



Joining in God's Good Works

A plan for agile administration



Agenda

2019 Vision

Vision Implementation: Where are we?

Story Behind the Budget

Recommendations

Timeline

Questions

2019 Vision Goals

1. Integration of Diversity
2. Transformational Leadership
3. Mutual Enrichment
4. Innovative Technology
5. Effective Communication and Sharing Best Practices

1. Integration of Diversity

Objective: To ensure full diversity in all of its life and work.

Strategies:

1. Manage EAC for diversity with the increase in the number of persons of different ethnicities by 2021
2. Explore feasibility to sponsor “Big Tent Event” by 2021

2. Transformational Leadership

Objective: To equip and empower transformational leadership

Strategies:

1. Researching and sharing resources for transformational leadership by Dec 2020 (email links)
2. Explore synod wide pastor (new and transition) support and development by May 2020.

3. Mutual Enrichment

Objective: To provide mutual enrichment among the leadership of our 16 presbyteries.

Strategies:

1. Provide resources and financial support for state cluster gatherings and for the twice annual leader forum.

4. Innovative Technology

Objective: To use innovative technology to accomplish its purpose

Strategies:

1. Make use of video conferencing whenever appropriate for all synod and committee/commission meetings at the discretion of the chair, effective immediately
2. Use current website and Facebook page to promote current activities and opportunities of synod and its presbyteries, effective immediately

5. Effective Communication and Sharing Best Practices

Objective: To model effective communication and share best practices

Strategies:

1. Explore cost and options for a new website by EAC meeting in May 2020
2. Explore options for sharing best practices through the website, FB, constant contact, RSS feeds, etc. by EAC meeting in May 2020

Behind the Budget

What story are we telling ourselves & our donors?

WHERE YOUR

Treasure

IS

THERE YOUR

Heart

— WILL BE ALSO —

~ MATTHEW 6:21 ~

Budget Compilation 2015-2023

	2015 Budget	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget
SYNOD DIRECT MINISTRIES									
				1,400.00					
Potential NCD's	10,000.00	10,000.00							
1001 New Worshipping Community	10,000.00	10,000.00	12,000.00						
Total NWC	20,000.00	20,000.00	12,000.00						
Racial Ethnic Ministries									
Asian American Ministry									
Korean American Ministry	20,000.00	20,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
Other Asian American Ministry	3,000.00	3,000.00							
African American Ministry	20,000.00	20,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
Hispanic American Ministry	15,000.00	15,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
Total Racial Ethnic Ministry	58,000.00	58,000.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00
Networking Ministries									
Chaplains Network Ministry	5,000.00	5,000.00							
FLAPDAN Support	5,000.00	5,000.00							
Smaller Congregation (ASC)			5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
Total Networking Ministries	10,000.00	10,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
Other Synod Ministries									
New Presbytery EP/GP Mentoring	10,000.00	10,000.00	8,000.00	8,000.00	5,700.00	6,000.00	6,000.00	8,000.00	8,000.00
EP/GP Forum	3,000.00	3,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,500.00	4,500.00
Synod PDA PTC Service Fee	19,915.25	10,800.00							
Synod PDA-PTC Travel	5,000.00	2,000.00							
Resource Center	1,000.00	1,000.00							
Synod Exec Dscrctionary Fund for	5,000.00	5,000.00							
Synod Exec Dscrctionary Fund for			20,000.00	0.00					
Total Other Synod Ministries	43,915.25	31,800.00	32,000.00	12,000.00	9,700.00	10,000.00	10,000.00	12,500.00	12,500.00
Unexpected Ministry & Operation Support	15,000.00	15,000.00							
TOTAL SYNOD DIRECT MINISTRIES	146,915.25	134,800.00	89,000.00	57,000.00	54,700.00	55,000.00	55,000.00	57,500.00	57,500.00

