

center #	team #	Team / Coach	Request	2011 Request Details	2011 Wishlist	2011 Wish List Comments
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2011 BUDGET - DRAFT 3 - For Team Ministry Cabinet Review						
All team ministry coaches (2011 and incoming 2011) please review and provide any comments by phone (984-4653x11) or email (beth@reachteachserve.org) to Beth Roberts by Thursday, December 9. Team Ministry Cabinet Meeting at noon in the multipurpose room on Sunday, December 12. Budget will be discussed, officers for 2011 nominated, and votes will be taken on the budget and officers. This document is also at www.CiceroChristianChurch.org						
		Ministry/Operations Totals	\$739,809		\$4,425,029	
DRAFT 3		Missions Total	\$85,078	11.5% of all general fund income to missions (increased .5%)		
		TOTAL Budget	\$824,887			
12/03/10		weekly goal	\$15,863	2010 approved budget was \$15,869 per week		
Ministry						
I "Evangelism" Mgr: Tim Lueking			\$6,390		\$257,700	
I	17	*Senior Minister Support Materials *budget only, no coach	\$1,250	Resources for sermons / classes, incl sermon illustration and cong take-aways \$1,250		
I	3	*Conferences / Tuition *budget only, no coach / ministry staff only	\$1,050	Did not allow for individual conferences or tuition with the exception of Willow Creek annual membership (\$250) plus four ministers to fall leadership conference at satellite location (\$200x4). Doug will attend Stephens Ministry training to launch new ministry (part of care ministry budget)	\$7,200	Requested continuing education, travel, rental cars, tuition fees not included in budget
I	115	*NEW! Mission 2020 *budget only, no coach	\$250	Promotion of Mission 2020.		
I	1	Evangelism Tim Lueking	\$350	Tracts / resources for congregation and KIP table		
I	5	Kindness in Progress Nancy Reed	\$1,000	Various outreach projects to our community and surrounding areas.	\$250,000	Outreach Center building (construction only? +/-) plus cost of
I	116	NEW! ReStart Ministries Ron Bill	\$1,140	Broadband internet access (\$65x12), Mobile data access (\$30x12). Cash account \$3,370	\$500	laptop computer
I	107	Summit (Wednesday Education, Fellowship) Coordi Tim Lueking	\$500	Resources for classes (\$250); Special Event/Kick off (\$250) sessions: 1/5-3/30 (13 wk); 4/27-5/25 (5); 9/7-11/16 (11)		
I	31	Home Fellowship Ben Radant	\$850	Training (\$200); Bonfire (\$150); Curriculum (\$500).		

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2		"Music & Worship" Mgr: Doug Wiggers	\$13,963		\$4,307	
2	60	Music & Worship Coach: Doug Wiggers; Ass't Brian Swart (team includes Worship Team, Praise Band, Choir, Orchestra, Handbells, Projection, Communion)	\$6,344	Music: worship cong. music (\$240), Choir collections (\$0), choir anthems (\$912), vocal ensembles (\$100), Instrumentals (\$560), Handbell (\$432), Ref Recordings (\$0), Children (\$50), Subscriptions/ Memberships (\$135). Instrument/ Equipment: supplies/repair (\$0), Piano Tuning (\$400), Equip & Storage (\$0), Handbell Repair (\$0). Contract Musicians / Events: Spring Musical (\$75 - donation 11/10 covers most expense); Christmas - choir music (\$480), CDs (\$75), orchestration (\$375), contract musicians (\$500), featured artists (\$0 - free-will offerings). Personnel Support: recruitment (\$0), hospitality (\$0), remembrance (\$0). Operational: copyright (\$500), software/supplies (\$0), projector lamp (\$350); visual arts (\$75). Communion: juice (\$240 plus donation station), cups (\$600), bread (\$225), doilies (\$20). \$5,500 in cash account		
2	63	Adult Drama Coach Doug Wiggers; Ass't Jessica Hendricks	\$0	No budget requested. \$2,700 in cash account.		
