

**PRINCE OF PEACE**

**Council Meeting Agenda 9/12/2023**

**THIS IS A IN-PERSON MEETING.**

**<https://us02web.zoom.us/j/82438544004?pwd=NGk4NUtBWIVvMDV0TEZsY1FmdmNkQT09>**

**Call to Order- 7:30pm**

**Devotion/Prayer—Pam**

**Secretary for June Meeting: Bill**

**Devotion for Oct Meeting:**

**Secretary for Oct meeting:**

**Call for New Business/Additions to Agenda:**

**July/Aug Financial Review:**

**Pastor Steve Report:**

**Preparation for Annual meeting:**

**Nominating Committee (Kwame Mensah, Helen Griffith, Dan Gibson**

**Budget:**

**Update on solar panels: Laura**

**Fall Event Update: Pam**

**Next Feast Project: Chuck**

**Church Directory: Sherry**

**Adjourn and closing with the Lord's Prayer**

# Council Meeting

July 11, 2023

- Call to Order: 7:30pm
- Lauren shared devotion and prayer
- No August meeting
- Assigned devotion for Sept meeting – Pam
- Assigned Secretary for Sept meeting – Bill
- New Business
  - Pam suggested cleaning the Fellowship Hall and hallway floors (stripped, waxed, etc.)
    - Expense to add
  - Discussing new cleaning crew
- June Financial Review
  - See Terry's Financial report
  - We are at mid-year-level giving similar to last year
- Pastor Steve Report
  - See Pastor Steve's report
- Update on VBS
  - Decorating/Setup continues
  - Starts on Sunday, July 16
  - Est 8 kids and 14 adults so far
- Yard Sale Update
  - Lessons Learned meeting scheduled for tomorrow, July 12
- Solar Panels
  - No update this month
- Fall Events
  - Fall Festival – proposed for Oct. 14 (tentative)
    - Need volunteers/team
    - Requesting artisans/vendors
    - Announcement forthcoming
- Next Feast Fund Project
  - Bathroom renovations
  - Committee has been formed
  - Chuck will initiate meeting to start discussion
- Church Directory
  - Sherry inquired whether we should update the Church Member Directory
  - Pastor mentioned we have not had an updated one since pre-Covid
  - Announcement to be inserted into bulletin
    - Opportunity for members to update picture and contact info
- Adjourn and closing with the Lord's Prayer

## Senior Pastor Report – September 12, 2023

Although many people think of summer as a slow time at church, lots of exciting things happened at Prince of Peace in the two months since we last met.

First, we held Vacation Bible School in a new way. We met on the evenings of July 16-20, and included dinner with that event. We had about 12 kids participating in the kids classes, but we also held an adult class, which I led. Adult attendance was really good – we had between 14-21 adults each night. Including dinner really helped with the overall great mood, and I'm considering how we might use a format like this for future adult studies.

From June 22 – July 1, members of Prince of Peace joined with other folks from Haven Universe for a mission trip to Honduras. They will present on their trip and work on Sunday, October 1. This will also be an opportunity for PoP members to learn how they can support and/or participate in the Honduras trip in 2024.

In August, we supported Mar-Lu Ridge's Capital Campaign, including on Sunday, August 6, when PoP youth who attended and worked at Mar-Lu Ridge made a presentation, and on Sunday, August 13 when executive camp director, Sarah Lefler was with us. We also presented Sarah Lefler with a check for about \$4500, which represents half of this year's Yard Sale proceeds, plus the "Mar-Lu Rita" fundraiser from our Cinco de Mayo Party. Later this month, Jamie Pflasterer is going to remind PoP folks about the Campaign.

Prince of Peace members were also major contributors to this year's annual Interfaith 5K, which was held on Labor Day. Beneficiaries of that event include Gaithersburg HELP.

As we begin September, the Social Justice Ministry team has organized a "God's Work Our Hands" event to renew and refresh our building and property. Already, great work has been done with painting, weeding and cleaning. This work will probably continue into the fall, as there's a lot to do. So, if you didn't get a chance to help out on September 10 (or even if you did!), check out the continuing opportunities to help.

Also as we move into the fall, Sunday School and Confirmation are starting up again. This year, Sunday School will be held following the worship service, from 11-11:50 am. Confirmation also began again on September 10, with 14 students between the first and second year groups. We also have 9 kids preparing for Confirmation at the end of October. Council will get a chance to listen to their Faith Statements on October 17 & 18.

