

Unitarian Universalist Church of Bloomington, Indiana

Seeking the Spirit, Building Community, Changing the World

Approved Board Minutes

November 18, 2017



<u>I. CALL TO ORDER (VON WELCH)</u>	3
<u>II. CHALICE LIGHTING AND READING (PAT BRANTLINGER)</u>	3
<u>III. CHECK-IN (ALL)</u>	3
<u>IV. APPROVAL OF THE MINUTES (STEVEN GILBERT)</u>	3
<u>V. SENIOR MINISTER'S REPORT (REVEREND MACKLIN)</u>	3
<u>VI. OLD BUSINESS</u>	3
1. AFFILIATE COMMUNITY MINISTER (REV. MACKLIN)	3
2. BOARD RETREAT DEBRIEF (ALL)	3
3. DECEMBER CONGREGATIONAL MEETING	3
4. PROPOSAL FOR RIGHT RELATIONS COMMITTEE	4
<u>VII. MONITORING (PER BOARD POLICIES, SECTION IV)</u>	4
1. CHURCH ADMINISTRATORS REPORT TO THE BOARD (CAROL MARKS)	4
2. INTERNAL AUDIT REPORT (II.F. 3-9 ASSET PROTECTION) (SANDY CHURCHILL)	4
3. FY 17 STATEMENT OF YEAR END CASH FLOW (SANDY CHURCHILL)	4
4. FIVE YEAR CAPITAL PLAN (II.D: FINANCIAL PLANNING) (REV. MACKLIN)	4
5. II.H. COMMUNICATION AND COUNSEL TO THE BOARD (VON WELCH)	4
6. REPORT FROM "COFFEE WITH THE BOARD" (STEVEN GILBERT)	4
<u>VIII. NEW BUSINESS</u>	5
1. ENDORSE TITLE FOR SUE SWANEY (VON WELCH)	5
<u>IX. EXECUTIVE SESSION</u>	5
<u>X. ADJOURNMENT</u>	5

Board members attending: Von Welch, Steven Gilbert, Helmut Hentschel, Michelle Monroe-Cook, Pat Brantlinger, Sandra Churchill, Sharon Wiseman, Hans Kelson (Youth Liaison)

Not attending:

Present by invitation of the Board: Carol Marks

Ministers attending: Reverends Mary Ann Macklin, Scott McNeill

Submitted by: Steven Gilbert

Appended Documents:

- A. Senior Minister's Report Reverend Mary Ann Macklin)
- B. Chair's Report to the Board for November (Von Welch)
- C. Church Administrator's Report (Carol Marks)
- D. Internal Audit Report (Sandra Churchill)
- E. Statement of FY17 Year End Cash Flow (Sandra Churchill)
- F. Five Year Capital Plan (Reverend Mary Ann Macklin)

I. Call to Order (Von Welch)

Von Welch called the meeting to order at 2:35 PM.

II. Chalice Lighting and Reading (Pat Brantlinger)

III. Check-in (All)

IV. Approval of the Minutes (Steven Gilbert)

Motion to approve the minutes for the October 18 meeting by Steven was seconded by Von and approved unanimously.

V. Senior Minister's Report (Reverend Macklin)

See senior ministers report (Appendix A attached)

VI. Old Business

1. Affiliate Community Minister (Rev. Macklin)

Von moved the board endorse the appointment of Forrest Gilmore as affiliate community minister in principle, with details of the appointment to be worked out. Pat seconded. Motion approved. The appointment will be presented to the congregation at the December congregational meeting for approval.

2. Board Retreat Debrief (All)

Von summarized takeaways from the retreat as follows:

- Reverend McNeill will provide more detail on the definition and process of visioning in December
- Board will try to discern what it has to do to enact long term and meaningful visioning
- Board needs to initialize a process by which visioning can carry over from board to board
- Board needs to further explore institution of regular appreciative inquiry within and by the congregation
- Board needs to learn from the successful visioning process used by the UU Church of Columbus

3. December Congregational Meeting

Von reviewed the roles of each member of the board in the December congregational meeting. A draft agenda was presented and is included in the Reports to the Board (Appendix B attached)

Stewardship goal of \$650,000 will be maintained for FY2018 (see Reports to the Board, appendix B attached)

4. Proposal for Right Relations Committee

Michelle reported that the Leadership Cultivation Committee has identified and recruited three confirmed members and one potential/alternate member for the Right Relations Committee: Jack King, Doris Wittenburg, and Amy Makice. Terry Amsler will be potential/alternate member. Michelle moved the board accept these nominees for presentation at the December congregational meeting. Von seconded. Motion approved.

VII. Monitoring (per Board Policies, Section IV)

1. Church Administrators Report to the Board (Carol Marks)

Report presented to the board is attached. Carol indicated that she was taking more responsibility for building affairs and delegating more than in the past, which has helped to free up some time. Adding a bookkeeper has also made a considerable difference, but she still finds little time for higher level planning activity. Better staffing in communications and marketing needs could be areas to be looked at in the future. (See Appendix C attached)

2. Internal Audit Report (II.F. 3-9 Asset Protection) (Sandy Churchill)

Internal audit report entered into the minutes (Appendix D attached). Carol met with the committee several times. Two relatively minor concerns warranted changes, these regarding better completion of time cards and initialing by the Finance Committee chair of all business expenses.

3. FY 17 Statement of Year End Cash Flow (Sandy Churchill)

Statement of year end cash flow for FY17 (last year) showed congregation showed small operational surplus. Report is attached in Appendix E.

4. Five Year Capital Plan (II.D: Financial Planning) (Rev. Macklin)

See plan Appendix F attached.

5. II.H. Communication and Counsel to the Board (Von Welch)

See Reports to the Board (Appendix B attached)

6. Report from "Coffee With The Board" (Steven Gilbert)

Steven reported some interaction with congregants, of a social nature. The effort was deemed worth it in terms of being a point where people could easily express opinions and concerns.

VIII. New Business

1. Endorse Title for Sue Swaney (Von Welch)

Sandy moved, Pat seconded a motion to bestow the title of “Honorary Minister of Music” upon Sue Swaney at the congregational meeting in December. Motion was approved unanimously.

