6,500
Replace roof on annex	5,000
Pump Septic Tank	500
<b>TOTAL ANTICIPATED EXPENSE</b>	<b>19,000</b>

**BOARD OF DIRECTORS REPORT**  
**Congregational Meeting**  
**November 13, 2022**

***The Board of Directors works on behalf of the congregation as steward and administrator of the church's funds. The Board also supports both short and long term church plans and activities. Since the last Congregational Meeting on April 3, 2022, the Board has:***

- Met eight times virtually. Other business was handled by email.
- Monitored income and expenses to ensure that the mission of the church continues. We are thankful for the generosity of our members and friends that has allowed us to continue to pay all our bills on time.
- Ensured that the primary functions of the office remain covered with volunteers. As always, we thank Robert and Ginny for the hours they spend in the office each week. We also thank C.B., who remotely keeps up with office voicemail messages during the week.
- Continued to monitor and adjust to the COVID-19 pandemic based on our local community's risk level to keep everyone safe. We appreciate everyone's cooperation so that our indoor, in-person worship schedule was not interrupted.
- Approved the displaying of artwork on a rotating basis in the sanctuary.
- Created a Media Contact list to assist the pastor in reaching out to relevant organizations.
- Assisted our Lay Delegate Carrie in hosting a General Conference Streaming Party that was well attended by our members throughout that weekend.
- Held discussions with the Pastor about the number of hours she is working and voted to raise her pay and work hours by 25% for three months.
- Hosted an Active Shooter seminar with a subject matter expert who gave us helpful suggestions for ways to keep our congregation safe.
- Approved Pastor Colleen's recommendation to hire Rev. Caedmon Grace as our part-time Digital Pastor.
- While Ruby has been on sabbatical, her team has continued to maintain and make improvements to our facilities. These including:

In the Sanctuary Building...

- A major renovation was made to our Audio Visual booth to better support our hybrid worship ministry. Special thanks to Artha, Donna, Shelly, and Steve for all their efforts on this project.
- The storage area behind the bookcases was reorganized.

In the Annex...

- The water heater was replaced. We thank Ginny and Robert for noticing that

the old unit was leaking and dealing with the mess. We thank Shelly for coordinating its replacement.

- An exterior door knob latch was repaired.
- We also thank the Social Committee, and especially Sam G for hosting our monthly Friday Night Game nights which resumed in March.

## Lay Delegate Report

November 13, 2022

Dear MCC-Knoxville Congregation,

I have been serving as your lay delegate since being elected in October 2020. Since my last report at the March 2022 congregational meeting, the majority of my lay delegate duties this year have involved general conference. The general conference, July 1-3, was virtual and our church hosted all the conference on the big screen. This was open to all, however a small number attended and were able to hear the awesome keynote speakers. The following Sunday, I presented after service in a forum to inform the congregation about the business meeting and the elections of the governing board which was held on July 16th. I attended the business meeting forum and the business meeting and voted. The four new members of the governing board were elected. The two members of the clergy elected were Reverend Beulah Durrheim, Good Hope MCC Cape Town, South Africa and Reverend Joseph San Jose, Open Table MCC in Mandaluyong City, The Philippines. The two lay candidates elected were Chad Hobbs, MCC Tampa, Florida and Lee Rossetti, ICM Rio, Rio de Janeiro, Brazil. Now the governing board consists of our moderator Reverend Cecilia Eggleston, Reverend Beulah Durrheim, Reverend Joseph San Jose, Reverend Marie Alford-Harkey, Reverend Alberto Najera, Chad Hobbs, Leo Rossetti, Mark Godette and James Chavis. I have attended one of two board meetings required in 2022.

Yours in Christ,

Carrie Roller

## DEACON'S REPORT, CONGREGATIONAL MEETING NOVEMBER 13, 2022

### DEACON'S FUND

Thanks to the generous contributions of our congregants and St. Ninians, we were able to help several people through our Deacon's Fund. We helped with utilities and assisted with final expenses of a church member. We are blessed to have \$3010 remaining in this fund.

### WORSHIP AND OTHER SUPPORT

The Deacons have continued to participate in worship leadership including the celebration of communion. Lois and Carrie head up the altar guild by decorating the altar for the church seasons. Carrie assigns the monthly worship participants. Robert and Ginny check and respond to church phone messages and emails on Monday and Thursday mornings. C.B. checks phone messages at least 4 times a week and takes care of food requests and directs other messages as needed. Robert assists the treasurer with bookkeeping, Kathy publishes the weekly newsletter and C.B. heads up the food pantry.

### MEMBERSHIP FOLLOW-UP

As part of the regular duty of Deacons, we have been in contact with many of you over these months just to check in as well as being in touch with those who have been ill.

### WORSHIP ATTENDANCE

Kathy Hyland tracks the weekly worship attendance on Zoom, Facebook live, and in-person. This assists us in identifying people who may appreciate a call from us such as newcomers or members and friends who are unexpectedly absent.

### FOOD PANTRY

There has been a great demand for food from our pantry this year. We have already distributed 141 baskets and only gave out 57 baskets last year. With the holidays coming up, this number will increase much more.

**Community Action Committee (CAC) distributes food to us from their FEMA grants. The maximum we get is half of the food required for 72 baskets and MCKK supplies the other half. After the FEMA food is gone, then we supply all of the food needed for these baskets and this year we supplied all the food for 69 more baskets. We are required to follow the required list of food items that FEMA supplies so that each basket will contain 3 nourishing meals a day for a family of 4 for 4 days. The 3 colored tote bags contain the food required for 1 basket with a cost of about \$57.00. Of the baskets given out, 48% were delivered to folks disabled or lacked transportation and 52% were picked up at the church.**

**Food for the baskets is provided by three sources: FEMA, Food City gift cards and individual gifts from the congregation. We have been blessed to receive the cards from Food City each year. We have currently spent all the cards that we had to stock our pantry. The district office said this year they are giving us a Food City credit card that can be used to buy food or gift cards. We do not know the amount yet but they said it would be as much as we got year which was \$7000.00. This card will be received in the next couple of weeks.**

**On November 17, 2022, we will pick up the next FEMA food distribution. If the current rate of food given out in 2022 continues into 2023, then this distribution of food we receive this week will be used up by mid-March 2023. At that time all the food required will need to be supplied by MCKK. We keep records of all the food going in and out of the pantry, fill out forms for each distribution and submit quarterly reports to CAC. The names of folks receiving food are not public.**

**Many thanks to the following individuals who have helped from time to time with the pantry. Gina, Ginny, Carrie, Robert, Shelly, Kathy Hyland and Steve. An extra thanks goes to Cathy Hunley, my pantry partner, who does all the shopping, makes up and delivers most of the baskets.**

**Please contact C.B. Morrison or Cathy Hunley if you can help in any way with the food pantry. Thanks for your continued support of this important ministry of our church.**