

Single Board Agenda

Opening Prayer

Approval of minutes

Reports:

- Finance
- Trustees
- SPRC
- COM
- Pastor

New Business

Closing Prayer

Minutes for Single Board 6/23/2025

- Meeting opened at 6p
- Pastor Roger led opening prayer
- Gene Lawhon brought forward minutes from the previous meeting
 - Minutes approved
- LouAnne Case brought forward the financial report from the Finance Committee
 - Report accepted by the Board
- Pastor Roger Clayton brought forward the SRPC report from the SPRC
 - Report accepted by the Board
- Jim Leach brought forward the Trustees report from the Trustee Committee
 - Report accepted by the Board
- Martha Arizpe brought forward the CoM report from the CoM
 - Report accepted by the Board
- Pastoral Report was given by Pastor Roger
 - Informational only, no need for approval or vote
- New business:
 - Sally McKee brought a wonderful story about the Youth Junior class
- Gene Lawhon closed with prayer at 6:35p

SINGLE BOARD TRUSTEE MEETING MINUTES
AUGUST 19, 2025, 6:25pm

TRUSTEE ATTENDEES: Jim Leach, Skip Davenport, Darren May, Beverly Thompson, Roger Clayton, and Steven Scott

GUEST ATTENDEES: Woody Thompson and Louanne Case

ITEMS:

1. IT network upgrade work by Lighthouse is complete except for the Office at the approved proposal of \$4,659.17. The old telephone patch panels were removed for the installation of the new IT rack at the new head-in location in the closet between the toilets in the FLC. The Wire It and Hide It cable drops are completed for the approved proposal of \$1,340. The Optimum cable drop is waiting on Optimum to find a route to the head-in closet and is not complete at the budget cost of \$100.83.
2. The Parsonage Tree Issue – Tree Scouts has the low proposal for \$475 to remove 2 limbs that go over the fence to the neighbor's yard and to remove deadwood in the tree. We will obtain a separate proposal from Tree Scouts for root feeding since there are a high percentage of the leaves on the tree on the proposed limbs to be removed.
3. The Horizon house galvanized iron water plumbing replacement with PEX under the building in the crawl space is complete by Sosa's Plumbing for the cost of \$3,587.50. An anonymous donor provided the full amount of the cost.
4. The screen boxes are made and Georgetown Audio will come out 9/12 to install the screens.
5. Two new Visitor parking signs have been added past the two ADA signs and ramp adjacent to the Sanctuary on the west side street parking. We still have to relocate the two ADA signs to the parking past the relocated High Bidder Auction sign for the next two spaces.
6. Rod repaired the leak in the ice machine, programmed all the thermostats to reset at 4pm to 84 degrees, managed the Horizon House water line replacement, continued the painting of metal railings, and checked all the thermostat settings each morning during Monday- Friday.
7. Steven will change the 2025 Revised Budget to reflect the December 2024 Janitorial expenses paid in 2025 and will adjust the Budgeted Accounts to remove amounts transferred from the Designated Funds. Notes will be added to explain how funds were allocated for expenditures.
8. We went through the actual costs for the various line items of the 2025 budget from 1/1 through 7/31 to be able to confirm our 2025 Revised Budget and to start the process for the 2026 budget draft.

Next regular meeting Tuesday, 9/16, 6:00pm in the New Beginnings Sunday School classroom.