IX. Executive Session

Board entered executive session at 4:26 pm. No discussion ensued.

X. Adjournment

Sandy moved and Pat seconded a motion for adjournment. The motion was approved at 4:30 pm.

APPENDIX A
SENIOR MINISTER'S REPORT

Board Report

Reverend Mary Ann Macklin

November 18, 2017

Ordination: I attended the Ordination and Installation of Reverend Nic Cable in Columbus, Indiana. I offered the Right Hand (and Left Hand) of Fellowship which is a historical aspect of the Ordination Ceremony.

Compassion and Choices: I am on the Indiana Board of Compassion and Choices and also do outreach to the Bloomington area community as part of my ministry regarding end-of-life issues. Congregation member Melinda Swenson and I attended the IU Health Fair and did education concerning Living Wills and Death with Dignity. My goal, along with the new End of Life Task Force, is to have 100% of our congregation members fill out Living Wills.

Interfaith Thanksgiving Tuesday: Reverend Scott McNeill will be offering the sermon for the Interfaith Thanksgiving gathering this Tuesday, November 21st.

Green Grounds: We, Reverend McNeill and I, met with Green Grounds co-chairs, Molly O Donnell and Jana Pereau. We discussed the two day-long meetings to gather information and looked at perma-culture options for our grounds.

Signage: After what seems an eternity, our internal signage is now up.

Wellsprings: This spiritual deepening program is going well. We, Reverend Leite and I, meet twice a month with eight participants. I am looking forward to expanding this pilot program in the future. My only concern is the requirement that each participant have a Spiritual Director, which does require financial payment.

Webinar: Reverend McNeill and I offered our first UU Mid-America Region Webinar on our One Day Pledge Drive. It went very well. Reverend McNeill put together a stellar power point to go with our Webinar.

Resilience: Margie Schrader, our in house legal consultant, will help with Letter of Agreement to bring Resilience: Untold Stories of African Americans in Indiana within the auspices of UUCB.

Hospital Chapel Meeting: Along with other local faith leaders, I met with the IU Health Chaplain to explore needs for the new IU Health Hospital Chapel.

VALE: We will be doing a training with IU Health Hospice House.

Susan Swaney 25th Anniversary Celebration: We will celebrate Dr. Swaney's 25 years with the congregation on December 10th, 2017 during the Sunday morning worship services. There will also be a reception in between services. The Board will present Dr. Swaney and Carol Marks with 25 year recognition at the congregational meeting that afternoon as well. We celebrated 25 years with Carol Marks in the Fall.

APPENDIX B
CHAIR'S REPORT TO THE BOARD

Reports to Board

Von Welch, President
November 18th, 2017

XI. Old Business

A. Right Relations Committee

Report from Michelle Monroe-Cook, liaison to LCC

B. Community Minister

Update from Reverend Macklin

C. Board Retreat

Any debrief from the retreat for the minutes.

XII. Monitoring

A. II.H: Communication and Counsel to the Board

The President is unaware of any failures on the part of the Senior Minister related to policy II.H.

XIII. New Business

A. Title for Sue Swaney

Motion: Endorse bestowing title of "Honorary Minister of Music" on Sue Swaney

B. December Congregational Meeting Logistics

- Discussion and determination of stewardship goal
 - Last year's goal: \$650,000
 - Last year's pledge total: \$600,000 (estimate as of June CM)
- [Draft Agenda](#)
- Role of Board Members (see [How-to](#) for details):
 - At-large directors:
 - Staff sign-in desks and sign in members

- Count attendance, determine count for quorum, and report to President
 - Help during Q&A with microphone and identifying attendees with questions
- Secretary:
 - Work with Carol ahead of meeting to create sign-in sheets (see Appendix A of [How-to](#))
 - Take minutes at the meeting
- Treasurer:
 - Prepare and present fiscal reports
 - Assist secretary with determine who made and seconded motions
- President:
 - Prepare agenda and confirm speakers
 - Prepare slides
 - Run the meeting
- Vice-president:
 - Assist president as needed.

APPENDIX C
CHURCH ADMINISTRATOR'S REPORT

**Church Administrator's Report to the Board of Directors,
November 18, 2017**

Now beginning my 26th year as your Church Administrator, my work (40 hours per week) continues to fall into the following categories:

XIV. Accounting and Bookkeeping

I am responsible for bill paying, payroll for nearly 30 employees, bookkeeping for over 300 pledges, reports for Special Purposes Fund quarterly, reports for Women's Alliance monthly, and reports for the Treasurer monthly. In addition, I assist social justice task forces in keeping track of their fundraising income/outflow. Assisting me are Jessica Bailey, Bookkeeper, Monica Overman and Deeva Khatiwada, Office Assistants, and Sandy Churchill, Treasurer.

XV. Facilities Maintenance and Management

With assistance from Molly O'Donnell and Dick Stumpner of Building Oversight, and our Custodian Jeff Stone, I order repairs to the building, replacement of equipment, supplies, and scheduling the use of the facility, including all congregational events and use by outside groups.

XVI. Staff Supervision

I supervise the Office Assistants, Deeva Khatiwada and Monica Overman, Multimedia Specialists

Andy Beargie and Ned Joyner, and Custodian Jeff Stone. I provide assistance to the Bazaar, the Auction, and Stewardship, and Aesthetics. I also have primary oversight of the Kitchen, the Library, the Archives, and the Booktable. In addition, I manage employee intake when new employees are hired. We have used a payroll service since 2014 for running payroll. My direct supervisor is Associate Minister Reverend Scott McNeill.

XVII. Areas of Oversight

Kitchen: We recently acquired some new coffee mugs and dishware, funded in part by a member.

Bazaar: Ruellen Fessenbecker is new chair, and we continue to provide support for this fundraiser. **Library:** Anne Haynes and her committee are cataloging new books every few weeks. We purchased new bookshelves this year for the Library, funded in part by the Booktable.

Archives: Ginny Richey continues to ably organize our archives.

Booktable: Glee Noble leads this effort and occasionally encourages members with newly published books to have book signings during coffee hour.