2	62	Sound Jeff Hendricks	\$1,750	Countryman E6 wireless mic (\$400); two AT hand-held transmitters - worship team (\$550); batteries (\$50); Equipment repair/replacement (\$750). Cash account \$873, also funds in worship cash account.	\$3,000	Portable all-in-one sound system for use in the shelter and other off-site events. Unit runs off AC or
2	54	Wedding Hostess Lisa Wiggers	\$0	self-supporting		
2	39	Video Recording / Duplication Rod Reed	\$0	\$890 in cash account. No budget requested. Sanctuary projector replacement in computer budget		new sanctuary projector in computer budget
2	to come	NEW! Care Ministry (Stephens Ministry) Coach: Doug Wiggers. <i>Leadership Council:</i> Stephenie Watson, Milissa Turner, JaNell Martz, Connie Leinart, Sherry Roop, Randy Thomas, Lora Harrison, Sara Baker, Megan Allen, Doug Wiggers	\$4,869	Stephen Ministries Enrollment/Lifetime License (\$1,675), Week long leader training in spring in St. Louis for up to 2 team players (\$1,047x2) plus transportation (\$250x2); Training Materials: Leader Manual - (\$200), Team/Minister Training (\$250), Video Collection (\$150)	\$1,307	additional person to conference
2	45	Welcome Ministry Shirley Whisman	\$1,000	bags and trinkets for welcome bags (\$225); replacement order of 1000 imprinted bic clic pens (adsources.com \$775)		
2	46	Ushers Ken Newcom	\$0	no budget needed		

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3		"Youth" Mgr: Chad Allen	\$11,850		\$2,500	
3	111	Youth grades 6-12 & College Age Coach: Chad Allen. <i>Leadership Council:</i> Robbie Ping, Erin Fultz, Jason Razo, Koren Razo, Mike House, Jay St. Peters, Jane Shields, Barb Green, Buck Green, Eric King, Gina McGill, Chad Allen, Chad Hartwick, Jill Francisco	\$10,700	SS Curriculum (\$750); Wed Night Materials (\$1,000); Summer Week Nite Program (\$750); Train Adult/Student Leaders (\$500); Food for events (\$600); Transportation (\$2,000); Youth Promotion (\$300); Gifts (\$300); Ministerial Support (\$600); Retreat (\$650); Band Materials (\$250); College (\$500), Sponsor Conference Scholarships (\$1,250); small group materials (\$450); Family Ministry (\$500); VERTICAL (\$300).	\$2,500	LOFT remodel phase 2 - carpet and other developments
3	108	Prayer Ministry Jody Wallace	\$500	Prayer support and resources (\$500)		
3	11	Prayer Chain (email) Beth Roberts, church office	\$0	no budget needed		
3	100	Great Banquet and Awakening Retreats Chad Allen	\$200	cash account funds used 2010 to install hot water heater to increase the shower temperature to more than 80 degrees for awakening banquet		
3	27	Tomorrow's Future Lori Seaman	\$450	Gifts for ministry to hand out at Easter, Christmas, Mother's Day, Father's Day...		
4		"Early Child & Elem" Mgr: Ben Radant	\$10,875		\$2,001,500	
4	74	*Rainbow Christian Camp Scholarships <i>*budget only, no coach</i>	\$1,600	camp scholarships, church pays half tuition for one session per camper per season. Budget/spent: 2005 \$2000/\$2122; 2006 \$2500/\$1182; 2007 \$1500/\$520; 2009 \$750/\$1892; 2010 \$1750/\$1348	\$1,000	additional camper fees
4	80	Noah's Park (age 0 through 3) JaNell Martz	\$1,425	Baby Dedication (\$100), Snacks & paper goods (\$250), Crafts (\$100), Holiday Treats (\$100), Easter Egg Hunt (\$150), Bonfire (\$50), Sunday School Curriculum (\$375), Second Hour Curriculum (\$300)	\$2,000,000	Children's Ministry Center
4	114	K.I.T. (ages 4, 5 and Kindergarten) Ben Radant	\$2,100	Curriculum: Sunday School (\$450), Wednesday (\$0), KIT (\$1,000); Crafts (\$50); Snacks (\$100); Technology/Room Upgrades (\$200); Resources for Parents/Teachers and Bibles (\$100); Holiday Activities (\$200);		
4	81	Elementary - Grades 1-5 Ben Radant	\$2,800	Curriculum: Sunday School (\$550); Kids Church (\$0), Wednesday (\$400); Class supplies (\$50); service projects (\$200); Technology/Room upgrades (\$600); After school program (\$300 - in development); Activities/Special Events (\$400), Excellence Awards (\$300).	\$500	
4	78	Vacation Bible School Ben Radant	\$2,950	curriculum Galactic Blast (\$250, borrowing from Mephibosheth), decorations (\$900), snacks (\$200), crafts (\$800), volunteer thanks (\$200), games (\$200), Crew Leader ID (\$200), Advertising (\$200)		

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5 "Discipleship" Mgr: Paul Settles			\$1,350		\$0	
5	30	Joy Arama! Vicki McGaw	\$750	Soul'd Out concert/meal April 29 (will also have income from ticket sales, cost for group \$2,000) (\$750); New Year, Rall Weiner Roast, Senior Breakfast		
5	53	Funeral Dinners Judy Settles	\$500	Gifts are sometimes received that help offset the cost of the meal. Budget helps to cover the costs of others. (\$500)		