Budget vs Actuals with Remaining 2025 Budget Amounts/Percentages

	Jan - Jul 2025 Actuals	2025 Budget	Remaining 2025 Budget	Remaining % of 2025 Budget
Revenue				
40000 Sales	0.00	0.00	0.00	0.00%
40100 Current Year Pledges	262,115.27	425,848.00	163,732.73	38.45%
40200 Plate Offerings	84,243.25	100,000.00	15,756.75	15.76%
41100 Building Use Fees	12,365.00	16,000.00	3,635.00	22.72%
41360 Memorial Gifts / Undesignated	1,103.84	0.00	-1,103.84	0.00%
Unapplied Cash Payment Revenue	-3,241.00	0.00	3,241.00	0.00%
Total Revenue	356,586.36	541,848.00	185,261.64	34.19%
Gross Profit	356,586.36	541,848.00	185,261.64	34.19%
Expenditures				
1 Connectional Ministry				
50200 Apportioned Benevolence	12,348.21	21,168.00	8,819.79	41.67%
50500 Annual Conference	0.00	500.00	500.00	100.00%
Total 1 Connectional Ministry	12,348.21	21,668.00	9,319.79	43.01%
2 Costs of Labor				
60100 Sr. Pastor's Salary	43,169.00	74,004.00	30,835.00	41.67%
60400 Church Portion-Pastor Health Ins.	0.00	1,632.00	1,632.00	100.00%
60500 Sr. Pastor's Accountable Reimbursement	1,540.00	1,800.00	260.00	14.44%
60710 Parsonage- Util /Hm phone/Internet	2,315.22	6,346.00	4,030.78	63.52%
60750 Sr. Pastor's Pension-CRSP & CPP	237.15	13,738.00	13,500.85	98.27%
60800 Ministry Staff Salaries	130,549.54	233,923.00	103,373.46	44.19%
60801 Staff 403B General Bd Pensions	1,447.12	2,912.00	1,464.88	50.30%
60802 Congregational Care Reimbursable	0.00	840.00	840.00	100.00%
60900 Child Care Wages	3,219.05	2,900.00	-319.05	-11.00%
61000 Staff Social Security	8,293.66	17,899.00	9,605.34	53.66%
61050 Staff Medicare	1,939.65	0.00	-1,939.65	0.00%
61100 Workers Comp	1,006.82	1,850.00	843.18	45.58%
61300 Honorarium	980.00	0.00	-980.00	0.00%
Total 2 Costs of Labor	194,697.21	357,844.00	163,146.79	45.59%
3 Ministry Programs				
70200 Children's - Curriculum	0.00	1,100.00	1,100.00	100.00%
70300 Adult - Literature Resources	0.00	400.00	400.00	100.00%
70500 Children's- General Ministry	908.09	2,500.00	1,591.91	63.68%
70504 Children Leadership Development	0.00	230.00	230.00	100.00%
70600 Family Ministries	0.00	750.00	750.00	100.00%
70700 Nursery Supplies	0.00	250.00	250.00	100.00%
70800 Music Program	914.35	2,807.00	1,892.65	67.43%
71000 Hospitality / Evangelism Committee	58.00	3,300.00	3,242.00	98.24%
71100 Worship - Supplies	730.61	3,600.00	2,869.39	79.71%
71105 Worship - Contemporary	0.00	600.00	600.00	100.00%
71400 Stewardship Event	0.00	1,200.00	1,200.00	100.00%
71500 Youth Ministry	721.99	2,400.00	1,678.01	69.92%