XVIII. Publications

I oversee or personally edit the church's publications, both paper and electronic. On our website (www.uubloomington.org), Jackie Hall, chair of the Social Justice Circle, updates social justice task force pages, and Molly O'Donnell of Green Sanctuary Task Force updates the Green Sanctuary pages. Updating of the remaining pages is my responsibility.

XIX. Risk Management

It is part of my job to manage our risk, according to current policies and the limits of our insurance coverage. This can sometimes create delays or additional safety measures regarding congregational activities, increasing congregational awareness of safety and security of both people and property.

XX. Continuing Education

I will attend the Association of UU Administrators' (AUUA) Professional Days at General Assembly in Kansas City in June 2018. In June 2017, I was elected to serve a 3-year term as an at-large member of the AUUA Board of Directors. I last served on the AUUA Board in the mid-1990's.

Respectfully submitted, Carol Marks

Church Administrator 11/14/17

APPENDIX D
INTERNAL AUDIT REPORT

To: File
From: Edward L. Robbins, Richard Slabach (On behalf of Finance Committee)
Subj: Internal Audit Report, November, 2017
Date: October 23, 2017

The purpose of this document is to specify the procedures we employed and to report any findings and recommendations.

I. Procedures Employed in the Internal Audit

- A. For four (4) sample T-Accounts, we traced the July 31, 2017 balances, the transactions during August, 2017, to those T-Accounts, and the ending balance on August 31, 2017. The results were all reconciled to the dollar, **with the exception of a \$500.00 error in the July 31, 2017 balance on one of the accounts, which was fixed soon after the July closing.** One of the T-Accounts reviewed was the type where a periodic reserve increase is automatic. See Exhibit 1.
- B. We checked the Fiscal Manual, which describes optimal procedures and practices for those people dealing with financial aspects of the Church. We found nothing which we would dispute.
- C. We sample-checked procedures for handling cash receipts. We noted that general practice was followed, with two people counting the receipts and signing for them.
- D. We sample-checked procedures for paying expenses. There are three types of payment:
 - (i) Bank debit, automatic (e.g., Vectren)
 - (ii) Bank debit, non-automatic (e.g., the plumber)
 - (iii) Checks

We sample-checked a case for each of those outflow types. For (i), a person (generally the Treasurer) should initial to show recognition of the transaction. **(We found one case where this was not done.)** Additionally, for (i), one person authorizes or reviews, while a second person signs the check. For (ii), two people are needed to initiate the non-automatic debit. For (iii), we sample-checked, to see that there was both an authorizing person and a check signer. For (ii) and (iii)

care has been taken to see that a check was paid, signed, and dated, to avoid double payments, and that the Treasurer reviewed and signed off on all electronic payments (i) and (ii).

- E. We sample-checked one monthly statement (Sept. 18) of the Chase Credit Card account. We checked all entries within that statement, that they were added correctly and that the authorizations were in order for all transactions. See Exhibit 2. We noted that the largest of the amounts (\$150.00) was authorized by Marcia Veldman, GSTF chair.
- F. We sample checked one monthly statement of the Chase bank statement (August 30). We checked all entries within that statement. All were in order. A number of the entries on the QuickBooks side involved voiding old outstanding checks and a few internal transfers that, therefore, did not appear on the bank statement. See Exhibit 4. It was difficult matching the credits and debits on the QuickBooks report, however, we did find them all eventually.
- G. We checked the church's Petty Cash bag and found the cash amounts and receipts to be in order.
- H. We checked the Profit & Loss Budget vs. Actual 2017-18 statement (Sept. 6) for expenditures that were running ahead of budget. A number of entries relating to "Section 125 - Premium Conversn" for personnel were running at amounts reflecting about 1 month more than budgeted. Carol explained and demonstrated how the timing of the expenditure entries vs "book closing" dates temporarily inflated the expenditures vs budget amounts. All other items running ahead of budget were explained and found acceptable.
- I. We reviewed "Credit Card Policies and Procedures". Carol Marks has the original document. Carol's opinion is that it is new, and written on a "high standards" level, and that all the requirements may not be being followed to the letter just yet. However, it is a recent writeup and will need to be checked for compliance as time goes by.
- J. We sample-reconciled receipts to subsidiary records, as follows:
 - Aug. 6 S. Arnold, \$400.00, for grocery card purchases, reconciled to T-Account.
 - Aug. 28 S. Dillon, \$25.00, reconciled to his pledge record.
 - Aug. 28 T. Forkner, \$300.00, reconciled to his pledge record.

- K. We reviewed job descriptions of Church Administrator and of Office Assistant. They appeared reasonable and in sufficient detail.

II. Findings and Recommendations

- A. T-Account retirement system. It has come to our attention that there may be several (possibly many) T-Accounts that have been inactive for a long time. It may be appropriate to cull those particular accounts for permanent retirement. (New ones can always be established.) At this time, T-Accounts that have zero balances do not appear in the balance sheet, so that is a partial response to this recommendation.
- B. The T-Grocery Card Fundraiser account has gotten to the size where it could be considered material. An appropriate profit and loss approach to this account is worth considering. It is currently difficult to see how much money is actually being made in this line in any given time period under the current approach. See Exhibit 3 for a suggestion as to a reasonable accounting policy for reflection in the Profit and Loss statement.
- C. The error found on the "T" account referred to in I. A. above may have been resolved sooner if the original entry was voided and a new, correct entry had been made rather than simply correcting the original entry. Carol indicated her agreement and will be adopting that practice.
- D. When observing the counting of the Sunday Plate Offering, one counter asked if he should count the other's total as well. The reply was "if you think it's necessary". A second count was made. We recommend making periodic reminders of the proper cash counting procedures.
- E. Consider that, once a quarter for the next year, a Finance Committee member should attend a church plate counting, and reinforce the "count-twice" requirement.
- F. Consider that once a quarter for the next year a Finance Committee member should look for "voided transactions in QuickBooks vs. evidence of 'corrected entries'. See item II.C, above.

