

center #	team #	Team / Manager / Coach	2012 Requests	2012 Request Details	Wish List	adjustment since draft I
A	B	C	D	E		
<b>Ministry/Operations Totals</b>			<b>\$719,245</b>			-\$14,401
Draft 2 <b>Missions Total</b>			<b>\$82,713</b>	11.5% of all general fund <b>income</b> to missions		-\$1,398
<b>TOTAL Budget</b>			<b>\$801,958</b>		\$3,301,367	-\$15,799
01/04/12 weekly goal			<b>\$15,422</b>	2011 approved budget was \$15,867 a week		-\$304
<b>Ministry</b>						
<b>1 Evangelism Mgr: Tim Lueking</b>			<b>\$6,490</b>		\$17,000	-\$500
1	1	Outreach / Kindness In Progress (KIP) Tim Lueking	\$1,600	Tracts / resources for congregation / banners / promotion (\$600). Kindness in Progress (\$1,000). Outreach and KIP re-combined as a single team. 2011 KIP events Memorial Day picnic and grave decorating; Business Blast; Pack Lunches for HHELP; Back-To-School Back Packs; Pork Tent; Patriot Day event; Trunk or Treat; Thanksgiving Pitch-Out; USO Care Packages. It is likely that KIP will be managed by the new Associate Minister. Cash accounts for KIP and Outreach \$364. <b>Wish List:</b> Additional KIP funding	\$7,000	
1	107	Summit (Wed. Education, Fellowship) Coord. Tim Lueking	\$250	Resources for classes and promotion (\$250). 2012 sessions: Winter - 1/18-3/28 (11 weeks); Spring - 4/23-5/23 (6 weeks); Fall - 9/5-11/14 except 10/31 for Trunk or Treat (10 weeks) plus any special summer events		-\$250
1	116	ReStart Ministries Ron Bill	\$1,140	Broadband internet access (\$65x12), Mobile data access (\$30x12). Cash account (\$1,265)		
1	31	Home Fellowship <b>OPEN</b>	\$250	Seed money for incoming manager or coach (\$250). It is likely this team will be managed by the new Associate Minister.		-\$250
1	115	Mission 2020 Tim Lueking	\$250	Promotion of Mission 2020.		
1	17	*Senior Minister Support Materials *budget only, no coach	\$2,000	Resources for sermons preparation (\$700) / sermon, class illustration, multi-media (\$200), promotional/stage décor (\$300), and take-aways (\$800)		
1	3	*Conferences / Tuition *budget only, no coach / ministry staff only	\$1,000	Each minister has \$200 to use toward approved local conference. Senior Minister, Worship & Music Minister, Youth & Family Minister, Children's Ministry Director, Associate Minister (est. July start)	\$10,000	
<b>2 Music &amp; Worship Mgr: Doug Wiggers</b>			<b>\$12,312</b>		\$37,200	\$9
2	60	Music & Worship Coach: Doug Wiggers team includes Worship Teams, Choir, Band/ Orchestra, Handbells, Projection, Communion, Drama, <b>Welcome Ministry</b>	\$6,037	<b>Music:</b> worship cong. music (\$240), choir anthems (\$1,026), Music Ministry (\$100), Instrumentals (\$560), Handbell (\$432), Children (\$50), Subscriptions/ Memberships (\$243). <b>Instrument/ Equipment:</b> Piano Tuning (\$400). <b>Contract Musicians / Events:</b> Spring Musical (\$250); Christmas - choir music (\$480), CDs (\$75), orchestration (\$375), contract musicians (\$300). <b>Operational:</b> copyright (\$441). <b>Communion:</b> juice (\$240 plus donation station), cups (\$400), bread (\$200). <b>Drama:</b> operate from cash account with \$2,798. <b>Welcome Ministry:</b> bags and trinkets for welcome bags (\$225); Reach Teach Serve pen supply for pews should last through 2012. Worship Cash Account \$3,890. <b>Wish List:</b> choir risers, replace upright piano	\$8,000	\$9

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2	62	Sound Jeff Hendricks <b>2013 goals:</b> technology upgrades to aging equipment - soundboard, speakers, lighting in sanctuary to LED with new control panel, video editing station and stage camera, <i>including worship team</i> replace upright piano - \$25,000. Suggest beginning a special "Technology Fund Drive" in 2012 to raise money.	\$1,825	Countryman E6 wireless mic (\$600); two AT hand-held transmitters - worship team (\$600); Headphones (\$150); Equipment repair/replacement (\$475). Amplifier was replaced in 2011 due to failure. <b>Fundraising:</b> Digital Sound Board / Wireless Mics / speaker replacement / lighting LED and new control panel / sanctuary sound analysis - need to begin replacing older technology and equipment target \$25,000 in 2013. Include funds from selling analog equipment to this fund. <b>Wish List:</b> wireless system for children's ministry, youth ministry equipment evaluation, wireless intercom system, traveling sound system and equipment. See 2013 goals listing to the left.	\$25,000	