5	28	Men's Breakfast Chad Hartwick	\$0	self-supporting		
5	21	GriefShare Support Group Shirley Bales	\$0	no expenses		
5	13	Library Marcia House	\$100	book pockets, library cards, book ends, adhesive letters		
6 "Dove Tail" Mgr: Mike Jenkins			\$1,800		\$770	
6	6	*Elders	\$0	self-sustaining and personal contributions		
6	9	Crosslight Christian School board: Lacy McGrew, president; Mike Jenkins, Renee' Kinder, De Carr, Lora Harrison, Heather Hickok, Ray Adler		Self-funding. Projected budget \$359,646 includes daycare and preschool. Kdg not included. Assumes 60 daycare students (max 80) and 20 preschool students (fall, max 44am, 44pm including daycare attenders). EXPENSES Bank Fees (\$78); Field Trips (\$1,760); Supplies: Housekeeping (\$1,926), Classroom (\$1,395), Office (\$930), postage (\$84.00), teaching (\$600); Personnel: New Hire Fees (\$600), Payroll (\$283,680+\$9,119), appreciation (\$75); Food: Delivered (\$17,700); Juice (\$360); Pickup (\$4,800). Transport: Gas (\$410), van (\$886); Tithe (\$34,858); Misc (\$385). INCOME: tuition (\$348,995), registration (\$2,430), lunch bunch (\$2,200), fundraiser (\$1,000), food program (\$9,450), fees (\$340). DEBT owed CCC: as of 11/15/2010: \$65,139.		
6	76	three segments: Montessori Preschool Coach: Abbey Brooks; Director: Joanna Moore	\$0			
6	77	Daycare Coach & Director: Joanna Moore	\$0			
6	85	Montessori Kindergarten - on sabbatical	\$0	no spring class. Pursuing fall 2011 class.		
6	14	Team Ministry Administration Beth Roberts	\$1,000	New team startup funds		
6	12	Adult Education OPEN	\$800	Need Coach. Standard Publishing curriculum (\$300), misc (no coach, no specifics \$500). Schedule Walk Thru NT in spring being explored - need organizer and will charge for event to cover costs.	\$770	\$770 in FPU kits = negative in cash account. Host class, or sell online
7 "Behind the Scenes" Mgr: Dan Conder			\$8,300		\$8,332	
7	90	Memorial Garden Shirley Bales	\$0	self-sustaining. \$629 in cash account		
7	59	Moving Team Paul Martz	\$0	supported by donations; \$1,095 in cash account		

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7	37	Computer / Web Paul Huss and Beth Roberts note: all church and school computers will be upgraded to Microsoft Office 2010 and Windows 7 operating system; sanctuary projector needs upgrade - existing machine will replace portable projector from room 220.	\$8,300	Incorporates team 105. CCC computers: 1)SrMin 2)WorMin 3)YthMin 4)ChdMin 5)OfficMgr 6)FinSec 7)Recep 8)MscLibr 9)ChldAss't 10)projection 11)LOFT 12)Sound 13)Guest 14)CCSDir 15)PSDir 16) CCSAdmin 13) 17) Server 18) prop laptop 19) roam laptop plus units not on network. Mephib shares server but CPUs maintained by MM. 2011 Goals: CCC upgrade 1-11 computers Windows 7 & Office 2010. Min dual core processor 2gHz+, 2gb DDR2 RAM, flat screen monitor. Hardware: CPU/monitor (\$900). Memory 1Gb(4x\$65), 2Gb(2x\$75), parts (\$300), sanctuary projector (\$2,500). Software: upgrade OS to Win 7 Pro (7x\$70 - all purchase 2010). MS Office Std (10x\$57 plus 1 purchased 2010). DreamWeaver (1x\$185 CS5). PhotoShop (\$285x2 CS5). Logos database/accounting (\$450). AcrobatPro9 upgrd (\$155x2). Pinnacle (\$125x3). server anti-virus (\$45, v12 1 year, users AVGFree). Cakewalk (\$38x3 MC5). Misc software (\$200). Training: new software mandatory online Lynda.com (\$250x3 license 12-mo). Web: hosting easy-cgi.com CCC.org, RTS.org (\$108x2). Internet ISP: Comcast (\$60x12). Calendar (\$60).	\$8,332	paid help to reformat computers and load software (\$2,000); additional portable projection unit (\$1000). Upgrade three Crosslight School computers - new computers/monitors, office 2010 standard (\$700x3 + \$57x3). Additional CPU for church to meet all goals (\$800). Prefer Lynda.com twelve month 5-seat license for training (\$350*5). Upgrade sound, guest computer to office 2010, windows 7 (\$57x2 + \$70*2)
7	41	HomeTouch Marcia House	\$0	administrative budget covers supplies (labels, copies, envelopes, postage)		
8	"Guest Services" Mgr: Ron McGill		\$950		\$0	
8	72	Health and Wellness JoEllen Arrowood	\$0	no budget requested		
8	25	Community Garden OPEN potential coach Gina McGowen	\$950	We have grow lights for inside grow room and will start our own plants. Seed (\$200), potting soil (\$60), trellis netting (\$60), weed prevention pellets (\$35), grown plant sets (\$160), signage (\$150), misc. (\$85). Paid help (\$200). Ground cover - newspaper drive, then pile on mulch pulled from church perimeter beds (has to be removed and replaced, breaking down and getting too deep.)		