Exhibit 1									
T-Account Reviews									
			Balance						
		31-Jul-17	Net Change	31-Aug-17		T-Acct #			
Homelessness		773.39	(250.00)	523.39	RS	1			
Racial Justice		270.20	246.01	516.21	RS	2	Appears that the (250) went the wrong way, for a \$500.00 error in 7/31/17 balance.		
Reproductive Justice		1,188.98	696.37	1885.35	ER	3			
Staff Health Insurance Reserve*		1,226.68	50.00	1276.68	ER	4			
		3,459.25	742.38	4201.63					
T-Acct No.	Date	Amount (+ or -)	Item	Purpose	Authoriz	Proper signoffs Y/N			
1	8/16/2017	(250.00)	Transfer				Alan Backler	To Income Stmt for facilities use	
2	8/8/2017	243.00	Contrib.			Y	M.Foster, Beverly Walsh		
2	8/8/2017	3.01	Contrib.			Y	M.Foster, Beverly Walsh		
3	8/8/2017	40.00	Contrib.			Y	Nan McKinley, Monica Overman	Pottery donation	
3	8/10/2017	(23.63)	Expense	To D.Meader	C. Marks	Y	Carol Marks		
3	8/21/2017	500.00	Contrib.			Y	Deborah Meader		
3	8/31/2017	60.00	Contrib.				Ceramic sales, cash: (D. Meader?)		
3	8/31/2017	80.00	Contrib.				Ceramic sales, cash: (D. Meader?)		
3	8/31/2017	40.00	Contrib.				Ticket sales, cash: (D. Meader?)		
4	8/31/2017	50.00	Ministry(D)	Reserve Incr	Automatic, Recurring	None Needed			
	Summary	742.38							

Exhibit 2
Chase Credit Card Statement 9/18/2017

Unitarian Universalist Church 2120N Fee Ln IN 47408 Bloomington	Electronic Advice for payee (white copy) Direct deposit of pay roll and/or reimbursements Online bill—pay	for file (yellow copy)	gbooks online pmt autodraw
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Chase Card Services 9/18/2017
**326.50

Three Hundred Twenty-Six and 50/100

Chase Card Services

Chase Card Services 9/18/2017

TGreen Sanct Global Climate Chg	Donation	150.0
OFFICE:Office Expenses	Stamps	113.7
PLANT•Building Maintenance	Hardware	37.5
MINISTRY (C)-BENEFITS:Senior Ministe		25.0

Chase Operating Che 326.50

MARY A MACKLIN
 TRANSACTIONS THIS CYCLE (CARD 6012) \$25.00

2017 Totals Year-to-Date

Total fees charged in 2017 \$1.44
Total interest charged in 2017 \$0.00

Year-to-date totals do not
reflect any fee or interest
refunds you may have
received.

Exhibit 3

In a commercial venture where the entity purchases material and sells it at a profit, proper accounting procedure attempts to “match” the revenue with the “cost of goods sold”.

For the grocery card approach, it might follow a similar procedure below, modifying the purpose of the T-Account.

1. When the Church purchases the discounted cards, it establishes an asset equal to the cost to the Church of those cards.
2. When the Church sells the gross value cards to congregation members, the asset value of the cards sold is eliminated and offset against the sales price, and reflected as such in the Profit and Loss Statement.

This way the Church can keep the T-Account, which would then be viewed as an asset instead of a liability. The integrity of the current T-account system can thus be maintained. As each set of cards is sold to congregation members, the asset value is reduced by their discounted value, and there would be a [new] Profit line showing the amount of sales minus the asset reduction. Moreover, if the profit is thus shown as two offsetting amounts (i.e., gross amount received and asset reduction), then, as an analytical measure, historical ratios can be made, where the asset reduction can be illustrated as, say, 94% of the gross amount received and can fluctuate over time. This tightens up the process and gives a clearer picture of the true profit in the period from this fund-raising effort.

Exhibit 4

QuickBooks / Chase Bank Reconciliation August 31, 2017

6:17 PM
09/08/17

UU Church of Bloomington, Indiana, Inc.
Reconciliation Summary
Chase Operating Checking, Period Ending 08/31/2017

	Aug 31, 17
Beginning Balance	154,327.05
Cleared Transactions	
Checks and Payments - 86 items	-63,087.86
Deposits and Credits - 81 items	65,631.13
Total Cleared Transactions	2,543.27
Cleared Balance	156,870.32
Uncleared Transactions	
Checks and Payments - 13 items	-4,138.80
Deposits and Credits - 13 items	14,735.84
Total Uncleared Transactions	10,597.04
Register Balance as of 08/31/2017	167,467.36
New Transactions	
Checks and Payments - 21 items	-15,353.32
Deposits and Credits - 11 items	14,306.49
Total New Transactions	-1,046.83
Ending Balance	166,420.53

Deposits
91
- 8
73
- 55
18

86
81
167
132
35

* R.A.M.S. checks won't appear on
chase statement
there are a # of entries that
were voided - that similarly
won't appear on chase
statement

checks
96
- 5
78

96
77
- 9
two of our wires
combined with
that's
so there's
5/5 750
that's matching
with the
bank for
hours
Page 1

6:17 PM

09/08/17

UU Church of Bloomington, Indiana, Inc.

