

**Leadership Board Meeting Minutes**  
**First United Methodist Church of Los Alamos, NM**  
**February 27, 2024**

**In Attendance:** Jason Benkoski, Don Casperson, Linda Collier, Valerie Collins, Kim Granzow, Lynn Kluegel, Carol Mead, Paromeeta Nag, Phillip Ortega, Julie Risch, Kathy Siebe, Camille Wescott.

**Absent:** Rev. John Nash.

**Opening Prayer - Phillip**

**A. Spiritual Formation**

1. Don notes that FUMC did a terrific job at the Ecumenical Lenten evening 2/23/24, providing soup and bread for supper, music by First Light, worship leadership by Pastor John and an interesting class by Phillip and Dr. Alicia Justice.
2. Julie is working on the next women's Walk to Emmaus March 21-24 which she is finding enlightening, inspiring, and convicting.
3. Valerie is reading *Live Your Calling: What on Earth am I Here For?* from YouVersion app. It is about living your calling and asking the question "What on earth am I doing here?"
  - a. She notes that giving up something for Lent can be a reminder of the sacrifice Jesus made for us, each time we want what we chose to give up.

**B. Finances**

1. Review Financial report
  - a. There was an approximate \$5000 deficit in total income versus expenditures.
  - b. There were 3 payrolls in January.
2. A new bank account was opened for endowments last week.
  - a. It was opened with the \$5000 previously designated for endowments.
  - b. The funds in the TMF account will be transferred to this account.
    - i. Doing so will allow FUMC to make more profitable investments.
3. IRS
  - a. The IRS has been charging FUMC with a penalty for not paying taxes on salary payments despite our numerous attempts to inform them when and how much tax has been paid each pay period.
  - b. Letters are still being received due to there being an original FMC (Los Alamos) EIN number and a fraudulent FUMC (Los Alamos) EIN number.
  - c. Paromeeta has made spreadsheets from 2020 to the present showing payroll dates and amounts and the corresponding taxes paid each time.
  - d. Ruth Tribou, an accountant in Albuquerque who works with the NM Conference and the IRS, has been sent documents with the details of the payroll and tax transactions.
    - i. She will file the appropriate paper work so that an IRS agent will be assigned to our case as a tax payer's advocate.
  - e. Paromeeta received tax training during February, 2024.
4. 2024 Ministry Spending Plan (2024 Budget)
  - a. The recommendation is to keep category amounts the same as 2023 except for salaries and insurance.
    - i. These amounts are estimates.
    - ii. There was discussion about line 540300 Missions which comes from donations designated as pass throughs for specific missions, not part of the budget."
      - a. This is not related to the mission's budget.
      - b. There is not a line indicating where or how the money is sent out.
        - i. Consequently the final figures for income and expenditures are not accurate.
        - ii. Further consideration and review are needed.
  - b. Several mathematical questions about the values listed under staff ministry need further review.

- c. **Motion:** Jason moved and Lynn second: We will provisionally accept the 2024 Ministry Spending Plan (2024 Budget). Motion passed.

- i. Paromeeta will review the totals on several sections, making corrections as needed.

### C. Endowment Guidelines

1. The document "Guidelines & Policies Governing the Permanent Endowment Fund of the First United Methodist Church – Los Alamos, NM" has not change since the last time it was discussed.
2. The Endowment administration team consists of:
  - a. 3 members of the church who serve 3 year terms and
  - b. 3 ex officio members including: the pastor, church treasurer, and chairperson of the Leadership Board.
3. **Motion:** Camile moved and Lynn second: We accept the Guidelines & Policies Governing the Permanent Endowment Fund of the First United Methodist Church – Los Alamos, NM. Motion Passed.

### D. Parsonage Insurance

1. Church Mutual is the current insurance policy holder. They cover liability if someone is injured while at the parsonage.
  - a. Church Mutual will no longer cover damage at the parsonage and has offered a supplemental policy from AMWINS. The coverage is about half of what Church Mutual provided.
    - i. Church Mutual has dropped the parsonage because the risk of fire is so high.
  - b. AMWINS covers damage by fire, wind storm, lightening, hail, vandalism, and explosions.
    - i. Damage caused by anything else would not be covered.
    - ii. They pay up to 80% of the repair/replacement cost which is about half of the past coverage offered.
    - iii. To avoid a coinsurance penalty, the church must insure the parsonage for at least 80% of the total replacement cost.
  - c. The Church Mutual policy ends 3/1/2024.
  - d. AMWINS supplement is \$4351 and would go into effect on 3/1/2024
2. State Farm – offers coverage for the parsonage at a rental dwelling rate.
  - a. The church owns the parsonage building and the pastor rents it.
    - i. The church does not charge the pastor a rental fee.
  - b. State Farm will cover 100% of the \$800,000 replacement value for the parsonage.
    - i. They cover up to one million dollars for liability and a higher amount can be purchased.
    - ii. Natural disasters and burst pipes are covered.
      - a. Leaks may not be covered.
        1. Julie will check on this.
  - c. If a policy is signed with State Farm the church is locked in for one year.
  - d. The deductible for State Farm is 1% of the repair cost up to \$8000.
    - i. AMWINS at \$4351, costs 2.5 times more than State Farm at \$1724.
3. Pastor John also has his own rental insurance.
4. **Motion:** Kim moved and Camille second – We will accept the insurance for the parsonage offered by State Farm knowing that we can change to a different insurance company next year but insurance for the parsonage is needed now. Motion passed.
5. Julie will complete the actions needed to obtain State Farm insurance tomorrow.
  - a. Lynn will be available to sign the paper work.
6. Detailed information on the coverage will be emailed out and available at next meeting.

### E. Approval of Minutes

1. Motion: Camille moved and Carol second – The minutes are approved as corrected. Motion passed.

### F. Ark - Paint color for hall and class room walls

1. Julie presented paint colors for the education wing halls: 2 variations of white for the upper half of the walls, dark teal for the rail, and light sky blue or gray for the lower half.
  - a. 12" squares of the colors had been painted on the walls in various combinations and locations for viewing by the Leadership Board.

- i. For the halls, the Leadership Board chose “warming white” for the upper section and gray for the lower section of the walls. The rail will be dark teal.



2. Ark Board or teachers will choose class room accent wall colors.

#### **G. Church web site**

1. When the church website is googled, a message says “this web site is not secure.”
2. Lynn will check on it with Julie.
3. It is unknown who set up web site, maintains it, maintains licenses and securities for the general site.
4. There is a service for the finances site.
  - a. It is not possible to go from the public church website to the financial area.

#### **H. Communications to congregation**

1. A note in the Midweek News will indicate that work was done on the budget.

#### **Closing Prayer – Jason**

**Next Meeting:** Tuesday, March 26, 2024, 6:00 pm.

**Reports Due by:** Thursday, March 21, 2024.

Respectfully submitted by Kathy Siebe