	Jan - Jul 2025 Actuals	2025 Budget	Remaining 2025 Budget	Remaining % of 2025 Budget
71600 Special Events	0.00	600.00	600.00	100.00%
71700 Publicity & Advertising	5,451.31	10,000.00	4,548.69	45.49%
Total 3 Ministry Programs	8,784.35	29,737.00	20,952.65	70.46%
4 Admin Expenses				
80100 Office Supplies	3,895.64	3,200.00	-695.64	-21.74%
80200 Postage	484.84	820.00	335.16	40.87%
80505 Rentals - Water unit & Misc	3,210.70	6,000.00	2,789.30	46.49%
80600 Software & Licensing Fees	15,536.59	27,620.00	12,083.41	43.75%
80800 Kitchen & Janitorial Supplies	784.23	2,000.00	1,215.77	60.79%
80900 Background Checks	25.50	150.00	124.50	83.00%
81000 Misc.Admin & Bank Expenses	254.42	800.00	545.58	68.20%
81025 Name Tags	386.20	0.00	-386.20	0.00%
81030 Staff Meeting Expenses	1,390.47	0.00	-1,390.47	0.00%
82000 Costs of Disaffiliation	0.00	0.00	0.00	0.00%
Total 4 Admin Expenses	25,968.59	40,590.00	14,621.41	36.02%
5 Property Expenses				
90100 Church Utilities	25,842.28	53,875.00	28,032.72	52.03%
90110 Communications	2,839.00	8,000.00	5,161.00	64.51%
90300 General Property Maintenance	8,090.96	5,000.00	-3,090.96	-61.82%
90310 Janitorial Services	16,734.00	15,200.00	-1,534.00	-10.09%
90330 Grounds & Pest - All Properties	390.97	7,350.00	6,959.03	94.68%
90430 AC Servicing	6,705.82	7,312.00	606.18	8.29%
90500 Insurance / Trailer Registration	28,469.24	51,295.00	22,825.76	44.50%
90600 Horizon House Utilities	1,471.61	4,312.00	2,840.39	65.87%
90700 Trustee Maintenance Reserve	7,750.00	8,000.00	250.00	3.13%
Total 5 Property Expenses	98,293.88	160,344.00	62,050.12	38.70%
Payroll Expenses				
Wages	0.00	0.00	0.00	0.00%
Total Payroll Expenses	0.00	0.00	0.00	0.00%
Unapplied Cash Bill Payment Expenditure	0.00	0.00	0.00	0.00%
Total Expenditures	340,092.24	610,183.00	270,090.76	44.26%
Net Operating Revenue	16,494.12	-68,335.00		
Net Revenue	16,494.12	-68,335.00		

Cash vs Liabilities Recap			
	Reporting Period(s):	Jan - Jul 2025	
First Texas Bank - Primary Account	\$ 68,226.59	Prepaid Pledges (31257)	\$ 27,948.15
First Texas Bank - Debit Card Account	\$ 1,053.54	Prepaid Pledges Distributed	\$ (13,800.00)
TMF - #2594 AM Unrestricted (10600) *	\$ 115,345.83	Prepaid Pledges Balance	\$ 14,148.15
TMF - #2594-002 AM Unrestricted / CD (10600) *	\$ 200,230.14		
* includes interest			
Total Cash	\$ 384,856.10		
Designated Funds		PPP Funds Available (31252)	\$ -
Total Liabilities	\$ (138,419.52)		
Total Cash on Hand	\$ 246,436.58	TMF - #2107 MLF Memorial (10500) *	\$ 110,528.50
		* includes interest	

Designated Fund Summary
St. John's Methodist Church
(as of July 31, 2025)