One new event being planned for next month is a Fall Festival, begin organized by the Fellowship Team. It will be a community outreach event held here on Saturday, October 14 from 8 am – 2 pm. That Saturday is also our "Second Saturday Worship", and on that Saturday we will hold our annual Blessing of Pets as part of the Saturday service.

Finally, below are parish register updates.

**Parish Register Updates:**

Remove from Rolls:

Gary & Gina Linton – trans to St. Mark's (ELCA), Asheville, NC

Respectfully submitted,  
Pastor Steve

## **Monthly Financial Summary – July 2023**

### **Statement of Activities**

#### **Contributions**

July continued our trend of revenues in the \$20 - \$25K range. Total revenue for July was \$23,342 against a plan of \$25,793, a shortfall of \$2,451.

#### **Expenses**

Total expenses were \$16,559 against a plan of \$27,696, under planned expenses by \$11,137, and under our total revenues by \$6,782. The disparities from plan amount to some normal expenses being postponed due to summer travel plans that precluded input. There were no exceptional expenses in July and no benevolence payments were made.

#### **Surplus**

We did swing to a surplus in July, although it might be transitory. The low expense payout in July allowed the income to expense ratio to go from a negative \$(1,070) the end of June to a positive \$5,762 at the end of July.

#### **Fund Balance Report**

The General Operating Fund stands at \$122,009 an increase of \$6,782 from June. The Building Fund had total receipts of \$349, no disbursements, and an ending balance of \$160,184. The Debt Reduction Fund was unchanged at \$1,000. The Feast Fund had contributions of \$2,055, no disbursements, and an ending balance of \$28,115. Total revenues/contributions/transfers to all funds from all sources were \$30,231. All other Fund Balances are positive and in good standing.

#### **Cash Activity Report**

The adjusted beginning cash balance on July 1, 2023 was \$390,780 and the ending balance was \$402,393 as of July 31, 2023, an increase of \$11,613 from the end of June 2023. The increase is due primarily to lower than planned expenses and contributions we received on behalf of the Interfaith 5K.

Respectfully submitted,

TJ Forish, CPA  
MD Lic. No. 32759

## **Monthly Financial Summary – August 2023**

### **Statement of Activities**

#### **Contributions**

A historic slow revenue month, coupled with expense catch-up from July made for a pretty dismal August. Total revenue for July was \$19,661 against a plan of \$25,768, a shortfall of \$6,107.

#### **Expenses**

Total expenses were \$32,253 against a plan of \$27,696, over planned expenses by \$4,557, and also over our total revenues by \$12,591. As noted above, expenses were high in part due to catch-up work from July. There were no exceptional expenses in July and benevolence payments totaling \$2,526 were made.

#### **Deficit**

As predicted, our surplus from July was indeed, elusive. The \$5,762 surplus from the end of July has now swung back to a deficit of \$6,829 at the end of August.

#### **Fund Balance Report**

The General Operating Fund stands at \$109,417 a decrease of \$12,592 from July. The Building Fund had total receipts of \$318, no disbursements, and an ending balance of \$160,503. The Debt Reduction Fund was unchanged at \$1,000. The Feast Fund had contributions of \$1,745, a disbursement of \$169, and an ending balance of \$29,690. Total revenues/contributions/transfers to all funds from all sources were \$27,254. All other Fund Balances are positive and in good standing.

#### **Cash Activity Report**

The adjusted beginning cash balance on August 1, 2023 was \$402,485 and the ending balance was \$392,847 as of August 31, 2023, a decrease of \$9,639 from the end of July 2023. The reason for the decrease is documented above.