8	10	Angel Food Ministries Robert Hendricks	\$0	self-sustaining. Income from Angel Food monthly. Cash account \$2,871.		
9	"With Agape" Manager: John Knapp		\$2,197		\$31,500	
9	58	Soup, Salad & Scripture Kathy Adler	\$0	self-sustaining. The team coordinator of the month controls cash account funds.		
9	65	Mugs & Hugs Coffee Shirley Bales	\$0	self-sustaining. Cash account \$2,150 - ordering new tables in 2010		
9	43	Friends Unlimited Becky Moore, Ed Moore	\$500	curriculum (\$400); crafts (\$100)		
9	56	Summit Wednesday Evening Meal Anita Flinchum	\$300	starter funds for 2011 Summit meal food. All other supplies in Kitchen budget		

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9	51	Kitchen Coach: Anita Flinchum; <i>Leadership Council:</i> Shirley Whisman, Kathy Adler, Betty Williams, Vickie Pursell, Anita Flinchum APPROVED FUNDS FROM 50/50 Property cash account: \$4,000. new flooring will be installed in kitchen over Christmas break 2010 (budgeted in property). Repair concrete floor (\$400). Upgrades will be made on dishwasher wall to comply with health department. Stainless triple-bowl sink replace household sink, with two drainboards and fixtures and installation (\$600 <90"); New stainless "clean" counter exit from dishwasher to new triple sink and installation - increase length (\$750), <44" - total 135" avail for sink and clean exit). Plumbing/electrical alterations (\$800). Reverse swing on door on gym wall. Move icemaker to pantry cove and install drain tray (\$400). Replace cabinet by door with floor to ceiling pantries - one for cleaning storage, one with spinning rack for supplies (\$1,000)s. Install donated coffeemaker. Swap glass door refrigerators with daycare freezers. Paint /seal island cabinets and replace kick plates (\$750).	\$1,397	cookware/equipment: roasters (\$40x2); commercial mixer (\$400); heavy duty can opener (\$50); coffee thermal pumps (\$150); misc. equipment replacement (\$200); (large equipment repair included in property budget), Cleaning: dishwasher detergent, rinse aid, delimer (split with school \$245). Cleaning supplies (\$100). Beverages: lemonade (\$5.98x20), coffee (\$10.98x2-decaf; \$14.33x3 reg), tea (\$9.28x1). Disposable dinner ware: large plates (\$11.22x10), dessert plates (\$7.56x11), bowls (\$7.88x5), plastic utensils (\$9.59x7 (3 spoon, 3 fork, 1 knife)) 12 oz cups (\$9.24x20), coffee cups (\$17.98x1); Pantry basics: foil (\$40.34), plastic wrap (\$11.22) gallon freezer bags (\$10.75); peanut butter (\$7.28x3), jelly (\$3.58x4). Reduced by monthly income from Soup, Salad and Scripture of \$75x11 months (\$825)	\$31,500	new base cabinets and countertop (solid surface - prefer stainless steel - for easy cleaning) (\$10,000). / Warming Ovens (\$2,000). . Goal: put icemaker under counter, place double bowl stainless sink next to ice maker with stainless counter and separation
10 Mgr: Mike Hutson			\$2,150		\$5,000	
10	82	Men's Ministries (ATOMIC) Coach: Jeff Pieper; <i>Leadership Council:</i> Jason Razo, Chad Hartwick, Max Thompson, Gino Small, Jeff Pieper	\$650	Quarterly events: hockey, fish-a-rama, bowl-a-rama and so forth (\$500); Father's Day gifts (\$150). Many events charge a small fee to cover cost of the events, donations through individuals. Cash account \$1,780		
10	20	Food Pantry Jenni Roosa and Eric Roosa	\$1,500	Money donations through offering also help support this ministry (about \$2,500/yr). \$800 each trip x 6 a year with standardized shopping list. Reduced by cash account \$800.	\$5,000	
11 Mgr: Mike House			\$4,815		\$2,025,000	
11	67	Grounds Mike House	\$1,500 <i>plus cash account \$3,747</i>	Parking Lot: Snow plowing (most by volunteer), fuel repayment for volunteers, sidewalk plowing, sidewalk salt, parking lot repairs (incl. east section removed and replaced), parking lot light repairs and bulbs. Lawn: fertilizer; weed killer; pest control. Mulch for perimeter church, memorial garden, house of prayer, medians, playgrounds (<i>removed from around building [degraded and too high] and new installed; reuse in community garden as ground cover over newspaper</i>) . Mowing done by volunteers. Pond: chemicals and maintenance. Signage: replace entrance median sign with school sign. Building: minor exterior repairs.	\$25,000	Resurface parking lot.