Account #	Full name	Type	Total balance
31110	Adult - Crafters	Other Current Liabilities	-1,846.05
31112	Adult - Home Builders Sunday School	Other Current Liabilities	-560.80
31113	Adult - Emmaus Support	Other Current Liabilities	-173.00
31115	Adult - ESL Ministry	Other Current Liabilities	-560.00
31117	Adult - Faithful Sisters	Other Current Liabilities	-421.27
31120	Adult - Harvest Fest Reserve	Other Current Liabilities	-1,440.98
31121	Adult - Old Fashioned Christmas Dinner	Other Current Liabilities	-1,466.71
31122	Adult - Seekers Sunday School	Other Current Liabilities	-3,394.31
31123	Adult - TRIPS (deleted)	Other Current Liabilities	0.00
31124	Adult - Come Home For Christmas	Other Current Liabilities	-1,313.99
31143	Adult - Prayer Team	Other Current Liabilities	-15.73
31145	Adult - SS Literature Fund	Other Current Liabilities	-809.96
31155	Adult - Stephen Ministry	Other Current Liabilities	-432.41
31160	Adult - Wesley Value Meal Reserve	Other Current Liabilities	-9,942.35
31170	Adult - Women's Ministries	Other Current Liabilities	-34.37
31180	Adult - SS New Beginnings Class	Other Current Liabilities	-2,637.81
31190	Adult - SS Lighthouse (deleted)	Other Current Liabilities	0.00
31192	Adult - Methodist Women	Other Current Liabilities	-8,869.25
31195	Adult - Methodist Men	Other Current Liabilities	-18,850.11
31197	Adult - Hebrews Coffee Hour	Other Current Liabilities	-776.03
31200	Children's - Confirmation Project	Other Current Liabilities	-247.45
31219	Children's - Mission Offerings	Other Current Liabilities	-1,157.81
31220	Children's - Nursery	Other Current Liabilities	-34.94
31224	Children's - MOPS (deleted)	Other Current Liabilities	0.00
31225	Children's - Tech & Video Upgrade (deleted)	Other Current Liabilities	0.00
31230	Children's- Unstated Fund	Other Current Liabilities	-239.98
31236	Children's- SUMMER CAMP	Other Current Liabilities	-777.69
31237	Children's- Playground Cover	Other Current Liabilities	-1,200.00
31238	Children's/Youth Camps	Other Current Liabilities	-4,422.28
31240	Family Ministry	Other Current Liabilities	-1,778.36
31245	Family - Pregnancy Help Center	Other Current Liabilities	-20.00
31251	Finance - Benevolence & Ministries	Other Current Liabilities	-3,039.97
31252	Finance - PPP Fund (deleted)	Other Current Liabilities	0.00
31255	Finance - Cemetery Holding Fund	Other Current Liabilities	-10.00
31256	Finance - Funeral Services	Other Current Liabilities	-317.49
31257	Finance - Prepaid Pledges	Other Current Liabilities	-14,148.15
31258	FINANCE - Seasonal Fundraisers	Other Current Liabilities	-83.89
31259	SPRC - Staff LOVE Offering	Other Current Liabilities	-7,986.18
31260	SPRC - Pastor Moving Costs	Other Current Liabilities	3,087.96

Account #	Full name	Type	Total balance
31262	Church - Special Events	Other Current Liabilities	-25.70
31270	Gospel Guys	Other Current Liabilities	-332.00
31280	Memorials - Bereavement Fund	Other Current Liabilities	0.00
31282	Missions - Special Offerings	Other Current Liabilities	-1,279.48
31283	Missions - Bus/Van Fund	Other Current Liabilities	-1,000.00
31284	Missions - STJ Food Pantry/Grocery Help (deleted)	Other Current Liabilities	0.00
31285	Missions - Helping Hands-Food	Other Current Liabilities	-113.85
31286	Missions - Community Support	Other Current Liabilities	-1,052.41
31287	Missions - Homeless Min - CUTB (deleted)	Other Current Liabilities	0.00
31288	Missions - Youth Agape Meal	Other Current Liabilities	0.00
31289	Missions - Kairos	Other Current Liabilities	-370.00
31290	Missions - Laundry Love	Other Current Liabilities	0.00
31291	Missions - Prayer Shawl Ministry	Other Current Liabilities	-1,131.05
31292	Missions - Prayer Team	Other Current Liabilities	-191.95
31310	Missions - Nicaragua (deleted)	Other Current Liabilities	0.00
31315	Missions - Sager Brown (deleted)	Other Current Liabilities	0.00
31320	Missions - Unstated	Other Current Liabilities	-1,903.43
31330	Missions - Spring Fundraiser Clearing (deleted)	Other Current Liabilities	0.00
31358	Trustees- General Fund	Other Current Liabilities	-6,136.02
31358.1	Trustees- General Fund:Trustees - Cap Imp - WVM	Other Current Liabilities	-646.80
31359	Trustees - Software Purchase (deleted)	Other Current Liabilities	0.00
31360	Trustees - Property Purchase / Debt Svc.	Other Current Liabilities	-11,450.00
31368	Trustees - Parking Lot Repairs	Other Current Liabilities	0.00
31371	Trustees - Parsonage Income/Expenses	Other Current Liabilities	0.00
31379	Trustees - Landscape	Other Current Liabilities	0.00
31403	Trustees - Wedding Cer/ BLDG Use (deleted)	Other Current Liabilities	0.00
31405	Worship / Music - Prepaid (deleted)	Other Current Liabilities	0.00
31410	Worship/Music - Handbell Equip / Access	Other Current Liabilities	-427.00
31420	Worship/Music - Heritage Committee	Other Current Liabilities	-1,598.57
31430	Worship/Music - Lillies /Poinsettias	Other Current Liabilities	-45.00
31435	Worship Comm - Unstated	Other Current Liabilities	0.00
31443	Worship/Drama - Players, St. John's	Other Current Liabilities	-500.00
31444	Worship/Music - TECH upgrades	Other Current Liabilities	-557.06
31445	Worship/Music - Contemporary	Other Current Liabilities	-1,592.88
31446	Worship/Evangelism Committee	Other Current Liabilities	-939.00
31447	Music/Drama -SUMMER CAMP	Other Current Liabilities	-237.51
31448	Music - Unrestricted	Other Current Liabilities	-3,197.30
31460	Youth - Mission Trips- Jr & Sr	Other Current Liabilities	-1,215.15
31480	Youth - Unstated	Other Current Liabilities	-16,556.00