2	54	Wedding Hostess Lisa Wiggers	\$0	self-supporting. <b>Wish List:</b> explore refinish on candelabras, which are showing some wear	\$1,000	
2	39	Video Recording / Duplication Rod Reed	\$0	When processing plan for capturing and distributing video is formulated, equipment will be purchased, which would include a video camera and installation expense for front of sanctuary (\$1,500) and computer and software to support digital recording and processing (\$1,700). If this plan is in place before the end of 2012, worship and video cash account funds will be used for purchases after reviewing existing hardware and software. Cash Account \$1,077. <b>Wish List:</b> stage camera, video editing station with computer, software (\$3,200)	\$3,200	
2	120	Stephen Ministry Doug Wiggers	\$4,450	Stephen Leader Training - Conference, Hotel, Travel for January and Summer conferences. A team member will attend in January, a second is scheduled to attend in the Summer, then partial fee for January 2013 conference for third team member. <i>It is likely this team will be managed by the new Associate Minister.</i>		
2	46	Ushers Ken Newcom	\$0	no budget needed		
<b>3</b>		<b>Youth Mgr: Mike Whittymore</b>	<b>\$11,247</b>		\$20,000	-\$1,400
3	111	Youth (grades 6-12); Career-Age; Family Coach: Mike Whittymore. <i>Leadership Council:</i> Robbie Ping, Jay St. Peters, Jane Shields, Buck Green, Chad Hartwick, Jill Francisco	\$10,815	<i>Have requested at least 1 day at pork tent. Details outlined in subtotals which follow.</i> Cash Account \$283 general, \$2,214 trip scholarships		
	sum of:	Curriculum	\$1,115	Sunday School - on hand; Vertical Worship XP3 \$565; renews October, Youth Group \$250; Small Group \$300		-\$200
		Transportation	\$1,200	conferences, special events, non-mission		
		Events	\$3,500	Inside (our youth only) \$1,750, Outreach (all) \$1,750		-\$500
		Promotion	\$1,500	Promotion \$500, Giveaways \$1,000		-\$200
		Career-Age	\$1,750			-\$250
		Family Ministry	\$1,000			
		Student Conferences / Mission Trip	\$0	use cash account for scholarships plus student-paid fee and fundraising for student conference/mission (state-side) trip	\$10,000	
		Food (non-Summit meals)	\$500	non-Summit youth meetings		
		Sermon Resources	\$250			
		Room Upgrades	\$0	donation-based	\$10,000	

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3	108	Prayer Ministry Jody Wallace	\$250	Prayer support and resources (\$250)		-\$250
3	11	Prayer Chain (email) Beth Roberts, church office	\$182	icontact membership for one year, paid annually in July		
<b>4</b>		<b>Children Mgr: Amber Smith</b>	<b>\$9,725</b>		\$750,200	-\$1,405
4	80	Noah's Park (age 0 through 3) JaNell Martz	\$1,500	Baby Dedication (\$100), Snacks & paper goods (\$250), Crafts (\$100), Holiday Treats (\$150), Easter Egg Hunt (\$200), Sunday School Curriculum (\$400), Second Hour Curriculum (\$300), <u>Wish List: lockable 2-drawer 30" file cabinet (\$200)</u>	\$200	-\$200
4	114	K.I.T. (Kids In Training ages 4, 5, 6) Amber Smith	\$1,825	Curriculum: SS (\$475), Wednesday (\$0, plus existing materials), KIT Worship (\$500); Crafts (\$50); Snacks (\$100); Room Upgrade (\$500); Holiday Activities (\$200)		-\$140
4	81	Elementary - Grades 1-5 Amber Smith	\$3,200	Curriculum: SS (\$600); Kids Church (\$600), Wednesday (\$200); Bibles (\$400); Gifts (\$200); Room Upgrades/ Supplies (\$600); Activities/Events (\$600). Rooms 116/117 renovated winter 2011/2012 to accommodate Kids Church Live. <u>Wish List: Children's Ministry Center</u>	\$750,000	-\$315
4	78	Vacation Bible School Amber Smith	\$1,800	curriculum (\$250), decorations (\$300), snacks (\$200), crafts (\$400), volunteer thanks (\$100), games (\$200), Crew Leader ID (\$150), Advertising (\$200)		-\$450
4	74	*Rainbow Christian Camp Scholarships *budget only, no coach	\$1,400	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. 2011 \$1600 budget \$1000 coupons/\$1645		-\$300
<b>5</b>		<b>Discipleship Mgr: Paul Settles</b>	<b>\$350</b>		\$0	\$0
5	30	Joy Arama! <b>OPEN</b>	\$0	Need coach to reactivate this ministry, which has been inactive since mid 2011. <i>It is likely this team will be managed by the new Associate Minister.</i>		
5	53	Funeral Dinners Judy Settles	\$250	Gifts often received to offset cost of meal (Cash Account \$629). Budget helps to cover the costs of others. (\$250)		
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 checkout cards		