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11	50	Recreation Robbie Ping	\$0	Activities funded by cash account \$2,232	\$2,000,000	recreation center building
11	55	Special Events Beth Roberts & Shirley Whisman	\$2,250	All-church meals (consumable except food in kitchen budget) and special events (\$1,250). Alexander Christian Foundation banquet (meal for 250x\$4).		
11	29	"Hearts on Fire" Women's Ministries Coach: Deb Alley; Leadership Council: Teresa House, Sharon Knapp, Andrea Pieper, Cheri Hartwick, Koren Razo, Deb Alley, Mary Beth Ping, Deb Small, Lynette Duvall, Beth Hendricks, Diana Higginbotham, Nancy	\$1,065	Women's Tea (\$250); Bible Studies (\$400); Mother's Day Gifts (\$150); Note Cards (\$25); T-Shirts (\$40); AI Church-event support (\$100); Scholarship for women's events (\$100); Study Workbooks Income from sale of upcoming CCC Heritage Cookbook.		
Mission						
20	"Missions" Mgr: Mike Hutson		\$85,078		\$0	
20	19	Missions Coach: Mike Jenkins; Assistant Coach: Bev McGill. Leadership Council: Warren Manchess, Ralph Bradley, Phyllis Bradley, Rick Hahn, Mike Hutson, Terry Newman, Ann Morris, Judy Settles, Bev McGill, Mike Jenkins	\$85,078	INCREASED by one half percent from 11% to 11.5% of all ministry requests, utilities, mortgage, savings and salaries. Actual is 11.5% of all general fund income, plus designated mission giving. Benevolence: portion of missions budget allotted to local benevolence. Applications for assistance must be filled out through the church office, and the applicant will be asked to attend a service and meet with benevolence team members.		
20	86	Benevolence Rick Hahn, Bev McGill, Mike Hutson	10% missions			
Operation						
30	"Administration" Mgr: Steve Zell		\$57,533		\$10,000	
30	4	Legal Fees Mike Jenkins	\$250			
30	66	Church Office Beth Roberts		details for church office follow in teams 94, 95, 98		
30	94	*Administration Supplies	\$4,943	details outlined in subtotals which follow.		
		sum of: Paper	\$2,850	Copy paper, card stock, colored stock, bulletin paper (\$1,950); perforate bulletins (\$400); reach, teach, serve note cards and envelopes (\$500)		
		Office Supplies	\$1,605	Lamination (ccc \$180 + school), tape/ clips/ staples/ dispensers / writing utensils, labels, binding, calendars, filing, clips, notepads, envelopes, org/storage (\$1,250), velcro tabs (\$75), misc. (\$100).		
		Memberships	\$425	chamber dues (\$75), Sam's Club (\$350, 10 individual business memberships).		
		Advertising	\$440	local phone book (church and school \$440)		
		Income	-\$377	School contribution for paper (\$197) and lamination (\$180)		
30	95	*Postage	\$1,000	Stamps, bulk mailing, packages for all ministries. Childrens' ministry requested \$100; Funds requested for Homebound mailings. No Birthday card ministry in 2011.		

