

**Administrative Ministry Team
Report To
Providence Presbytery
May 23, 2010**

For Information:

1. As of March 31, 2010, the churches were giving at 18.91% of their benevolence acceptances (which is 6.09% behind). At this time in 2009 they were at 16.67%, so the churches of Providence Presbytery giving to Mission Partnership Funds is almost 2.25% better than it was at this time last year. **(See Appendix 11 & 12)**
2. As of March 31, 2010, Bethelwoods had received 12.89% of their budgeted income, and spent 15.99% of their budgeted expenses. The end result is that Bethelwoods' expenses exceeded its income by \$16,516.98. **(See Appendix 13)**

Listed below is a financial comparison of Bethelwoods first quarter 2009 to 2010.

	2010		2009	
	<u>\$ Amt Received</u>	<u>% Of Budget</u>	<u>\$ Amt Received</u>	<u>% Of Budget</u>
Income Received	68,654.03	12.89%	89,410.66	16.00%
Expenses Expended	85,171.01	15.99%	98,698.01	17.68%

A sub-committee composed of members of both the Administrative Ministry Team and the Bethelwoods Ministry Team has been appointed to meet and discuss Bethelwoods finances - concerns, goals, and strategies. The committee consists of Mark Verdery - General Presbyter/Stated Clerk, Keith Newman - Associate Presbyter for Camp & Conference Ministry, Ken Bickett - Moderator Bethelwoods Ministry Team, Rose Lemmons-Berry - Business Administrator for Providence Presbytery, Peter Loxterman - Moderator Administrative Ministry Team, and Murray White - member Administrative Ministry Team.

The committee met on Monday, April 27, 2010 and reviewed the 2010 first quarter finances. The committee decided to meet on a quarterly basis to review Bethelwoods finances. The next meeting is scheduled for July 20, 2010 at 4:00 p.m. at Bethelwoods.

3. Overall, during the first quarter of 2010 the Presbytery has received 20.73% of its income budget and has expended 20.76% of its expense budget.

During the first quarter of 2009, the Presbytery had received 20.44% of its income budget and expended 19.74% of its expense budget.

4. The Administrative Ministry Team recommended to the Council that beginning in 2011, the Stated Spring meeting of Providence Presbytery, which is usually held in May, be moved to June to create a better time frame to do the budgeting process and present an asking budget to the Presbytery. The Administrative Ministry Team felt strongly that the Proposed Narrative Budget (with rationale) should accompany the requested Mission Partnership Askings from the churches. The Askings from the churches has typically been presented at the Stated Spring meeting. The Administrative Ministry Team further recommended to the Council to do an assessment of where we are and reaffirm foundation aspects of our mission statement and our emphases. The current mission discernment document time frame expires at the end of 2010.

5. The stewardship materials for 2011, including the Stewardship Booklet, "How Our Mission Moves Forward: Equipping, Supporting, and Connecting Congregations" will be handed out at the August 15, 2010 Called Presbytery Meeting.
6. The Administrative Ministry Team's Stewardship Sub-Committee met with Presbyterian Foundation Development Officer, Dale LeCount on March 23, 2010 to discuss the two designated reserve funds the Presbytery currently has with the Foundation. These reserve funds are in the Balanced Growth Fund, which is 60% stock and 40% bonds.

When the stock market fell after 2001, the funds went down 38% but are currently up by 30%. The Administrative Ministry Team recommended to the Educating & Equipping Ministry Team to schedule a workshop on Annuities & Investing at the E3 Event. This workshop will be led by Dale LeCount of the Presbyterian Foundation.

7. Reverend Mark Verdery, Reverend Dan Holloway, and Rose Lemmons-Berry attended the 2010 Board of Pensions Conference. There could possibly be big changes happening to the medical side of the BOP coverage starting in 2011 - 2014 because of the new federal Health Care Bill. More information about these changes will be sent out from the Board of Pensions to the congregations in the near future.
8. For Your Information, the following reports are enclosed:
2010 Church Mission Partnership Acceptance Benevolence Giving Y-T-D (**See Appendix 11**)
2010 Income Summary Sheet (**See Appendix 12**).
2010 Summarized Analysis of Revenue & Expenses (**See Appendix 13**).
2010 Summary of Designated Accounts Y-T-D (**See Appendix 14**)
9. The Administrative Ministry Team discussed having a work day at the Presbytery office. The outside of the Presbytery office is in need of painting, new gutters, and some other minor repairs, as well as some sprucing up of the landscaping. Because the 2010 budget is so tight, we are entertaining the possibility of approaching the Providence Carpenters and other groups to see if they may be willing to assist with some of these projects. The Administrative Ministry Team is looking into the cost of the materials and will try to line up volunteers to accomplish this task. Information about this mission opportunity will be sent out to the churches at a later date.

For Action:

1. That Providence Presbytery approve and adopt the Time Line For Budget Preparation Schedule (**See Pages C: 3 & 4**).

This Time Line For Budget Preparation Schedule will be modified slightly for the 2011 budgeting process. As stated in the schedule, the Proposed Narrative Budget (with rationale) will accompany the requested Mission Partnership Askings from the churches. However, both of these documents will be presented at Providence Presbytery's August 15, 2010 Called Meeting for the Presbytery's approval. Beginning in 2012, these documents will be presented at the June Presbytery meeting as outlined in the schedule.