<b>6</b>		<b>Dove Tail Mgr: Mike Jenkins</b>	<b>\$1,750</b>		\$64,567	-\$750
6	14	Team Ministry Administration Beth Roberts	\$250	New team startup funds. <i>It is likely this team will be coached by the new Associate Minister.</i>		-\$250
6	12	Adult Education <b>OPEN</b>	\$1,500	Need Coach. Standard Publishing curriculum (\$300), misc (\$1,200). Cash Account \$486. <i>It is likely this team will be managed by the new Associate Minister.</i>		-\$500
6	6	*Elders	\$0	self-sustaining and personal contributions		

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6	9	Crosslight Christian School <i>board: Lacy McGrew, president; Mike Jenkins, Renee' Kinder, De Carr, Lora Harrison, Heather Hickok, Ray Adler, Ron McGill</i>	\$0	Projected budget \$388,092 includes daycare and preschool. Kdg not included. Assumes 68 daycare students (max 80) and 20 preschool students (fall, max 44am, 44pm including daycare attenders) . <b>EXPENSES: Gifts (\$120) Bank Fees (\$120); Field Trips (\$3,622); Supplies: Housekeeping (\$1,800), Classroom (\$1,200), Office (\$1,872), postage (\$96), teaching (\$600); Personnel: Hire Fees (\$600), Payroll (\$265,856+\$34,620), payroll processing (\$3,548), training (\$900); Food: Delivery(\$19,550); Juice (\$360); Pickup (\$4,700). Transport: Gas (\$525), van (\$900); Tithe: (\$36,720); Misc: (\$420). INCOME: tuition (\$367,200), reg.(\$1,080), transport fees (\$1,260), fundraiser (\$1,500), food program (\$13,000), trip fees (\$4,052). DEBT: owed CCC for payroll: \$64,567</b>	\$64,567	
6	76	Montessori Preschool Coach: Joanna Moore, Director	\$0	<b>EXPENSES: Gifts (\$120) Bank Fees (\$120); Field Trips (\$3,622); Supplies: Housekeeping (\$1,800), Classroom (\$1,200), Office (\$1,872), postage (\$96), teaching (\$600); Personnel: Hire Fees (\$600), Payroll (\$265,856+\$34,620), payroll processing (\$3,548), training (\$900); Food: Delivery(\$19,550); Juice (\$360); Pickup (\$4,700). Transport: Gas (\$525), van (\$900); Tithe: (\$36,720); Misc: (\$420). INCOME: tuition (\$367,200), reg.(\$1,080), transport fees (\$1,260), fundraiser (\$1,500), food program (\$13,000), trip fees (\$4,052). DEBT: owed CCC for payroll: \$64,567</b>		
6	77	Daycare Coach: Joanna Moore, Director	\$0			
three segments:						
6	85	Montessori Kindergarten - inactive	\$0	no class 2010/2011, 2011/2012. 2012/2013 undetermined		
<b>7 Behind the Scenes Mgr: Dan Conder</b>			<b>\$5,265</b>		\$12,500	-\$416
7	37	Computer / Web Paul Huss and Beth Roberts	\$5,265	Details outlined in subtotals which follow.		-\$250
	sum of:	Internet	\$1,080	<b>Internet Service Provider: Comcast CableModem service (\$67 x 12); Web Hosting: easycgi.com for 2 sites (CCC, RTS, \$108 annually x 2 sites); Calendar Hosting: MyChurchEvents.com (\$60 annually).</b>		\$84
		Hardware 2011: accomplished installation of new file server with Small Business Server 2011, network switches upgraded, remote access capability installed; cable modem upgraded allowing twice the speed; wireless access installed.	\$2,125	<b>Computers: One laptop or lesser (\$1,200) Infrastructure Upgrade firewall (\$200). Wireless Signal Boosters (\$250). Misc Hardware (\$300). Cable, wireless mouse/ keyboard for 132 (\$75); 15" flatscreen monitor (\$100). WISH LIST: Also see notes in Video ministry, team 2-39. Replace Sound Computer, additional Laptop</b>	\$2,500	
		Software 2011: All church staff computers upgraded to Windows 7 Pro and MS Office 2010 in October. All 2012 Hire standard software purchased.	\$2,060	<b>Logos maintenance (\$450); Software (\$760). Training (\$300); Troubleshooting Support (\$250); Content Filtering for wireless/wired network. server-based accountability software (\$300). Wish List: IS Support</b>	\$10,000	-\$250
7	90	Memorial Garden Shirley Bales	\$0	self-sustaining. \$629 in cash account		
7	59	Moving Team Paul Martz, Assistants: Tom & Robbie Ping	\$0	supported by donations; \$1,260 in cash account		
7	41	HomeTouch Marcia House	\$0	administrative budget covers supplies (labels, copies, envelopes, postage)		
<b>8 Guest Services Mgr: Ron McGill</b>			<b>\$750</b>		\$2,500	-\$150
8	72	Health and Wellness JoEllen Arrowood; Assistant Jana Swanson	\$0	no budget requested		
8	10	Angel Food Ministries Robert Hendricks	\$0	self-sustaining with cash account \$3,964. Exploring options to replace the defunct Angel Food Ministries. Testing Smart Choice in December 2011.		