-138,419.52

[illegible]

Texas Methodist Foundation Investment Accounts

Account #2594 - AM Unrest			Account #2017 - M-L Mem		
2024 Beginning Balance		309,506.99	2024 Beginning Balance		108,366.58
2024 Monthly Interest			2024 Monthly Interest		
Jan	393.23	309,900.22	Jan	137.68	108,504.26
Feb	368.32	310,268.54	Feb	128.96	108,633.22
Mar	394.19	310,662.73	Mar	138.02	108,771.24
Apr	381.96	311,044.69	Apr	133.74	108,904.98
May	395.18	311,439.87	May	138.36	109,043.34
Jun	382.92	311,822.79	Jun	134.07	109,177.41
Jul	396.17	312,218.96	Jul	138.71	109,316.12
Aug	396.67	312,615.63	Aug	138.89	109,455.01
Sep	384.36	312,999.99	Sep	134.58	109,589.59
Oct	291.62	313,291.61	Oct	102.10	109,691.69
Nov	282.48	313,574.09	Nov	98.90	109,790.59
Dec	265.60	313,839.69	Dec	92.99	109,883.58
Interest Earned		4,332.70	Interest Earned		1,517.00
		313,839.69			109,883.58

Account #2594-002 - AM Unrest		Account #2594-002 - AM Unrest	
July 2025 Beginning Balance		200,000.00	
Monthly CD Interest			
Jan			
Feb			
Mar			
Apr			
May			
Jun			
Jul	230.14	200,230.14	
Aug		200,230.14	
Sep		200,230.14	
Oct		200,230.14	
Nov		200,230.14	
Dec		200,230.14	
Interest Earned		230.14	

2025 Monthly Interest		2025 Monthly Interest	
Jan		Jan	79.33
Feb		Feb	71.70
Mar		Mar	79.44
Apr		Apr	76.93
May		May	79.55
Jun		Jun	77.04
Jul		Jul	180.93
Aug		Aug	
Sep		Sep	
Oct		Oct	
Nov		Nov	
Dec		Dec	
Interest Earned		644.92	

Account #2594 - AM Unrest		Account #2594 - AM Unrest	
2025 Monthly Interest		2025 Monthly Interest	
Jan	226.57	313,839.69	
Feb	204.79	314,066.26	
Mar	226.88	314,271.05	
Apr	219.72	314,497.93	
May	227.20	314,717.65	
Jun	220.03	315,164.88	
Jul		115,164.88	
Jul	180.95	115,345.83	
Aug		115,345.83	
Sep		115,345.83	
Oct		115,345.83	
Nov		115,345.83	
Dec		115,345.83	
Interest Earned		1,506.14	

* \$200,000.00 moved to 2594-002

Accrued Interest to Date

2024	1,517.00
2025	644.92
Total	2,161.92

CD Accrued Interest to Date

2025	230.14
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Accrued Interest to Date

2024	4,332.70
2025	1,506.14
Total	5,838.84