Reconciliation Detail

Chase Operating Checking, Period Ending 08/31/2017

Type	Date	Num	Name	Cir	Amount	Balance
Beginning Balance						154,327.05
Cleared Transactions						
Checks and Payments - 86 items						
General Journal	05/31/2013	119		X	-73.33	-73.33
Check	12/21/2015	23235	Joey Tartell	X	-100.00	-173.33
Check	06/06/2016	23413	Amy Makice	X	-50.26	-223.59
General Journal	09/07/2016	310	CaRLA	X	-30.00	-253.59
Check	10/26/2016	EFT	Hopscotch Coffee LLC	X	-336.50	-590.09
Check	12/07/2016	EFT	Delphi Signs	X	-35.00	-625.09
Check	02/02/2017	23652	Dennis McCarty	X	-30.00	-655.09
Check	04/04/2017	23714	Steve Lessmann	X	-4.24	-659.33
Check	05/21/2017	EFT	Scott McNeill	X	-11.09	-670.42
Check	06/06/2017	23810	Molly O'Donnell	X	-98.99	-769.41
Check	06/20/2017	23834	Nyama McCarthy-Br...	X	-1,000.00	-1,769.41
Check	06/29/2017	23842	AUUA	X	-50.00	-1,819.41
Check	07/12/2017	23853	Beverly McGahey	X	-330.00	-2,149.41
Check	07/12/2017	23851	Kim Carballo	X	-55.00	-2,204.41
Check	07/24/2017	23864	Anne Haynes	X	-301.11	-2,505.52
Check	07/24/2017	23862	Scott Hogsed	X	-55.82	-2,561.34
Check	07/27/2017	EFT	Republic Services	X	-164.56	-2,725.90
Check	07/29/2017	EFT	Duke Energy	X	-113.70	-2,839.60
Check	07/31/2017	23867	Women Writing for (...)	X	-1,775.00	-4,614.60
Check	08/01/2017	EFT	Carol Marks	X	-480.00	-5,094.60
Check	08/01/2017	23868	Kimberley Debus	X	-383.97	-5,478.57
Check	08/01/2017	EFT	Book Corner	X	-174.60	-5,653.17
Check	08/01/2017	EFT	Comcast	X	-129.95	-5,783.12
Check	08/02/2017	EFT	Old National Bank	X	-3,000.00	-8,783.12
Check	08/02/2017	EFT	Vericheck	X	-18.50	-8,801.62
Check	08/03/2017	EFT	TIAA	X	-2,692.60	-11,494.22
Check	08/03/2017	23870	Bluestone, LLC	X	-1,700.00	-13,194.22
Check	08/03/2017	EFT	Emily Manvel Leite	X	-930.12	-14,124.34
Check	08/03/2017	EFT	Oracle Elevator	X	-531.40	-14,655.74
Check	08/03/2017	EFT	your Stream Live	X	-139.00	-14,794.74
Check	08/03/2017	23869	Postmaster	X	-50.00	-14,844.74
Check	08/04/2017	23871	UUA Insurance Plans	X	-4,601.42	-19,446.16
Check	08/08/2017	23873	Bloomingfoods	X	-1,900.00	-21,346.16
Check	08/08/2017	23872	Lucky's Market	X	-744.00	-22,090.16
Check	08/10/2017	EFT	Vantiv	X	-386.27	-22,476.43
Check	08/10/2017	23874	Hoosier Interfaith Po...	X	-262.50	-22,738.93
Check	08/10/2017	EFT	Mr. Copy	X	-126.00	-22,864.93
Check	08/10/2017	EFT	Hoosier Hills Food B...	X	-103.86	-22,968.79
General Journal	08/10/2017	309	Jeff Stone	X	-91.63	-23,060.42
Check	08/10/2017	EFT	JW Pepper	X	-84.74	-23,145.16
Check	08/10/2017	EFT	adp, Inc.	X	-78.15	-23,223.31
Check	08/10/2017	EFT	Verizon	X	-70.16	-23,293.47
Check	08/10/2017	EFT	Vectren - Indiana Na...	X	-54.61	-23,348.08
Check	08/10/2017	EFT	Scott McNeill	X	-50.57	-23,398.65
Check	08/10/2017	23877	Deborah Meader	X	-23.63	-23,422.28
Check	08/10/2017	EFT	usaepay charges	X	-17.50	-23,439.78
Check	08/10/2017	EFT	Carol Marks	X	-6.65	-23,446.43
Check	08/14/2017	23878	Special Purposes F...	X	-800.00	-24,246.43
Check	08/14/2017	EFT	Hopscotch Coffee LLC	X	-395.00	-24,641.43
Check	08/14/2017	23880	Jason McCord	X	-270.00	-24,911.43
Check	08/14/2017	23879	Earthlink Business	X	-127.62	-25,039.05
Check	08/14/2017	EFT	Harrell-Fish Inc	X	-126.00	-25,165.05
Check	08/14/2017	EFT	Jeff Stone	X	-91.63	-25,256.68
Check	08/14/2017	EFT	Aver's Pizza	X	-22.11	-25,278.79
General Journal	08/15/2017	312		X	-8,927.38	-34,206.17
General Journal	08/15/2017	312		X	-2,259.69	-36,465.86
Check	08/15/2017		Chase Monthly Onli...	X	-10.00	-36,475.86
Check	08/16/2017	EFT	Chase	X	-479.66	-36,955.52
Check	08/16/2017	23883	Molly O'Donnell	X	-98.99	-37,054.51
Check	08/16/2017	EFT	Ann LeDuc	X	-54.32	-37,108.83
Check	08/16/2017	EFT	Mr. Copy	X	-37.80	-37,146.63
Check	08/21/2017	23884	Claire Robertson	X	-3,267.00	-40,413.63
Check	08/21/2017	EFT	PC Max	X	-268.75	-40,682.38
Check	08/21/2017	EFT	Carol Marks	X	-251.68	-40,934.06
Check	08/21/2017	EFT	YP	X	-183.50	-41,117.56

6:17 PM
09/08/17

7 total journal entries

UU Church of Bloomington, Indiana, Inc.
Reconciliation Detail
Chase Operating Checking, Period Ending 08/31/2017

Type	Date	Num	Name	Clr	Amount	Balance
Check	08/21/2017	23885	Kroger	X	-100.00	-41,217.56
Check	08/21/2017	EFT	adp, Inc.	X	-76.60	-41,294.16
Check	08/21/2017	23886	CaRLA	X	-35.00	-41,329.16
Check	08/23/2017	EFT	Church Mutual	X	-3,401.00	-44,730.16
Check	08/23/2017	EFT	Carol Marks	X	-12.78	-44,742.94
Check	08/24/2017	EFT	City of Bloomington ...	X	-123.19	-44,866.13
Check	08/25/2017	23890	Kim Carballo	X	-495.00	-45,361.13
Check	08/25/2017	23891	Postmaster	X	-44.00	-45,405.13
Check	08/28/2017	EFT	Scott McNeill	X	-820.00	-46,225.13
Check	08/28/2017	EFT	cairli.com	X	-185.00	-46,410.13
Check	08/28/2017	EFT	Jeff Stone	X	-121.21	-46,531.34
Check	08/28/2017	EFT	Staples	X	-75.40	-46,606.74
Check	08/28/2017	EFT	Scott McNeill	X	-63.07	-46,669.81
Check	08/28/2017	EFT	Adrienne F. Summe...	X	-60.21	-46,730.02
Check	08/28/2017	EFT	Aver's Pizza	X	-51.35	-46,781.37
Check	08/28/2017	EFT	Carol Marks	X	-50.00	-46,831.37
General Journal	08/31/2017	313		X	-8,939.36	-55,770.73
General Journal	08/31/2017	314		X	-4,259.61	-60,030.34
General Journal	08/31/2017	313		X	-2,232.22	-62,262.56
General Journal	08/31/2017	314		X	-771.30	-63,033.86
Check	08/31/2017			X	-54.00	-63,087.86
Total Checks and Payments					-63,087.86	-63,087.86