Budget Compilation 2015-2023

	2015 Budget	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget
SYNOD COUNCIL OPERATIONS									
Synod Ecclesiastic Operation									
Synod Stated Meeting	20,000.00	20,000.00	20,000.00	20,000.00	26,000.00	26,000.00	2,600.00	26,000.00	26,000.00
Committee Expenses	12,000.00	12,000.00	8,000.00	6,000.00	10,000.00	7,000.00	700.00	700.00	700.00
Permanent Judicial Commission	5,000.00	8,000.00	8,000.00	3,000.00	1,500.00	5,000.00	5,000.00	5,000.00	5,000.00
Special Task Force Expenses	4,000.00	4,000.00	3,000.00	0.00	0.00				
Presbytery Minutes Review	2,000.00	2,000.00	1,500.00	1,500.00	0.00				
Resource Center									
Moderator's Training	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
EAC Meeting Expense	3,000.00	5,000.00	5,000.00	5,000.00	0.00				
Service Contract			4,000.00	4,000.00	3,874.00				
Yearly Savings for Synod Car			8,000.00	6,000.00	0.00				
Treasurer Travel	2,000.00	2,000.00	2,000.00	1,000.00	0.00				
Synod Transition Team	15,000.00	5,000.00							
Synod Advisor Travel	0.00	2,000.00							
Treasurer Service Fee	12,918.00	13,000.00							
Bookkeeper Service Fee		16,600.00							
Total Ecclesiastic Operation	76,918.00	90,600.00	60,500.00	47,500.00	42,374.00	39,000.00	9,300.00	32,700.00	32,700.00
Office Operation									
Website/Internet	1,500.00	2,000.00	3,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
Rent	18,000.00	22,000.00	24,000.00	12,000.00	11,400.00	11,400.00	12,000.00	12,000.00	12,000.00
Telephone	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	2,100.00	2,100.00
Office Supplies/Operations	12,000.00	12,000.00	10,000.00	8,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
Printing	6,000.00	5,000.00	3,000.00	3,000.00					
Postage/Shipping	2,000.00	1,500.00	1,000.00	1,000.00					
Staff Administrative Travel	2,000.00	2,000.00	2,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
Service Contract	5,000.00	4,000.00				3,874.00	3,874.00	3,600.00	3,600.00
Total Office Operations	50,500.00	52,500.00	47,000.00	31,000.00	23,400.00	27,274.00	27,874.00	25,700.00	25,700.00
Bookkeeper Service Fee			16,600.00	0.00					
Total Service Contract			16,600.00	0.00					
Insurance and Audit									
Insurance	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	6,000.00	6,200.00	7,000.00
Audit	5,500.00	5,500.00	6,500.00	6,500.00	6,250.00	6,250.00	6,700.00	6,700.00	6,700.00
Total Insurance and Audit	10,500.00	10,500.00	11,500.00	11,500.00	11,250.00	11,250.00	12,700.00	12,900.00	13,700.00
TOTAL SYNOD COUNCIL OPERATIONS	137,918.00	153,600.00	135,600.00	90,000.00	77,024.00	77,524.00	49,874.00	71,300.00	72,100.00

Budget Compilation 2015-2023

	2015 Budget	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget
W-2 EMPLOYEE (PERSONNEL)									
Synod Exec/Stated Clerk									
Synod Exec/Stated Clerk Salary	55,200.00	56,400.00	57,528.00	57,528.00	57,528.00	60,352.38	60,352.38	60,352.38	106,000.00
Synod Exec/Stated Clerk Housing	35,100.00	35,900.00	36,618.00	36,618.00	36,618.00	36,618.00	36,618.00	36,618.00	0.00
Synod Exec/Stated Clerk Payroll Tax	6,907.95	7,061.00	7,202.00	7,202.00	7,202.00	7,418.23	7,418.23	7,418.23	8,109.00
Synod Exec/Stated Clerk BOP (Note 2)-36%	31,605.00	32,305.00	34,363.00	36,485.00	36,485.00	38,623.80	38,624.00	38,624.00	41,340.00
Total Synod Exec/Stated Clerk	128,812.95	131,666.00	135,711.00	137,833.00	137,833.00	143,012.41	143,012.61	143,012.61	155,449.00
Synod Exec/SC Professional Expenses									
Synod Exec/Stated Clerk Cont. Ed	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	2,500.00
Synod Exec Travel Meeting Expense	12,000.00	12,000.00	12,000.00	12,000.00	15,000.00	15,000.00	5,000.00	15,000.00	17,000.00
Stated Clerk Travel Meeting Expense	4,500.00	3,000.00	3,000.00	3,000.00	0.00	0.00			
Stated Clerk Technology Expense			2,500.00	0.00	0.00	0.00			
Total Synod Exec/SC Prof Expenses	17,500.00	16,000.00	18,500.00	16,000.00	16,000.00	16,000.00	6,000.00	16,000.00	19,500.00
SE/SC Search/Moving Expenses									20,000.00
Office Admin Expenses									
Office Admin Salary	36,000.00	39,800.00	40,596.00	40,596.00	40,596.00	41,813.88	41,813.88	42,650.16	44,782.67
Office Admin Benefit (Note 2)-25%	7,716.00	8,100.00	9,759.00	10,149.00	10,149.00	10,453.47	10,453.47	10,453.47	10,453.47
Office Admin Payroll Tax	2,754.00	3,045.00	3,106.00	3,106.00	3,106.00	3,198.76	3,198.76	3,262.74	3,425.87
Office Admin Cont. Ed	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,925.00	1,000.00	1,000.00
Total Office Admin	47,470.00	51,945.00	54,461.00	54,851.00	54,851.00	56,466.11	57,391.11	57,366.37	59,662.01
Bookkeeper									
Bookkeeper Salary	0.00	0.00	0.00	16,600.00	16,600.00	17,098.00	17,098.00	17,439.96	18,311.96
Bookkeeper Payroll Tax	0.00	0.00	0.00	1,270.00	1,269.90	1,308.00	1,308.00	1,334.16	1,400.86
Total Office Admin	0.00	0.00	0.00	17,870.00	17,869.90	18,406.00	18,406.00	18,774.12	19,712.82
Accountant/Event Planner									
Accountant/Event Planner Salary	44,800.00	0.00							
Accountant/Event Planner Benefit	10,500.00	0.00							
Accountant/Event Planner Payroll Tax	3,427.20	0.00							
Accountant/Event Planner Cont Ed	1,000.00	0.00							
Total Accountant/Event Planner	59,727.20	0.00							
TOTAL PERSONNEL	253,510.15	199,611.00	208,672.00	226,554.00	226,553.90	233,884.52	224,809.72	235,153.09	274,323.83

