5/20/26 Minutes LOUMC Board Meeting

Present:
Clay Andrew (CA)
Peter Brown (PB)
Bev Cramer (BC)
Ken Kramer (KK)
Kay Lutze (KL)
Wende Milner (WM)
Jake Petrjanos (JP)
Joan Sakaguchi (JS)
Marty Stiven (MS)
Connelly Woody (CW)

Board actions taken between March and May meetings:

1. Approved LOUMC Summer Camp Proposal
2. Approved $3,180 parsonage bathroom change costs
3. Approved 2026 Budget

Action items:

1. CW one page proposal re what rules of endowment should change and what do we bring to charge conference?
2. PB will finalize Expenditure Escalation Policy document. Board members, please send written input
3. CW will redraft gift acceptance policy to reflect CA as point person for gifting
4. CA to ask Alaina to give update on Reconciling process via quick news or service update

Approved Items:

1. We will request the $19,662 (per Connelly) 2025 income from the endowment to be added to the 2026 operating reserve. No dissents

Per Agenda:

I. Finance Report

A. Robust discussion on the topic of budgeting for another $100K shortfall. Nothing definitive was decided however we did approve asking for the 2025 Endowment Income to be sent from Faith Foundation and added to the operating budget.

   Also discussed the necessity of bringing Wade and Susan into the investment management questions and keeping them updated re same.

   1. KK: If there are plannable maintenance expenses for Parsonage/Grounds then he will create a detail sheet for that. If not, then those expenses can remain as a slush number.

B. 2026 Budget vs. Actual

   1. We are keeping track of this manually until Realm or other accounting is on solid ground.
   2. Hoping to have accounting moved to Realm by end of May, more likely June

C. Endowment and Bequest details

   1. We approved using 2025 endowment income for operating budget
   2. The transfer from Bequest/Endowment will be added to Operating Reserve. If we need the funds to make payments it will be added as a credit to the budget at that time.
   3. We need to update the congregation on Endow. Income flow and status of Endow, as well as how money flows generally, where from and where to. Make this part of the conversation in the fall after we decide what needs to go to the charge conference, per action #1 above.

D. Transfer to Charles Schwab
   1. As soon as Realm accounting is working we hope to move all of our checking accounts to Schwab: the Operating Account, the Reserved Assets Account, the Designated Account and the Youth Missions Account.

E. Trustee/Building Reserve

   1. We still need to determine how the Endow. Is apportioned and what rules we need to adjust. This may require a charge conference vote. See Action item #1 above.
   2. No conclusion reached on whether technology is considered under Trustee mgmt

II. Trustee Capital Planning

A. On Google Drive
   1. Capital Planning spreadsheet is on the google drive
   2. KK reports that spending is on track and he will add a column for actual spending

3. JP will send proposed times for a google drive seminar
4. KK sent an email with a good google drive instructional flow sheet

III. Spending Approval Policy - Expenditure and Escalation Policy (to be revisited)

A. Building, grounds, and parsonage

1.1 added “per project total”

1.2 no decision

1.3 KK suggested:

1.3.1 $0-$1,000 no approval

1.3.2 $1,000-$3,000 trustee approval required

1.3.3 >$3,000 full board approval required

B. Other ministeries with approved budgets

1. Considering “heads of ministries manage their budget @ 110% otherwise seek board approval.”

IV. Realm rollout discussion

A. It is rolling….many have signed up

V. Google Drive

A. Jake will offer a tutorial. Date TBD

VI. SPR Update

A. Job descriptions

1. MS and WM report that job descriptions are updated in a draft which Clay will review by end of summer in concert with said employees
2. Proposals re Liz and Choir director still pending due to possible gifting monies

VII. Other items

A. Gifting for capital projects re the kitchen have been proposed to Jon Gice. Will fine tune gifting policy to include CA as point person. See action item #3 above.

B. Reconciling process ongoing. CA will ask Alaina to update via QN or service announcement

C. Fire station rebuild bond passed. There may be an upcoming ask for church parking lot use. Will revisit when and if the ask comes.

D. Local Outreach: CA has breakfast meeting scheduled with Pastor Kwong of Korean Methodist Church