Total Checks and Payments

Deposits and Credits - 81 items

Check	06/30/2013		Transfer	X	0.00	0.00
Check	12/05/2013		Transfer	X	0.00	0.00
Check	06/30/2014		Month-end Transfers	X	0.00	0.00
Check	03/15/2015		Transfer	X	0.00	0.00
Check	12/08/2015	eft	tgroc cards	X	0.00	0.00
Check	12/08/2015	eft	tgroc cards	X	0.00	0.00
Check	01/15/2016	eft	YRE Program	X	0.00	0.00
Check	07/31/2016		Transfer	X	0.00	0.00
Check	09/07/2016	23517	CaRLA	X	0.00	0.00
Check	01/18/2017		Transfer	X	0.00	0.00
Check	01/18/2017	EFT	Transfer	X	0.00	0.00
Check	02/08/2017		Transfer	X	0.00	0.00
Deposit	07/28/2017			X	100.00	100.00
Deposit	07/30/2017			X	680.00	780.00
Deposit	07/30/2017			X	16,497.50	17,277.50
Deposit	07/31/2017			X	200.00	17,477.50
Deposit	08/01/2017			X	209.09	17,686.59
Deposit	08/01/2017			X	415.00	18,101.59
Deposit	08/01/2017			X	814.40	18,915.99
Deposit	08/02/2017			X	148.00	19,063.99
Deposit	08/03/2017		Transfer	X	0.00	19,063.99
Check	08/03/2017			X	100.00	19,163.99
Deposit	08/03/2017			X	515.00	19,678.99
Deposit	08/03/2017			X	300.00	19,978.99
Deposit	08/04/2017			X	590.00	20,568.99
Deposit	08/04/2017			X	50.00	20,618.99
Deposit	08/06/2017			X	1,556.21	22,175.20
Deposit	08/07/2017			X	600.00	22,775.20
Deposit	08/07/2017			X	4,960.00	27,735.20
Deposit	08/08/2017			X	50.00	27,785.20
Deposit	08/08/2017			X	178.00	27,963.20
Deposit	08/08/2017			X	981.92	28,945.12
Deposit	08/09/2017			X	148.00	29,093.12
Check	08/10/2017	23876	Jeff Stone	X	0.00	29,093.12
Check	08/10/2017		Transfer	X	0.00	29,093.12
Check	08/10/2017			X	30.00	29,123.12
Deposit	08/10/2017			X	1,159.00	30,282.12
Deposit	08/11/2017		void check	X	4.24	30,286.36
Deposit	08/11/2017		void check	X	30.00	30,316.36
Deposit	08/11/2017		void check	X	50.00	30,366.36
Deposit	08/11/2017		void check	X	50.26	30,416.62
Deposit	08/11/2017		void check	X	98.99	30,515.61
Deposit	08/11/2017		void check	X	100.00	30,615.61
Deposit	08/13/2017			X	50.00	30,665.61

6:17 PM
09/08/17

UU Church of Bloomington, Indiana, Inc.
Reconciliation Detail
Chase Operating Checking, Period Ending 08/31/2017

Type	Date	Num	Name	Clr	Amount	Balance
Deposit	08/13/2017			X	4,619.86	35,285.47
General Journal	08/14/2017	309R	Jeff Stone	X	91.63	35,377.10
Deposit	08/15/2017			X	2,401.67	37,778.77
Check	08/16/2017		Transfer	X	0.00	37,778.77
General Journal	08/16/2017	310R	CaRLA	X	30.00	37,808.77
General Journal	08/16/2017	311	<i>119</i>	X	73.33 <i>73.33</i>	37,882.10
Deposit	08/16/2017			X	1,190.00	39,072.10
Deposit	08/17/2017			X	125.00	39,197.10
Deposit	08/17/2017			X	310.00	39,507.10
Deposit	08/18/2017			X	40.00	39,547.10
Deposit	08/18/2017			X	2,543.00	42,090.10
Deposit	08/20/2017			X	60.00	42,150.10
Deposit	08/20/2017			X	80.00	42,230.10
Deposit	08/20/2017			X	1,440.16	43,670.26
Check	08/21/2017		Transfer	X	0.00	43,670.26
Deposit	08/21/2017			X	40.00	43,710.26
Deposit	08/21/2017			X	1,962.83	45,673.09
Deposit	08/21/2017			X	3,412.00	49,085.09
Deposit	08/22/2017			X	11.54	49,096.63
Deposit	08/22/2017		void check	X	35.00	49,131.63
Deposit	08/22/2017			X	455.00	49,586.63
Check	08/23/2017		Transfer	X	0.00	49,586.63
Deposit	08/23/2017			X	20.00	49,606.63
Deposit	08/23/2017			X	1,550.00	51,156.63
Deposit	08/25/2017			X	385.66	51,542.29
Deposit	08/25/2017			X	2,200.00	53,742.29
Deposit	08/26/2017			X	50.00	53,792.29
Deposit	08/27/2017			X	50.00	53,842.29
Deposit	08/27/2017			X	1,507.30	55,349.59
Deposit	08/28/2017			X	1.00	55,350.59
Deposit	08/28/2017			X	110.00	55,460.59
Deposit	08/28/2017			X	9,696.00	65,156.59
Deposit	08/29/2017			X	136.54	65,293.13
Deposit	08/29/2017			X	148.00	65,441.13
Deposit	08/30/2017			X	90.00	65,531.13
Check	08/31/2017		Transfer	X	0.00	65,531.13
Deposit	08/31/2017			X	100.00	65,631.13
Total Deposits and Credits					65,631.13	65,631.13
Total Cleared Transactions					2,543.27	2,543.27
Cleared Balance					2,543.27	156,870.32
Uncleared Transactions						
Checks and Payments - 13 items						
Check	05/15/2017	23779	UU Wellsprings		-1,500.00	-1,500.00
Check	07/12/2017	EFT	Republic Services		-233.99	-1,733.99
Check	07/12/2017	23852	Beverly McGahey		-110.00	-1,843.99
Check	07/20/2017	23860	Rich Janda		-10.00	-1,853.99
General Journal	07/22/2017	306			-279.84	-2,133.83
General Journal	07/22/2017	306			-67.87	-2,201.70
Check	08/10/2017	23875	Solar For All		-500.00	-2,701.70
Check	08/14/2017	23881	IU CARLA		-30.00	-2,731.70
Check	08/14/2017	23882	Carol Marks		-20.62	-2,752.32
Check	08/21/2017	23887	Christopher Haynes		-131.53	-2,883.85
Check	08/23/2017	23889	Carrells Unfinished ...		-825.00	-3,708.85
Check	08/23/2017	23888	Barbara A. Child		-300.00	-4,008.85
Check	08/28/2017	EFT	Comcast		-129.95	-4,138.80
Total Checks and Payments					-4,138.80	-4,138.80
Deposits and Credits - 13 items						
Check	05/06/2011	correc...	Deposit Correction			0.00
General Journal	05/31/2013	118			131.96	131.96
Deposit	12/15/2015				1,613.49	1,745.45
Deposit	12/21/2015		void check		820.00	2,565.45
General Journal	03/25/2016	252			3,816.42	6,381.87
Check	05/16/2016		Transfer		0.00	6,381.87