“

*For everything there is a season
and a time for every matter under
heaven.*

Ecclesiastes 3:1

”

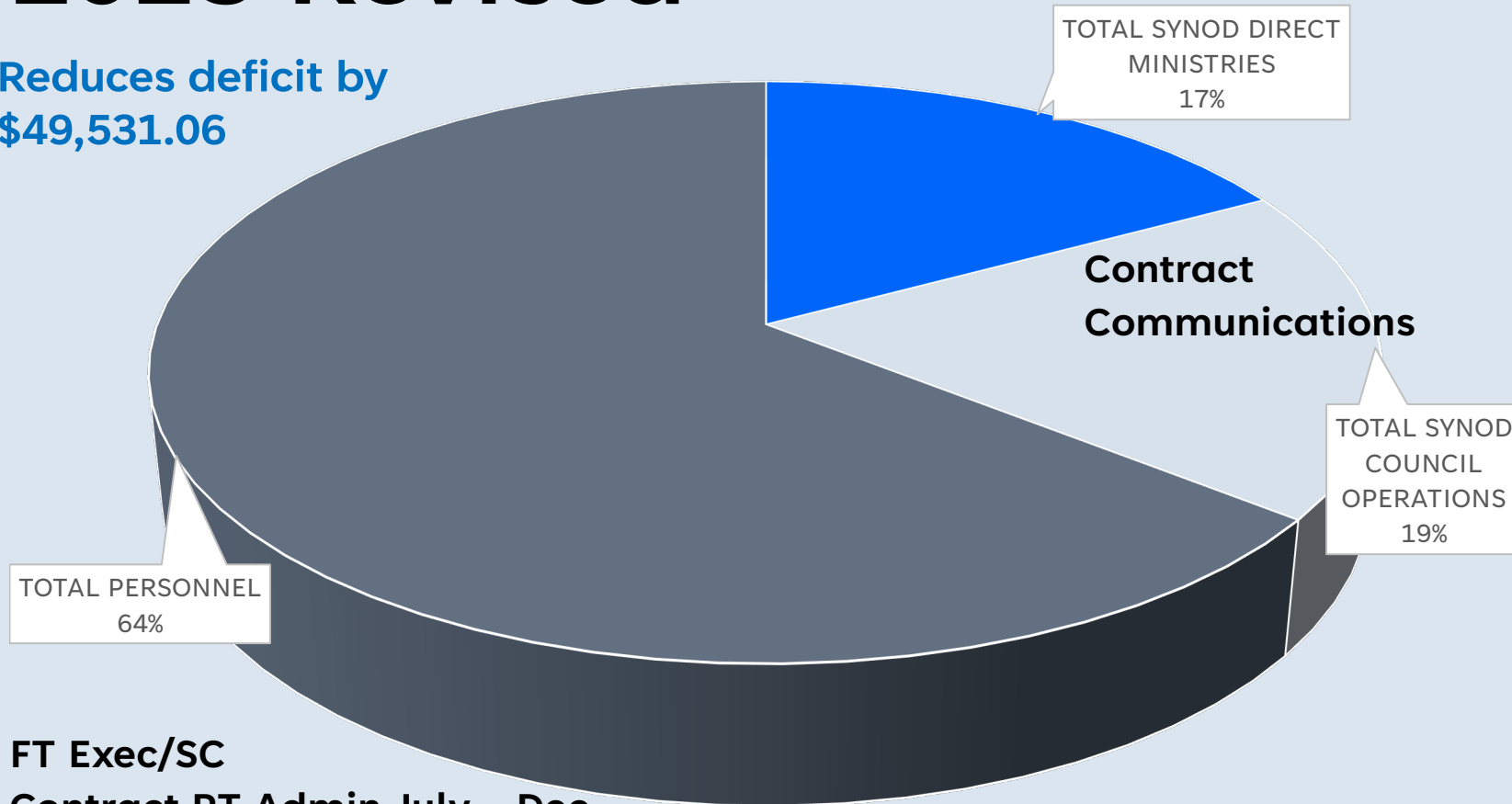
Percentages

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2023*	2024*	2025*
Direct Ministry	27%	28%	21%	15%	15%	15%	17%	16%	14%	25%	25%	24%