8	25	Community Garden <b>OPEN</b> coordinator Beth Roberts	\$750	Seed (\$250), potting soil (\$100), mulch over newspaper for weed prevention (\$300). Tear out blueberries and replace with other berry (\$100). Have \$625 in cash account for some other expenses. No expansion. Requested 1 day at the pork tent. <b>Wish List: Paid Labor</b>	\$2,500	-\$150

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<b>9</b>		<b>With Agape Mgr: John Knapp</b>	<b>\$1,760</b>		\$2,000	-\$2,000
9	58	Soup, Salad & Scripture Kathy Adler	\$0	self-sustaining. The team coordinator of the month controls cash account funds. Provides funds to kitchen team for supplies		
9	65	Mugs & Hugs Coffee Shirley Bales. Assistant: Kathy Repp	\$0	Sunday morning pastry and coffee from materials donated by Panara Bread (vast majority of food goes to local missions) self-sustaining. Cash account \$1,121		
9	43	Friends Unlimited Becky Moore, Ed Moore	\$500	curriculum (\$400); crafts (\$100). <i>Mephibosheth has requested 1 day at pork tent</i>		
9	51	Kitchen / Summit Wednesday Evening Meal Coach: Anita Flinchum	\$1,260	Team 9-56 (Summit Wednesday evening meal) and 9-51 (Kitchen) budget and cash accounts have been combined as team 9-51.		
		sum of Equipment	\$830	warming oven (\$500 - majority of additional cost saved in cash account); pots/pans/dishes/silverware (\$330). <i>Large equipment repair included in property budget. Wish List: commercial mixer (\$2,000)</i>	\$2,000	-\$2,000
		Cleaning Supplies	\$395	dishwasher detergent, rinse aid, delimer (split with school \$245), supplies (\$150).		
		Beverages	\$250	lemonade (\$6x20), coffee (\$11x2-decaf; \$14.50x3 reg), tea		
		Disposable Dinner Ware	\$535	large plates (\$12x10), dessert plates (\$8x11), bowls (\$8x5), plastic utensils (\$10x7 (3 spoon, 3 fork, 1 knife)) 12 oz cups (\$10x20), coffee cups (\$18x1)		
		Pantry Basics	\$75	foil, plastic wrap, gallon freezer bags		
		Income	-\$825	Reduced by income from Soup, Salad and Scripture of \$75x11 months (\$825). Funds in cash account provide startup money for meals. Cash Accounts \$1,705		
<b>10</b>		<b>Mgr: Mike Hutson</b>	<b>\$2,950</b>		\$2,000	-\$500
10	82	Men's Ministries (ATOMIC) Coach: Jeff Pieper	\$950	Quarterly events: in the past these have been hockey game, fish-a-rama, bowl-a-rama (\$800); Quest special event in the fall 2011, plans unknown for 2012. Father's Day gifts (\$150). Also receive donations through individuals. Cash account less than \$100 (\$1,700 last year supported Quest.) <i>No budget requests received. Requested 1 day at the pork tent. It is likely this team will be managed by new Associate Minister.</i>		
10	20	Food Pantry Beth & Tim Hendricks	\$2,000	Financial donations (\$2,300 2011; 2,500 2010) and items specified for donation station also support this ministry. Added additional resource for free stocked items. Spend \$800 each trip x 6 a year with standardized shopping list. <i>Requested 2 days at the pork tent. Cash Account \$1,112</i>	\$2,000	-\$500
<b>11</b>		<b>Mgr: Mike House</b>	<b>\$10,000</b>		\$35,500	-\$925
11	67	Grounds Mike House / Tom Ping	\$6,600	<i>Details outlined in subtotals which follow. Cash Account \$236</i>		
		sum of Pond Maintenance	\$400	Treat for Algae (one treatment \$300), new ropes and anchors		
		Fuel	\$400	Gas for snow blower/ Lawn Mower/Volunteers		-\$125
		Lawn	\$300	self-propelled mower for ditches (\$300). Chemicals to treat lawn have historically been purchased and applied as a donation. <i>Mowing by volunteers - seeking additional help for the rotation. Wish List: Contract mowing \$8,000</i>	\$8,000	
		Landscaping	\$600	Mulch - playground will be replaced in early 2012 from school fund drive. Mulch around church replaced in 2011. Flags (\$300); Flowerbed maintenance (\$300).		