6:17 PM
09/08/17

UU Church of Bloomington, Indiana, Inc.
Reconciliation Detail
Chase Operating Checking, Period Ending 08/31/2017

Type	Date	Num	Name	Clr	Amount	Balance
Deposit	06/29/2016	void	void check		2,520.60	8,902.47
Deposit	06/30/2016	void	void check		2,796.50	11,698.97
Deposit	11/21/2016				1,579.16	13,278.13
General Journal	07/22/2017	305			68.13	13,346.26
General Journal	07/22/2017	305			279.58	13,625.84
Deposit	08/11/2017		void check		30.00	13,655.84
Deposit	08/31/2017				1,080.00	14,735.84
Total Deposits and Credits					14,735.84	14,735.84
Total Uncleared Transactions					10,597.04	10,597.04
Register Balance as of 08/31/2017					13,140.31	167,467.36
New Transactions						
Checks and Payments - 21 items						
Check	09/04/2017	EFT	Old National Bank		-3,000.00	-3,000.00
Check	09/06/2017	23892	UUA Insurance Plans		-4,620.21	-7,620.21
Check	09/06/2017	EFT	TIAA		-2,692.60	-10,312.81
Check	09/06/2017	23897	Lucky's Market		-465.00	-10,777.81
Check	09/06/2017	23893	Women Writing for (...)		-400.00	-11,177.81
Check	09/06/2017	23895	Orion Day		-194.71	-11,372.52
Check	09/06/2017	23894	Hoosier Hills Food B...		-190.08	-11,562.60
Check	09/06/2017	EFT	Bloomington Valley ...		-152.50	-11,715.10
Check	09/06/2017	EFT	Hopscotch Coffee LLC		-150.00	-11,865.10
Check	09/06/2017	EFT	Book Corner		-140.46	-12,005.56
Check	09/06/2017	EFT	your Stream Live		-139.00	-12,144.56
Check	09/06/2017	EFT	Adrienne F. Summe...		-108.67	-12,253.23
Check	09/06/2017	23896	Monroe County Gov...		-100.00	-12,353.23
Check	09/06/2017	EFT	adp, Inc.		-79.71	-12,432.94
Check	09/06/2017	EFT	Hopscotch Coffee LLC		-47.50	-12,480.44
Check	09/06/2017	EFT	Carol Marks		-41.72	-12,522.16
Check	09/06/2017	EFT	usaepay charges		-17.50	-12,539.66
Check	09/08/2017	EFT	Harrell-Fish Inc		-1,800.00	-14,339.66
Check	09/08/2017	23898	Paul Bajon		-450.00	-14,789.66
Check	09/08/2017	23899	Indiana Daily Student		-398.00	-15,187.66
Check	09/09/2017	EFT	Republic Services		-165.66	-15,353.32
Total Checks and Payments					-15,353.32	-15,353.32
Deposits and Credits - 11 items						
Deposit	09/01/2017				218.00	218.00
Deposit	09/01/2017				1,842.54	2,060.54
Deposit	09/03/2017				251.00	2,311.54
Deposit	09/03/2017				2,662.77	4,974.31
Deposit	09/04/2017				232.50	5,206.81
Deposit	09/05/2017				11.54	5,218.35
Deposit	09/05/2017				5,553.14	10,771.49
Check	09/06/2017		Transfer		0.00	10,771.49
Deposit	09/06/2017				3,485.00	14,256.49
Check	09/08/2017		Transfer		0.00	14,256.49
Deposit	09/03/2018				50.00	14,306.49
Total Deposits and Credits					14,306.49	14,306.49
Total New Transactions					-1,046.83	-1,046.83
Ending Balance					12,093.48	166,420.53



JPMorgan Chase Bank, N.A.
 P O Box 659754
 San Antonio, TX 78265 - 9754

August
 Account

CUSTOMER SERVICE INFORMATION

Web site: **Chase.com**
 Service Center: **1-800-242-7338**
 Deaf and Hard of Hearing: **1-800-242-7383**
 Para Espanol: **1-888-622-4273**
 International Calls: **1-713-262-1679**

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 UNITARIAN UNIVERSALIST CHURCH OF BLOOMIN
 GTON, INDIANA, INC.
 2120 N. FEE LANE
 BLOOMINGTON IN 47408-1646



We updated our Deposit Account Agreement

On August 27, 2017, we published an updated version of our Deposit Account Agreement.

