

RICC scope: Finance, Facilities

Finance

Session is divided into 3 panels of responsibility. Mary Ellen Absetz and I are the RICC (Relationship Inside our Church Community) panel. Together, she and I have oversight of finances and facilities. Today, I will speak about finances, and Mary Ellen will do the same for facilities.

Finance represents money management and the process of acquiring needed funds. Sound like exciting stuff? Not really... unless you have too much of it or not enough. Our Session has a fiduciary responsibility to manage CPC's money and to acquire needed funds for sustained worship and mission. Sounds a lot like the definition for stewardship and also a Bible story or two. So, let's start with acquiring funds for the church.

- How did we do that in 2021? We prepared and executed a Stewardship Campaign plan.
 - Letters were created and mailed to all on the church's mailing list. There were announcements, and also testimonials during worship services
 - Results of a stewardship campaign are an indicator of income expectations for the coming year. It's also an indicator of expense flexibilities... or limitations
 - How did we do? 2021 campaign results for calendar year 2022: 25 pledges for \$153K; 2021 campaign: \$180K; down \$27K vs PY
 - Historically, CPC has about a 92% actual giving rate vs. pledges made. Better than most churches, but this shortfall must be considered when building a budget.
 - Staying up to date with our offerings and receiving personal reports have been made easier thru our online giving program, Realm, that was rolled out this year. If you are not using it, please consider doing so. It's easy and safe.

In addition to our offerings, the other major revenue source is building use/rent and shared expenses paid by the preschool.

Once we have a reasonable handle on our income, we can factor in our expenses and build our budget. This is the money management side of RICC's responsibilities.

- RICC prepares an annual budget for Session approval (CPC's Fiscal Year = 1 April – 31 March)
 - A budget draft is in development for March review. Budgets are a best guess given the information available at the time.

- We build upon the known: fixed expenses, e.g. mortgage, staff, utilities, predictable building and grounds maintenance to include contracts and cross our fingers with variable expenses, e.g. mission, programs
- A word on per capita... Annually, CPC is assessed per capita (think of dues for NCP) based on our membership rolls. They should be paid by all church members. For 2022, it's \$42.67 per individual member. It can easily be done thru a giving option on Realm. If per capita is not paid by each member, CPC must make up the shortage, which takes away from mission and programs.

OK. The budget has been developed and we're spending money. What now? How are we doing?

- We monitor budget performance (Income vs Expenses)
 - For example... YTD (10 months thru the FY) net revenue = (\$7K)
 - We did get a gift from the govt. last year in the form of forgiveness of our 2 PPP (Paycheck Protection Program) Loans. These two loans totaled \$105K. The monies were distributed between CPC and CPP. CPC's monies were deposited in our Contingency Fund, which had been created to cover non-budgeted expenses.
- We also consider staffing assignments and salaries for Session approval. Last year,
 - Interim pastor contract renewed twice
 - Office Mgr and Building Mgr positions created and filled
- Additionally, RICC evaluates and renews maintenance contracts – HVAC, fire alarm system, grounds (mowing, snow removal, pests, seasonal cleanup, roof and gutters), copier machine
- Finally, we propose and approve with Session expense items outside scope of budget – This where the Contingency Fund gets used:
 - Hybrid Church project expenses beyond NCP tech grant and Deacon's Fund donation – no charges to date
 - Fire alarm system repairs and maintenance required for reliability and building permit – \$5,900
 - Repair of foundation leak into preschool office space - \$7,150

Enough on finances. RICC, all of Session, and the Deacons are working hard for CPC, which means all of us. Please be generous with your offerings. Now, Mary Ellen will talk about facilities.