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30	98	*Printers/Copiers	\$5,790	details for Printers/Copiers in subtotals which follow. 2012 costs should be less than \$4,000.		
		color maint/copies/consumables	\$1,140	\$70/mnth toner, service, repairs, parts 1,000 copies/m. Purchased new fall 2009		
		sum of: color billable income for copies	-\$435	Mephibosheth and Crosslight School pay 7 cents per color copy		
		black/white GFC lease (6mo and done)	\$5,351	purchased with a one year lease in June 2009		
		black/white GFC maint (12mo)	\$2,369	\$197.45 monthly covers toner, service, repairs, parts and 30,000 copies per month		
		black/white CopyCo lease (2 mo)	\$964	Final lease payment, return copier (funded by GFC)		
		black/white GFC supply shipping fees	\$100			
		black/white GFC lease buyout (June/July)	\$1	Once one year lease is complete, \$1 purchases the machine.		
		income / gift	-\$4,000	cash account funds on hand		
		black & white staples & overage	\$300	staples are not included in consumables; overage over 90,000 copies per quarter		
30	68	Property Management	\$16,260	details outlined in subtotals which follow.	\$10,000	automated door security lock system (\$7,500); replace all sanctuary bulbs (\$2,500)
		Tom Ping				
		sum of: Waste Removal	\$1,405	Republic 4&6 yd 1x wk (\$117x12, incl. environmental fee)		
		Floor / Ceiling	\$400	Replacement mats, repairs, ceiling tile...no replacement tile/carpet in 2011.		
		Fire Protection Services	\$2,970	Koorsen: alarm monitor (\$395, simplex). Elwood Fire Equipment: hood inspect (\$210), alarm inspect (\$425), sprinkler inspect (\$175), parts (\$400), service (\$800). Extinguisher inspect (\$235) /repair (\$345) annual, July/Aug, custodian (monthly)		
		Vehicle Expense	\$85	License plates (\$85). CCC owns small enclosed trailer and truck with plow.		
		Plumbing	\$900	Toilet (\$350); baptistry supplies/filters (\$250); repairs (\$300)		
		Kitchen Hood Cleaning	\$300	Elwood Fire Equip, annually (\$300)		
		Heating / Air Conditioning	\$1,600	Filters (\$600), Repairs (\$1000); new units in maintenance budget		
		Paint / Wall repair	\$800	Exterior maintenance, supplies, drywall		
		Electrical	\$850	repairs, breakers, wiring (nonparking), ballasts, fixtures		
		Light Bulbs	\$1,700	sanctuary and non-sanctuary (no parking lot) Replace with LED in sanctuary can fixtures (\$50 each) in sanctuary plus stage spots (\$500); other bulbs (\$350).		
		Doors	\$2,950	door repairs, keys, locks (\$750); replace rusted door #6 (\$2,200)		
		Hardware / Tools	\$500	nuts, bolts, hinges, nails, brackets, vents, fans, caulk ...		
		Large Appliance Repair	\$750	stove, fridge, icemaker, dishwasher, floor cleaners...		
		Furniture	\$900	conference table chairs (10); misc small items		
		Batteries	\$150	batteries (does not include new carpet/floor cleaning battery)		

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30	70	Housekeeping Twain Moore	\$4,290	details outlined in subtotals which follow.		
		sum o Toilet Paper	\$1,000			
		Paper Towel for Automated Dispensers	\$900	Roll paper towels for kitchen use are based on donations only		
		Trash Can Liners	\$500			
		Pest Control	\$600	\$50 monthly (\$600, Askren)		
		Facial Tissue	\$200			
		Soap for dispensers	\$140	gojo dispenser foam soap, buy in bulk and refill existing containers when possible. past 12		
		Cleaning Chemicals	\$550	floor wax, stripper, carpet cleaner, stain remover; chemical disinfectant, germicidal, glass cleaner, toilet bowl cleaner, spill response, laundry detergent, urinal cakes and mats. Some items from donation station; plastic gloves; rags.		
		Equipment, parts, repair & maintenance, shipping/fuel	\$700	vacuum parts and one replacement vacuum, brushes, batteries, dispensers, mops. Fuel and freight delivery charges.		
		Income to offset costs from PS/KDG	-\$300	for cleaning supplies and consumables. Daycare pays a percentage of consumables on top of the amounts budgeted directly through accounting.		
30	106	*Maintenance & Replacement	\$25,000	Funds in 50/50 property account after 12/31/2010 will be added to this account (about \$9,000 after kitchen upgrades). Each month, budget funds will be transferred to a cash account, and the funds will accumulate from year to year. This fund is for unbudgeted emergency or planned high-expense property and grounds repairs/ replacement or maintenance. Ex: replace air conditioner, yes; buy office furniture, no.		
31		"Finance" Mgr: Ron McGill	\$617,636	payroll details in additional confidential spreadsheet	\$78,420	
31	117	FAST (Financial Advisory Support Team) Coach: Paul Settles. Leadership Council: Gregg Francisco, Rick Hahn, Lee Hauser, Cliff Bassett; Ray Adler, Beth Roberts. Advisors: Steve Zell, Mike Jenkins, Ron McGill, Tim Lueking	\$0	first task completed: refinance mortgage debt. Next task: eliminate Crosslight Christian School debt of about \$65,000.		