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		Snow Removal	\$2,800	4 snows at 2" or more (Just Construction \$300 for 2-4"); 3 snows additional contractor if needed (5 hours each x \$80/hour x 3); ice melt for sidewalks (\$300), which will be cleared on weekend by custodian; shovels (\$100).	\$3,000	-\$300
		Exterior Building Maintenance	\$1,000	minor repairs (roof, gutters, windows, fencing, patching on house of prayer, shelter and main building. <i>Exterior Paint and Stain included in property budget.</i>		
		Parking Lot	\$1,100	Do-it-yourself parking spot repairs (\$500); bulbs/minor lighting repairs (\$600). <b>Wish List:</b> Seal Coating \$17,000	\$17,000	
11	50	Recreation Robbie Ping	\$0	cash account \$1,657. <b>Wish List:</b> softball diamond	\$5,000	
11	55	Special Events Beth Roberts	\$2,450	All-church meals and picnics (consumables except food in kitchen budget) (\$1,000). New Members Class (\$200). 175th Anniversary Celebration (April, \$1,250) with give-away and opportunities to purchase branded RTS clothing	\$2,500	-\$450
11	29	"Hearts on Fire" Women's Ministries Coach: <b>OPEN</b> ; <i>Leadership Council:</i> Teresa House, Sharon Knapp, Andrea Pieper, Cheri Hartwick, Deb Alley, Mary Beth Ping, Deb Small, Lynette Duvall, Beth Hendricks, Diana Higginbotham, Nancy Hutson	\$950	Special events (\$800), give-away at Mother's Day (\$150), seaside escape in-house retreat, studies. Cash Account \$287. <i>Coach needed. It is possible this team will be managed by new Associate Minister</i>		-\$50
<b>Mission</b>						
20	<b>Missions Mgr: Mike Hutson</b>		<b>\$82,713</b>		\$50,000	-\$1,398
20	19	Missions Coach: Mike Jenkins; Assistant Coach: Bev McGill. <i>Leadership Council:</i> Warren Manchess, Bev McGill, Rick Hahn, Mike Hutson, Dan Conder, Ann Morris, Terry Newman, Judy Settles, Craig Cheesman and Robert Owens	\$82,713	11.5% of all ministry requests, utilities, mortgage, savings and salaries. Actual is 11.5% of all general fund income, plus designated mission giving. <b>Benevolence:</b> 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. <i>Mission Jamaica has requested 1 or 2 days at the pork tent.</i>	\$50,000	-\$1,398
20	86	Benevolence Rick Hahn, Bev McGill, Mike Hutson	10% missions			
<b>Operation</b>						
30	<b>Administration Mgr: Steve Zell</b>		<b>\$33,644</b>		\$193,400	-\$2,650
30	4	Legal Fees Mike Jenkins	\$250			
30	66	Church Office Beth Roberts		<i>details for church office follow in teams 94, 95, 98</i>		
30	94	*Administration Supplies	\$4,025	<i>details outlined in subtotals which follow. No advertising budget</i>		
		sum of: Paper	\$2,350	Copy, card stock, colored stock, bulletin (\$2,000); perforate		
		Office Supplies	\$1,600	Lamination (\$120), tape/ clips/ staples/ dispensers / writing utensils, labels, binding, calendars, filing, clips, notepads, envelopes, org/storage (\$1,000), velcro tabs (\$80), misc. (\$100), desk supplies for new hires (\$300).		
		Memberships	\$425	chamber dues (\$75), Sam's Club (\$350, 10 individual business		
		Income	-\$350	School contribution for paper in 2012.		