Operations	26%	31%	31%	24%	22%	21%	15%	19%	18%	16%	16%	18%
Personnel	47%	41%	48%	61%	63%	64%	68%	65%	68%	59%	59%	58%



2023 Revised*

Reduces deficit by
\$49,531.06



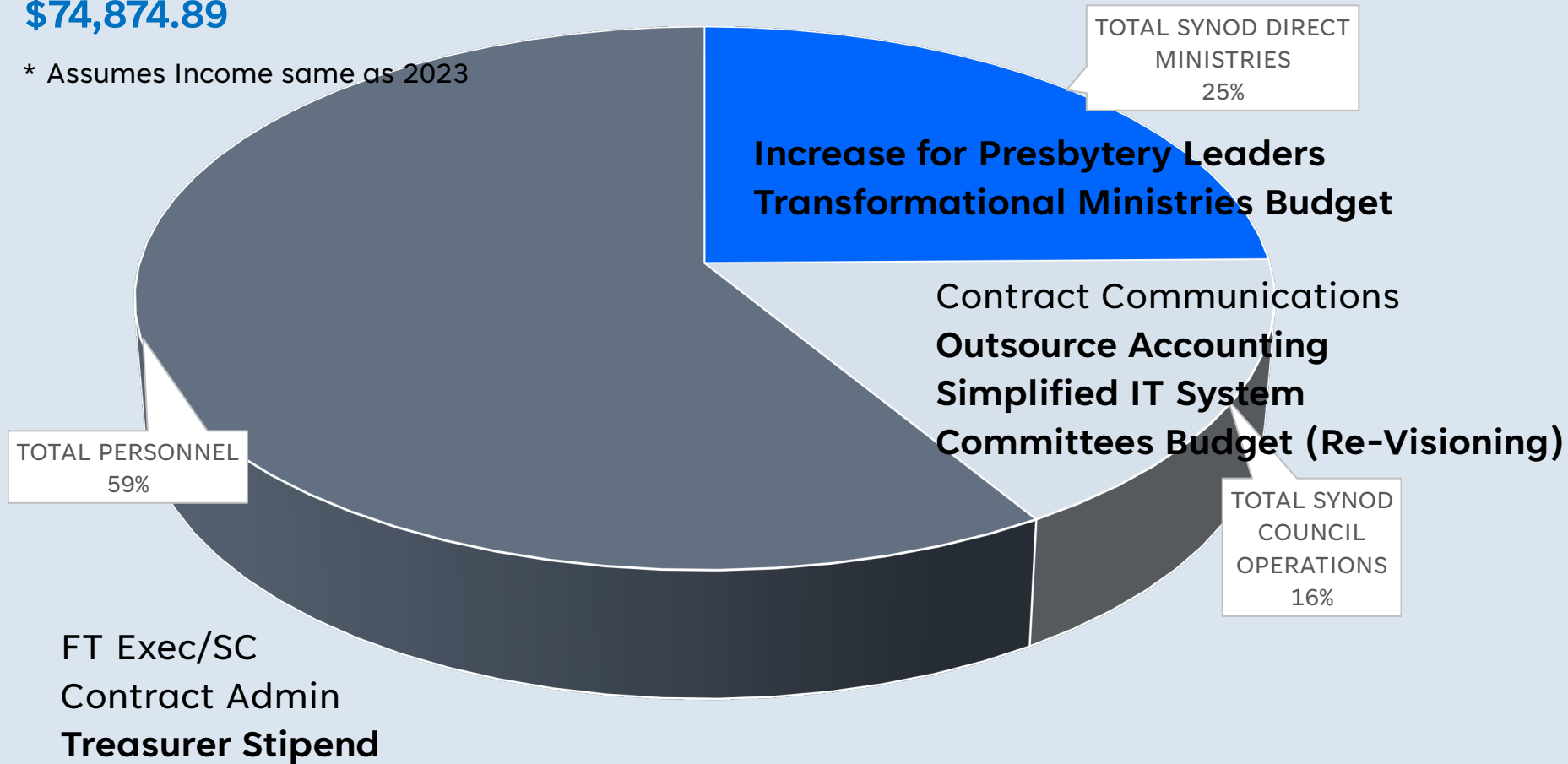
FT Exec/SC
Contract PT Admin July - Dec
PT Bookkeeper
Volunteer Treasurer

