

Finance & Administration Standing Committee – FY 2016

2016 activities of Finance & Administration Committee. [Mission Imperatives in UPPER CASE]

1. The F&A Committee prepared a revised 2016 Budget based on the results of 2015 revenue and expenses. It was approved by the Conference Council in February.
2. Approved request from Shannondale Covenanted Ministry for \$39,170 that was funded from Legacy California Carbon Offset Revenue for physical improvements to the parsonage and church building at Shannondale Community Center. STRENGTHENING CONGREGATIONS
3. Adopted a Capital Expense Budget Protocol for planning for MMSC and SCC expenditures over \$5,000 for equipment, facilities, furnishings, or software. OUTDOOR MINISTRIES
4. Authorized the Treasurer to pay Columbia UCC \$290 FOR 7 month period from June 1, 2016 to December 31, 2016) for hosting a MMSC Communication Center. ENHANCING COMMUNICATION
5. Accounting services support contract was signed with RubinBrown LLC. St Louis accounting firm will provide accounting oversight of the accounting activity of MMSC.
6. Obtained a bid from RubinBrown LLC for an external audit of FY 2015. This is a review of selected aspects of MMSC financial activity. [It was later decided to perform the audit on FY 2016 financial activity.]
7. Form 990-T, IRS form to report and pay for forest harvest income was filed with IRS. OUTDOOR MINISTRIES
8. Personnel Committee was established to update the Personnel Policy for MMSC.
9. The F&A Committee monitored 2016 budget versus actual financial activity for the Conference, Camp MoVal, and Shannondale Community Center.
10. St Peter's UCC Kansas City Memorial Fund gift was invested with United Church Funds.
11. Established two accounts with United Church Funds for California Carbon Offsets revenue – 1 – the "Tree Farm Reverification Fund" and, 2- the "Legacy CCO Reserve Fund". OUTDOOR MINISTRIES
12. Defined process for commissioning a new Covenanted Ministry which states the purpose, reporting responsibilities, and budget for the Covenanted Ministry.
13. The 2017 budget was deemed to require revision because of lower income than budgeted. [A revised 2017 Budget was approved by the Conference Council in January 2017.]

The members of the Finance and Administration Committee for FY 2016 are:

Michael Mueller

Ken Ulmer

Carl Philips

Lorraine Brooks – Staff

David Rauch, Treasurer

Ginny Brown Daniels – Conference Minister

Linda Stenger

David Mehl - Moderator

Faithfully,

Ken Ulmer, Chair