30	95	*Postage	\$750	Stamps, bulk, packages (excluding school and mephibosheth).		-\$250

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30	98	*Printers/Copiers	\$3,464	details for Printers/Copiers in subtotals which follow.		
		sum of color maint/copies/consumables through IKON (Ricoh Aficio MP C2050)	\$953	\$70/month toner, service, repairs, parts 1,000 copies/m. Overage monthly \$8. Contract should be renewed (probably annually instead of 3-year) in fall est last quarter 8% increase		
		color billable income for copies	-\$498	Mephibosheth and School pay 7 cents per color copy in arrears		
		black/white maint/copies/toner through Gordon Flesch (Cannon iR5075)	\$2,709	Leased used 1 year then purchased 4/2011. Annual service contract renewable in April, billed quarterly covers toner, service, repairs, parts and 30,000 8.5x11 prints per month. Q1 \$213, est 8% increase Q2, 3, 4 \$230		
		black & white staples & overage	\$300	staples not included in consumables; overage over 90,000		
30	68	Property Management	\$13,987	details outlined in subtotals which follow. Cash Account \$1,062.		
		Tom Ping				
		sum of Waste Removal	\$1,772	Republic current rate \$148/month		
		Floor / Ceiling	\$400	mats, repairs, ceiling tile, replace carpet in office and file room in 2012. <b>Wish List:</b> replace gym floor (\$30,000); replace carpeting in foyer and sanctuary wing hallways	\$45,000	
		Fire Protection Services	\$2,690	Koorsen: alarm monitor (\$380). Elwood Fire Equipment: kitchen hood inspect (\$100) clean (\$300), alarm inspect (\$875), sprinkler inspect (\$285), Extinguisher inspect/repair (\$600 Aug); misc equip repair (\$150).		
		Vehicle Expense	\$25	License plates for small enclosed trailer.		
		Plumbing	\$900	baptistry supplies/filters (\$250); repairs (\$650)		
		Heating / Air Conditioning	\$2,100	Filters (\$600), Repairs (\$1,500); replacement units from maintenance cash account. <b>Wish List:</b> replace residential HVAC in administration and noah's park wings with new commercial systems. (\$40,000)	\$40,000	
		Paint / Wall repair	\$800	Interior and Exterior maintenance, supplies, drywall.		
		Electrical	\$850	repairs, breakers, wiring (non-parking), ballasts, fixtures. <b>Wish List:</b> Increase capacity in gym wing.	\$25,000	
		Lighting	\$1,600	sanctuary and non-sanctuary (no parking lot) bulbs and repairs. Replace with LED in sanctuary can fixtures (11 - \$600); lighting panel repairs (\$500) other bulbs (\$500). <b>Wish List:</b> Low Voltage lighting panel replacement (\$6,000 x 5 panels); replace all sanctuary bulbs (\$2,500); replace stage spot lights with LED and new lighting control panel in sound booth (included in sound team wish notes)	\$32,500	
		Doors	\$750	door repairs, keys, locks (\$750). <b>Wish List:</b> refurbish older doors (\$5,000), security locking system (\$7,500), external air	\$12,500	
		Hardware / Tools	\$500	nuts, bolts, hinges, nails, brackets, vents, fans, caulk ...		
		Large Appliance Repair	\$750	stove, fridge, icemaker, dishwasher, floor cleaners... (no replacements)		
		Furniture	\$600	Furniture in one minister office (\$600). <b>Wish List:</b> Adjustable gym dividers (10'3"x15'4" \$1,900 x 4 = \$7,600); Conference room chairs (\$1,800); Reconfigure main office (\$2,000 - flooring, wall adjustments, wiring, counters).	\$11,400	-\$2,000
		Batteries	\$250	includes AED (does not include new carpet/floor cleaning		

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30	70	Housekeeping Twain Moore	\$6,167	Some unbudgeted consumable supplies are provided through the donation station. Details outlined in subtotals which follow.		
		sum of: Toilet Paper	\$904	compact coreless tissue estimate 23 cases total (CCD 25%)		
		Paper Towel for Automated Dispensers	\$420	enmotion roll towel estimate 15 cases total (CCD 50%); roll towel for kitchen is through donation station only		
		Trash Can Liners	\$500	38x58 estimate 14 cases; 24x33 estimate 4 cases total (CCD		
		Pest Control	\$600	\$50 monthly (\$600, Askren)		
		Facial Tissue	\$101	estimate 5 cases total (CCD 50%)		
		Soap for dispensers	\$153	foam soap estimate 3 cases (CCD 25%)		
		Cleaning Chemicals	\$221	Spartan tri-base multi cleaner estimate 2 cases (\$124); Spartan urigart for urinals estimate 2 cases (\$132); gloves (\$39) (CCS 25%)		
		Floor Cleaning supplies	\$3,419	floor buffer pads estimate 2 cases (\$28); burnish pads estimate 1 case (\$44); floor wax (\$100); Vacuum: bags (\$88), belts (\$10), replacement vacuum (\$250), repairs (\$300); Industrial large path walk-behind vacuum or sweeper (\$2,600)		-\$400
		Shipping & Handling / Price increases	\$250			
		Income to offset costs from Preschool	-\$400	For cleaning supplies and consumables payable at the end of the budget year (-\$400). Daycare pays a percentage of consumables on top of the amounts budgeted directly through accounting as designated above in addition to the budgeted costs, estimated at \$1,120.		