Respectfully submitted,

TJ Forish, CPA  
MD Lic. No. 32759

## Monthly Actual Contributions Percentages

Q1	Actual Annual Contributions	January		February		March		Quarterly % of Contributions		Jan - Mar 25% of Year	Quarter Total	YTD Total
		Wks	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg			
2023	\$295,450	5	\$3,643	6.2%	4	\$5,146	7.0%	4	\$6,091	8.2%	\$63,166	\$63,166
2022	\$294,613	5	\$4,602	7.8%	4	\$5,806	7.9%	4	\$5,991	8.1%	\$70,197	\$70,197
2021	\$320,982	5	\$4,332	6.7%	4	\$5,487	6.8%	4	\$6,192	7.7%	\$68,375	\$68,375
2020	\$339,849	4	\$6,047	7.1%	4	\$8,216	9.7%	5	\$6,739	9.9%	\$90,751	\$90,751
2019	\$374,185	4	\$5,528	5.9%	4	\$5,510	5.9%	5	\$7,550	10.1%	\$81,899	\$81,899
	5 Year Avg		\$4,747	6.7%		\$6,033	7.4%		\$6,570	8.9%	\$74,878	\$74,878

Q2	Actual Annual Contributions	April		May		June		Quarterly % of Contributions		Jan - June 50% of Year	Quarter Total	YTD Total
		Wks	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg			
2023	\$295,450	5	\$7,175	12.1%	4	\$7,062	9.6%	4	\$5,554	7.5%	\$86,337	\$149,502
2022	\$294,613	4	\$7,833	10.6%	5	\$4,606	7.8%	4	\$6,113	8.3%	\$78,814	\$149,011
2021	\$320,982	4	\$8,047	10.0%	5	\$5,861	9.1%	4	\$6,341	7.9%	\$86,855	\$155,230
2020	\$339,849	4	\$6,449	7.6%	5	\$5,973	8.8%	4	\$6,590	7.8%	\$82,020	\$172,771
2019	\$374,185	4	\$7,670	8.2%	4	\$7,489	8.0%	5	\$5,721	7.6%	\$89,243	\$171,142
	5 Year Avg		\$7,422	9.6%		\$6,104	8.6%		\$6,047	7.8%	\$84,654	\$159,531

Q3	Actual Annual Contributions	July		August		September		Quarterly % of Contributions		Jan - Sept 75% of Year	Quarter Total	YTD Total
		Wks	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg			
2023	\$295,450	5	\$4,473	7.6%	4	\$4,743	6.4%	4	\$0	0.0%	\$41,336	\$190,838
2022	\$294,613	4	\$5,906	8.0%	5	\$3,369	5.7%	4	\$5,132	7.0%	\$60,995	\$210,006
2021	\$320,982	4	\$6,203	7.7%	5	\$5,061	7.9%	4	\$5,949	7.4%	\$73,913	\$229,143
2020	\$339,849	4	\$5,709	6.7%	5	\$5,407	8.0%	4	\$6,211	7.3%	\$74,713	\$247,484
2019	\$374,185	4	\$6,173	6.6%	4	\$5,171	5.5%	5	\$5,930	7.9%	\$75,026	\$246,167
	5 Year Avg		\$5,635	7.3%		\$4,732	6.7%		\$5,813	7.6%	\$65,196	\$224,728

Q4	Actual Annual Contributions	October		November		December		Quarterly % of Contributions		Jan - Dec 100% of Year	Quarter Total	YTD Total
		Wks	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg			
2023	\$295,450	5	\$0	0.0%	4	\$0	0.0%	5	\$0	0.0%	\$0	\$190,838
2022	\$294,613	5	\$4,575	7.8%	4	\$6,407	8.7%	4	\$9,026	12.3%	\$84,607	\$294,613
2021	\$320,982	5	\$6,071	9.5%	4	\$5,601	7.0%	4	\$9,770	12.2%	\$91,839	\$320,982
2020	\$339,849	4	\$5,700	6.7%	5	\$5,303	7.8%	4	\$10,763	12.7%	\$92,365	\$339,849
2019	\$374,185	4	\$6,243	6.7%	4	\$6,444	6.9%	5	\$15,454	20.6%	\$128,017	\$374,185
	5 Year Avg		\$5,611	7.8%		\$5,901	7.7%		\$11,500	15.0%	\$79,366	\$304,093

Notes:  
% of Actual Contributions for current year are estimates based on "Expected" Annual Contributions for current year

Accounts Included:	YTD	Curr. Month
Current Income	\$18,802.40	
Lenten Offering	\$0.00	
Benevolence	\$40.00	
Undesignated Income	\$0.00	
Vanco Offset Processing Fee	\$0.00	
Flower Income	\$120.00	
Initial Envelopes	\$10.00	
	<b>\$18,972.40</b>	