31		Church Financial Operations Sherry Strauss				
31	23	*Finance Supplies and Services	\$5,630	Offering envelopes 180 sets (\$280 plus \$68 shipping). AP supplies [checks (\$0 - new in 2010), deposit bags/tickets (\$75), AP envelopes (\$90), biz entity report (\$10)]. Payroll Paycor [26 pays x \$87 (\$2,265), W2s (\$225), misc fees (\$120)]. Annual Financial Review (\$2,500). In 2012, the cost of the school payroll processing expenses should be paid by the school (about \$1,300)		

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31	71	*Insurance (Church Mutual)	\$15,145	Church Mutual: multiperil (four payments, changes rate in August 2 x \$2,136 then allows 10% increase for last two months) \$1,550 deduction in January 2011 for over-charges, Umbrella Policy (\$640), Worker's Comp (four payments, changes rate mid year. 2x\$1,486 plus 10% increase for last two payments); auto (truck, trailer, \$470). Midland National keyman life (\$373). In 2012, the cost of the school employees workers comp should be paid by the school (about \$2,100)		
31	79	*Crop <i>Crop is the sum of the following subtotals:</i>	-\$12,845	Income to offset budget. First year custom farming. Estimate sowing 66 acres, harvesting 63 acres. 2011 corn, 2012 soybeans. Expenses for the following year will be budgeted (both 2011 & 2012 are budgeted this year). Potential income from crop average estimate each year for next four years, including expenses, is about \$70,000. Trimming trees may gain additional acreage (2 acres recovered = avg \$525 yr income); however repairing low spots where water accumulates would likely not be cost effective. Try to pull all crop activity out of budget for 2012.		
	66	sum of 2010 Income - Tenant - Soybean	-\$8,662	Etchison tenant farm income \$10,200. 65 ac harvested soybean at about 55 bu/ac. Minus property taxes (\$2,103),		
	63	2011 Expense - Custom - Corn	\$29,960	Estimate \$300 per acre expenditures: till, seed, labor, fuel, fertilizer (lime, potash, phosphorus, nitrogen), herbicide (roundup 2x, pre-emergent), harvest, hauling. Crop Insurance \$800. Poor soil condition resulted in excessive fertilizer (\$9,350)		
	155	2011 Income - harvested corn	-\$41,544	Estimate 155 bushel/acre or 9,765 bu. Presold 2,500 bu \$4.42 (\$11,050). Presold 2,000 bu \$4.98 (\$9,960). Estimate 5,265 bu at \$3.90 (\$20,533)		
	55	2012 Expense - Custom - Soybeans	\$7,400	2012 will be beans: estimate expenditures at \$100 per acre (\$6,600). Crop Insurance \$800. Fertilizer (lime, potash, phosphate) applied 2011 (need to repeat fall 2012). Estimated 2012 income minus expenses escrowed for 2013. Estimated 55 bu/ac (3,465 bu) at \$8.80/bu (USDA est \$9.20 to \$9.25, \$30,492)		
31	119	*Miscellaneous Income (non-giving)	-\$7,400	Pork tent - goal is to work fewer days - estimated \$8,000 total instead of \$10,000 income minus 10% to another area (missions, debt); Goodsearch \$200 (2010 \$361.97).		