* Assumes Income same

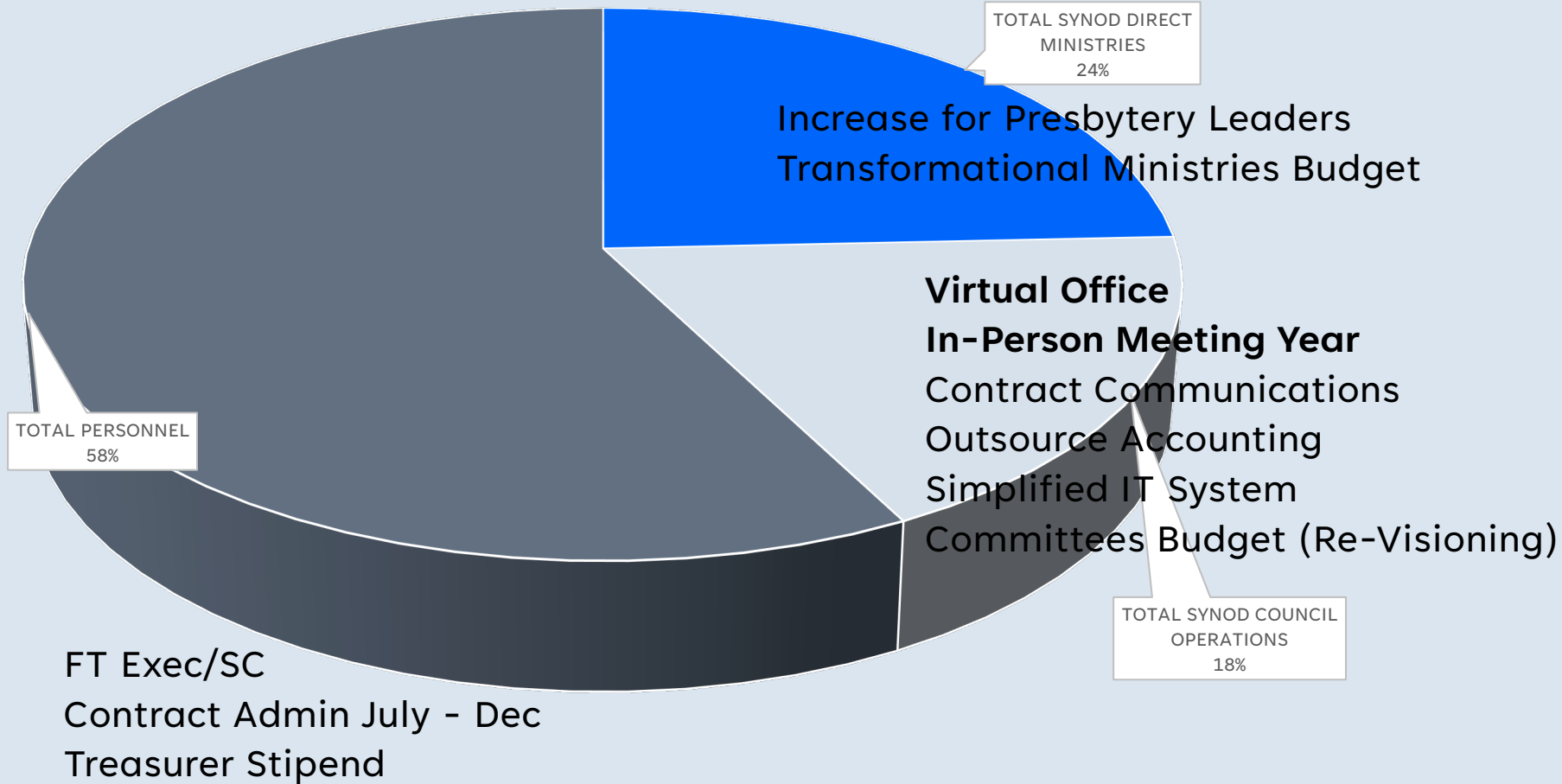
2024*

Reduces deficit by
\$74,874.89

* Assumes Income same as 2023

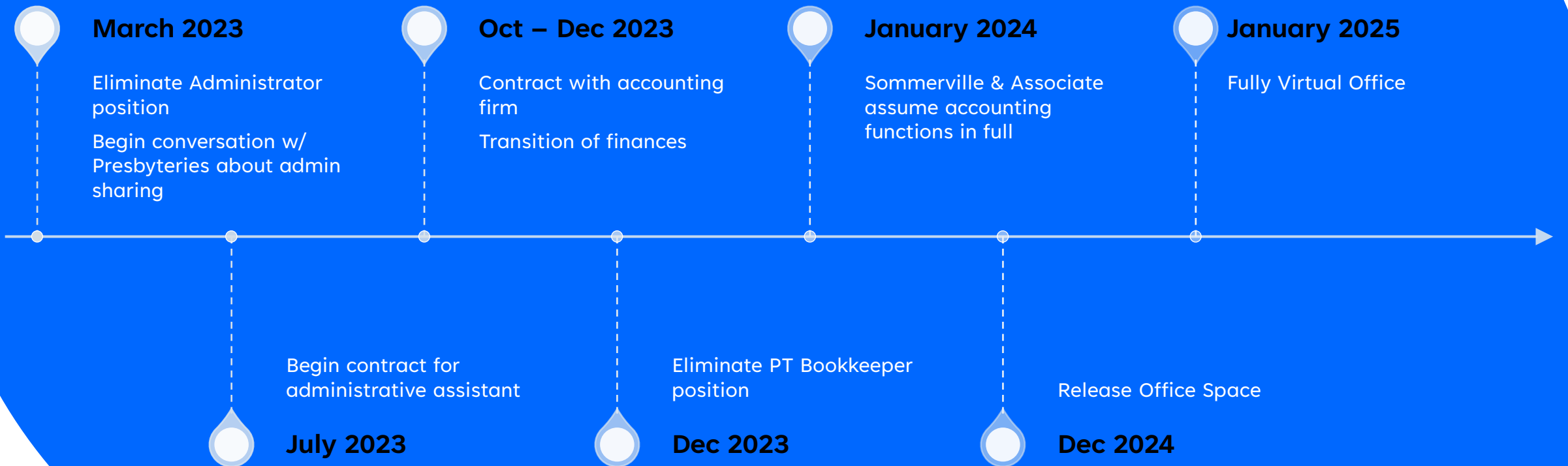


2025*



* Assumes Income same as 2023

Timeline



Questions?

Administration

Elimination of
Administrator position
(ASAP w 3 mos. salary)

Contract w/ Presbytery for
10-15 hours/week
administrative assistant

Work with committees to
get forms/processes online

Accounting

Contract with accounting
firm

Begin transition to new
system 4th qtr 2023

Eliminate PT Bookkeeper
position end of 2023

Fully integrate policies and
procedures 2024

Office

Begin archiving records
2023

Complete move out by
Dec. 31, 2024



Summary

As Synod Executive & Stated Clerk, my only motivation is to help the synod move forward toward the work God has called us to, together.

This plan is a start – a way for us to begin reorienting ourselves toward the future, letting go of the past – not from the lessons learned, but from the mindset that keeps us there.