30	106	*Maintenance & Replacement *budget only, no coach	\$5,000	Budget funds will be transferred to cash account monthly, 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. Cash account \$22,600. Upcoming costly projects in the next 5 years: Lighting panel system / repair contractors are extremely limited; Carpet in main floor hallway and foyer replacement; Parking lot preventative maintenance; Air Conditioning system failures; suggested fund drive in 2012 to cover sound and lighting replacement in 2013 in sanctuary.	\$20,000	
<b>31</b>		<b>Finance Mgr: Ron McGill</b>	<b>\$623,002</b>	<i>payroll details in additional confidential spreadsheet</i>	\$2,114,500	-\$2,316
31	117	FAST (Financial Advisory Support Team) Coach: Paul Settles	\$0	no budget submitted		
31		Church Financial Operations Sherry Strauss		<i>details for church office follow in teams 23, 71</i>		
31	23	*Finance Supplies and Services	\$4,201	In 2012, the cost of the school payroll processing and a portion of account fees will be paid by the school for the first time. Sum of the		
		sum of: Offering Envelopes	\$300	150 sets blue (\$250 plus \$50 shipping) McDaniel Church		
		Accounting Supplies	\$400	checks (\$225), envelopes (\$90) deposit bags/tickets (\$75), biz		
		Payroll Processing Fees	\$901	Paycor, 26 pays annually. Processing about \$1.40 per employee per check. 15 CCC employees fully staffed; year end reports \$5.60 per individual; deliver fees (\$271).		
		Annual Financial Review	\$2,500	required for mortgage loan		
		Banking Fees	\$100	Insufficient funds, monthly charges and fees		

center #	team #	Team / Manager / Coach	2012 Requests	2012 Request Details	Wish List	adjustment since draft I
A	B	C	D	E		
31	71	*Insurance (Church Mutual)	\$13,649	sum of the following		
		sum of: Multi-Peril Insurance	\$10,034	Church Mutual: quarterly payments, changes rate in August. Allows for two payments at \$2,448 then allows 5% increase for		
		Umbrella Policy Insurance	\$519	Church Mutual, bi-annual payment; allows for slight increase on		
		Worker's Comp Insurance	\$2,659	Church Mutual: quarterly payments, changes rate in August. Allows for \$95 per church employee for 14 employees. (School		
		Vehicle Insurance	\$65	towable trailer; school pays for van insurance which is billed through the church		
		Keyman Life Insurance	\$373	Midland National on Senior Minister		
31	16	*Payroll Payroll is the sum of the following subtotals:	\$378,158	no standard pay increases (last and only increase in previous 5 years occurred at week 27 in 2011). Some new positions, but not full year salaries. Estimate 2013 salaries at \$405,000 fully staffed. Sum of		
		sum of: Payroll - Ministerial	\$215,974	Full Time Ministers: Senior, Worship & Music, Youth; Part Time Children's Director ( <b>increase</b> to Full Time after week 26). <b>New</b> Full Time Associate Minister after week 26. Comparing planned ministry staff with 2011, over \$6,000 of the increase is based on payroll tax where previous employees were exempt, new employees are not (increases \$2,500 more if new employees worked 52 weeks at year end rate). <b>Wish List:</b> Pay increases	\$5,000	
31	18	Payroll - Secretarial/Support/Interns	\$113,947	Full Time: Office Manager, Financial Sec. (off Fri afternoon); Part Time: Sec./Reception, Children's Min. Assistant, Music Librarian. <b>New</b> Part Time Digital / Admin, support 25 hours weekly starting after week 13. <b>INTERNS - none requested. Wish List:</b> Pay increases	\$3,500	
31	22	Payroll - Custodial	\$48,237	3/4 Time: Day Custodian; Part Time: Weekend Custodian; Property Manager; Morning Custodian. Evening School custodian paid by school. Seeking daytime custodian due to retirement in 2013. <b>Wish List:</b> Pay increases	\$1,500	
31	7	Payroll - Bonus / Holiday	\$0	Merit increases are included in team 16, 18, 22. Any bonuses considered to be determined based on general fund budget and elders discretion.	\$2,000	-\$2,000
31	35	*Utilities sum of: Telephone (Frontier)	\$55,210 \$4,386	details for utilities follow in teams 35, 36, 38, 44 <b>Frontier monthly Incoming call service</b> (4 call lines, 1 dedicated fire line). 3-yr "Expansion Pack" contract thru 11/17/13 for \$270/month with surcharges (utility, relay, 911, federal excise tax - not excluded). <b>Fire Panel</b> placed on 3-year contract with \$32.99 rate (plus tax and fees). <b>Expansion Pack</b> includes unlimited nation-wide long distance (main, three rollover) <b>Fax/Fire Backup/CCDF</b> Daycare reporting line reduced to minimum package without contract (\$36.99 + tax and fees; .07/min long distance in state, .12/min long distance out of state). Find alternate solution for CCDF and Fire Backup to eliminate unnecessary fax line (this can now be done electronically). Fire Backup should be able to be done with filter. School should expect to absorb the cost of CCDF line costs in 2013 (\$600).		