31	69	*Ministerial Mileage	\$0	will not be reintroduced in 2011	\$1,920	one request for 400/miles a month

center #	team #	Team / Coach	Request	2011 Request Details	2011 Wishlist	2011 Wish List Comments
A	B	C	D	E	D	
2011 BUDGET - DRAFT 3 - For Team Ministry Cabinet Review						
31	118	*Property Taxes	\$2,200	Property tax maximum on <i>agricultural land only</i> is 2% assessed value in 2012 (used 1.8%). Main Campus 15.4 ac (2 parcels 8.53 ac, parcel 9.001, northern part and 6.87 ac, parcel 9.000, southern part total 15.4 acres) is not taxable, but appraised at \$3,200,000 9/2010 and assessed at \$3,207,600 in 2010. Agricultural 74.5ac: Konicki parcel 3.003, east section, 16.03 ac, 2010 \$370.18 on (incl \$32.06 drainage) reassessment 3/1/10 \$23,100 x 2% (max) + drainage \$33 (\$495); Bowman parcel 3.000, west section, 15.98 ac, 2010 \$391.22 on (incl \$31.96 drainage) reassessment 3/1/10 \$24,600 x 2% (max) + drainage \$32 (\$524); Eller parcel 5.000, T-shaped section to and over RR to hwy 19, 42.5 ac, 2010 \$927.82 on (incl \$81 drainage) reassessment 3/1/10 \$57,900 x 2% + drainage \$81 (\$1239); copier lease property tax (should be done by or in 2012, \$150)		
		*Payroll	\$352,307	Allows for 2% base salary increase in all positions for the first time since 2005 with 2 exceptions (more than 2%)	\$76,500	
		<i>Payroll is the sum of the following subtotals:</i>				
31	16	tot Payroll - Ministerial	\$207,398	Full Time Ministers: Senior, Worship & Music, Children, Youth	\$50,000	associate minister
31	18	sum Payroll - Secretarial/Support/Interns	\$97,535	Full Time: Office Mgr, Financial Sec; Part Time: Secretary/Receptionist, Children's Ministry Assistant, Music Librarian. <i>Instrumental assistant salary reduced and to be paid as needed through worship budget. INTERNS - Youth requested but not budgeted - will work to find offering- or gift-based solution.</i>	\$19,500	Youth intern(s): four options - A) 50 weeks at 8 hr/wk x \$7.50/hr \$3,750; B) 38 wks/8hr per week x \$7.50/hr \$2,850; C) 12 wks/15hr per week x \$7.50/hr \$1,125; D) 24 weeks at 15 hours per week x \$7.50 per hour \$2,250 - evaluate then proceed for additional 24 weeks \$4,500). NEW: Part time secretary (\$15,000)
31	22	Payroll - Custodial	\$47,374	Three/Quarter Time: Custodian; Part Time: Weekend Custodian; Property Manager. Evening School custodian paid by school. NEW part time custodial support (10-hours per week).		
31	7	Payroll - Merit / Bonus / Tax	\$0	Merit increases are included in team 16, 18, 22. No planned bonuses - any considered to be determined based on general fund budget and elders discretion.	\$7,000	bonuses

center #	team #	Team / Coach	Request	2011 Request Details	2011 Wishlist	2011 Wish List Comments
A	B	C	D	E	D	
2011 BUDGET - DRAFT 3 - For Team Ministry Cabinet Review						
31	35	*Utilities sum of: Telephone (Verizon)	\$55,815 \$4,600	<p><i>details for utilities follow in teams 35, 36, 38, 44</i></p> <p>Frontier monthly service (4 lines, 1 fax line, 1 dedicated fire line). 3-yr "Expansion Pack" contract thru 11/17/13 for \$332/month. Expansion Pack includes unlimited nation-wide long distance (main, three rollover, fax [\$10 charge monthly credited monthly for length of contract], excludes fire line); free caller ID on main and rollover lines (other features available but not used: call forward, 3-way; free but not activated - voicemail), DSL installed on 3351 fax line with free modem (only used for backup if cable modem is down, lesser speed). Surcharges: Utility, Relay Service, 911 (\$22/mo), Fed Excise Tax (\$150 - we are not exempt). Repairs (\$200). CCSMPS mo directory ad dropped (\$48 savings).</p>		
31	36	Electricity (Duke - Main Building)	\$39,000	Duke Energy. Main Building (\$34,028x1.05%); House of Prayer (\$3,241yr*1.05% increase) as of Sept 2010 Shelter electricity (\$20x12mo) is connected to HoP.		
31	38	Natural Gas (Vectren)	\$9,270	Vectren. Main building heat, water heaters, stove. Avg last 24 months \$750/mo. Allows for 3% increase. (\$750x12*1.03%)		
31	44	Water and Sewage (Cicero)	\$2,945	Town of Cicero. Water and Sewer for both buildings. Average monthly last 12 months \$238 x		
31	57	*Mortgage sum of: mortgage - interest mortgage - scheduled principal	\$181,783 \$115,102 \$66,681	Loan Details: 10 year fixed rate with Key Bank originated 10/20/2010 for \$2,260,000 at 5.12% interest amortized over 20 years. Principal balance at end of 2011, including the extra principal payment, will be about \$2,145,000. To pay off this loan and fulfill Mission 2020 challenge , \$113,000 additional principal payment in October annually is required.		
31	57	*Additional Mortgage Principal Payment	\$25,000	Planned internal escrow for additional payment to be made in October 2011 (escrow begins in November 2010) - budgeted at \$25,000 plus debt reduction offering contribution (estimated additional \$25,000, not included in figures). Principal balance at end of 2011, including the extra principal payment, will be about \$2,145,000.	\$88,000	to stay on track to pay off by 2020