

**Christ Church Christiana Hundred
Finance Committee Meeting
August 25, 2016**

The meeting was called to order at 6:34 PM by Rob Friz.

Finance Committee members in attendance: Luke Mette, Troy Silliman, Rob Friz (Chair), Andy Kosinski (Finance Manager), Beth Faulkner, Mark Parsells (Treasurer), and Joe Zakielarz (Senior Warden)

Absent: Marissa Stipa, Hardy Drane

Mark opened the meeting with prayer.

Committee Membership update: Al Smith has resigned his seat on the Committee because of his new role as Junior Warden. Rob thanked Al for his outstanding service and valued insight on the Committee. Rob also welcomed Beth Faulkner and Hardy Drane to the Committee as Vestry representatives.

The minutes of the May 25, 2016 meeting were reviewed and unanimously approved.

Treasurer's Report: Mark submitted a report that year-to-date parish giving is 3.4% less than last year and is likely due to a non-material timing difference. Overall, full year run rate of \$1,401,514 versus budget of \$1,395,870 is .4% ahead of budget as of August 25. At this time, there are no concerns about achieving our full year parish giving goals. The report was unanimously approved. In addition, the report will be shared with the Vestry.

eNEWS Finance Report to the Parish: Rob submitted a draft Finance Report for the Second Quarter ending June 30, 2016. Overall expenses outpaced income in the first half of the fiscal year by \$101,077. This is primarily driven by the timing of incoming pledges, which tends to increase as we approach year's end. Income and expenses continue to be closely monitored and are being managed to look to offset these projected shortfalls/overages to maintain our overall budgeted expense amount.

Finance Manager's Report: Andy submitted and reviewed June 2016 Budgeted Financial Statements, Summary of Fund Balances, and Temporary Restricted Funds Reports without issue. Andy noted that actual results of Income and Expenses through August are on target with Budget, and there are no other significant anomalies to report at this time, with the exception of a few areas primarily relating to risk management and repairs and maintenance. In other business matters, first, we have received information from the Diocese Insurance Committee that we consider increasing our Umbrella coverage because we operate a Preschool and that we change how we track our fine art. Andy is reaching out to Church Insurance to come in and meet with us to discuss further these suggestions. Second, we were given an update on the \$45K matching UTO Grant received for the Jalonga, Dominican Republic, Solar Project. Lastly, we received our Pension Funding recommendation in the amount of \$26K from our Actuarial for our Defined Benefit Pension Plan for 2016 plan year.

Budget items: As a result of our Second Quarter 2016 Finance Report, Rob addressed Budget line item cost concerns in the areas of Outreach, Repairs and Maintenance, Audit and Legal,

Pension Funding, and Capital Expenditures as they relate to current and future Budgets. After careful consideration, Mark recommended, and with backing from the Committee, that we use the analytical tool of an Opportunities and Risks Analysis to perform a detailed look of not only both the individual effects of income and expense line item budget items proposed changes but also obtain a better informed understanding of the aggregate effects of all possible outcomes taken as a whole in managing our budgetary shortfalls/overages for the remainder of the year.

Other Business: Luke gave an update on the Capital Expenditures subcommittee work he is participating in with the Building and Grounds Committee, which included highlights on their Master Plan changes, funding scenarios of said Plan, and the long-term sustainability for future Capital Expenditure goals.

Mark closed with prayer.

The meeting adjourned at 8:12 PM. The next meeting will be Thursday, September 22 at 6 PM.

Respectfully submitted,

Andrew E. Kosinski