31	36	Electricity (Duke)	\$39,804	Duke Energy. Main Building 12 mo avg \$3,006; 24 mo avg \$2,930; House of Prayer/Shelter 12 mo avg \$311; 24 mo avg \$291. Used 12 mo avg.		

center #	team #	Team / Manager / Coach	2012 Requests	2012 Request Details	Wish List	adjustment since draft I
A	B	C	D	E		
31	38	Natural Gas (Vectren)	\$8,400	Vectren. Main building heat, water heaters, stove. Avg last 36 months \$724/mo; 24 \$650/mo; 12 \$680/mo. Outlook falling prices. Use \$700/mo. <b>Wish List:</b> Geothermal	\$100,000	-\$240
31	44	Water and Sewage (Cicero)	\$2,620	Town of Cicero. Water and Sewer for both buildings. Average monthly last 12 months \$212 x 12mo. <b>Does not allow for increase.</b>		-\$76
31	57	*Mortgage	\$181,783	<b>Loan Details:</b> year 2 of 10 year fixed rate with Key Bank originated 10/20/2010 for \$2,260,000 at 5.12% interest amortized over 20 years. <b>Principal balance</b> at end of 2011, including the extra principal payment of \$75,000 in Dec 2011, will be \$2,119,000. <b>Fees</b> have been eliminated.		
		sum of mortgage - interest	\$115,102			
		mortgage - scheduled principal	\$66,681			
31	57	*Additional Mortgage Principal Payment	\$0	Paid additional principal 12/15/2011 of \$75,000 and reduced interest by \$43,000. To pay off this loan and fulfill Mission 2020 challenge, \$113,000 additional principal each of 10 years. Planned internal escrow for <b>additional payment</b> of \$100,000 to be made by year end 2012 from new contributions (estimated \$25,000), grant (\$37,500), debt reduction savings (\$69,000). Significant funds must remain in this account to cover the negative balance in cash account due to outstanding payroll reimbursement from school. <b>Principal balance</b> at end of 2012, including 2012 \$100,000 extra principal payments, will be about \$1,944,000 (vs \$2,123,000). <i>Focus of additional non-traditional spending/saving is to invest in staff infrastructure.</i> <b>Wish List:</b> \$38,000 to cover difference between 2011 paid extra \$75,000 and goal \$113,000. Big Wish: debt free	\$2,000,000	
31	119	*Crop <i>Ron McGill &amp; Mike House</i>	-\$10,000	Income to offset budget. Second year custom farming 68 acres. 2011 corn, 2012 soybeans. Expenses for 2012 have been saved in Cash Account (\$25,600). Estimate (separate spreadsheet) \$10,000 profit transferred to general fund from cash account in November 2012, the remainder (minus property taxes) will be held for 2013 corn expense. Anticipate \$20,000 transfer in 2013. <b>Wish List:</b> clear trees and gain acreage	\$2,500	
31	118	*Property Taxes (farm land) \$2,233 to be paid from Crop Cash account, no longer included in budget.	\$0	\$2,233. To be paid from Crop Cash account, no longer in budget. Property tax maximum on <i>agricultural land</i> is 2% assessed value in 2012 (used 1.7% [2010 was 1.51%, 2011 1.46%]). <b>Main Campus 15.4 ac</b> (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. <b>Agricultural 74.5ac:</b> <b>Konicki</b> parcel 3.003, east section, 16.03 ac, 2011 \$367.66 on (incl \$32.06 drainage) at 1.4528 tax rate; reassessment 3/1/11 \$26,900 using 1.7% = (\$490); <b>Bowman</b> parcel 3.000, west section, 15.98 ac, 2011 \$389.34 on (incl \$31.96 drainage) reassessment 3/1/11 \$28,600 x 1.7% + drainage \$32 (\$519); <b>Eller</b> parcel 5.000, T-shaped section to and over RR to 19, 42.5 ac, 2011 \$922.18 (incl \$81 drainage) reassessment 3/1/11 \$67,300 x 1.7% + drainage \$81 (\$1,225)		