You can get the latest Deposit Account Agreement at chase.com/disclosures, at a branch or by request when you call us. Please review the Overdrafts section (General Account Terms, Section C) where we have added language to explain that we rely on transaction coding sent to us by the merchant or third party to determine whether a transaction is everyday or recurring.

Please call us at the number on this statement if you have any questions.

CHECKING SUMMARY

Chase BusinessSelect Checking

	INSTANCES	AMOUNT
Beginning Balance		\$154,327.05
Deposits and Additions	55	65,117.69
Checks Paid	23	-18,435.06
Electronic Withdrawals	52	-44,075.36
Fees	2	-64.00
Ending Balance	132	\$156,870.32

} = 200.77 w/o

DEPOSITS AND ADDITIONS

DATE	DESCRIPTION	AMOUNT
08/01	Deposit	\$16,492.50 ✓
08/01	Deposit	814.40
08/01	Cash Deposit Credit Adjustment	5.00
08/01	Moneris-ACH Deposit 295345062885 CCD ID: 1246824696	680.00
08/01	Vci Clear Settlement 3224B0324 CCD ID: 4013137Zst	415.00
08/02	Moneris-ACH Deposit 295345062885 CCD ID: 1246824696	200.00
08/03	Deposit	515.00
08/03	Moneris-ACH Deposit 295345062885 CCD ID: 1246824696	209.09
08/03	Vci Clear Settlement 3224B0324 CCD ID: 4013137Zst	100.00
08/04	Vci Clear Settlement 3224B0324 CCD ID: 4013137Zst	300.00
08/04	Moneris-ACH Deposit 295345062885 CCD ID: 1246824696	150.00
08/07	Deposit	1,556.21 ✓
08/07	Vci Clear Settlement 3224B0324 CCD ID: 4013137Zst	600.00
08/07	Moneris-ACH Deposit 295345062885 CCD ID: 1246824696	590.00

**DEPOSITS AND ADDITIONS** (continued)

DATE	DESCRIPTION	AMOUNT
08/08	Deposit	4,960.00
08/08	Vci Clear Settlement 3224B0324 CCD ID: 4013137Zst	178.00
08/08	Moneris-ACH Deposit 295345062885 CCD ID: 1246824696	50.00
08/09	Deposit	981.92
08/11	Deposit	1,159.00
08/14	Moneris-ACH Deposit 295345062885 CCD ID: 1246824696	50.00
08/14	Moneris-ACH Deposit 295345062885 CCD ID: 1246824696	30.00
08/15	Deposit	4,618.86
08/15	Cash Deposit Credit Adjustment	1.00
08/15	Vci Clear Settlement 3224B0324 CCD ID: 4013137Zst	148.00
08/15	Moneris-ACH Deposit 295345062885 CCD ID: 1246824696	50.00
08/17	Deposit	1,190.00
08/17	Moneris-ACH Deposit 295345062885 CCD ID: 1246824696	2,401.67
08/17	Vci Clear Settlement 3224B0324 CCD ID: 4013137Zst	310.00
08/18	Deposit	2,543.00
08/18	Merch Bankcard Billing 295345062885 CCD ID: 1470770502	0.01
08/21	Deposit	3,412.00
08/21	Deposit	1,440.16
08/21	Vci Clear Settlement 3224B0324 CCD ID: 4013137Zst	1,962.83
08/21	Moneris-ACH Deposit 295345062885 CCD ID: 1246824696	125.00
08/21	Moneris-ACH Deposit 295345062885 CCD ID: 1246824696	60.00
08/21	Moneris-ACH Deposit 295345062885 CCD ID: 1246824696	40.00
08/22	Vci Clear Settlement 3224B0324 CCD ID: 4013137Zst	148.00
08/22	Moneris-ACH Deposit 295345062885 CCD ID: 1246824696	80.00
08/23	Moneris-ACH Deposit 295345062885 CCD ID: 1246824696	40.00
08/23	Vci Clear Settlement 3224B0324 CCD ID: 4013137Zst	20.00
08/24	Deposit	455.00
08/24	Moneris-ACH Deposit 295345062885 CCD ID: 1246824696	11.54
08/25	Vci Clear Settlement 3224B0324 CCD ID: 4013137Zst	2,200.00
08/25	Moneris-ACH Deposit 295345062885 CCD ID: 1246824696	1,550.00
08/28	Deposit	1,507.30
08/28	Deposit	385.66
08/28	Cash Deposit Credit Adjustment	1.00
08/28	Moneris-ACH Deposit 295345062885 CCD ID: 1246824696	50.00
08/29	Deposit	9,696.00
08/29	Vci Clear Settlement 3224B0324 CCD ID: 4013137Zst	148.00
08/29	Moneris-ACH Deposit 295345062885 CCD ID: 1246824696	50.00
08/30	Moneris-ACH Deposit 295345062885 CCD ID: 1246824696	110.00
08/30	Vci Clear Settlement 3224B0324 CCD ID: 4013137Zst	90.00
08/31	Moneris-ACH Deposit 295345062885 CCD ID: 1246824696	136.54
08/31	Vci Clear Settlement 3224B0324 CCD ID: 4013137Zst	100.00
Total Deposits and Additions		\$65,117.69

**CHECKS PAID**

CHECK NO.	DESCRIPTION	DATE PAID	AMOUNT
23834	^	08/02	\$1,000.00
23842	* ^	08/01	50.00
23851	* ^	08/07	55.00
23853	* ^	08/18	330.00
23862	* ^	08/01	55.82
23864	* ^	08/09	301.11
23867	* ^	08/09	1,775.00
23868	^	08/10	383.97
23869	^	08/11	50.00
23870	^	08/15	1,700.00
23871	^	08/08	4,601.42
23872	^	08/14	744.00
23873	^	08/15	1,900.00
23874	^	08/31	262.50
23877	* ^	08/18	23.63
23878	^	08/31	800.00
23879	^	08/28	127.62
23880	^	08/29	270.00
23883	* ^	08/29	98.99
23884	^	08/28	3,267.00
23885	^	08/28	100.00
23890	* ^	08/29	495.00
23891	^	08/29	44.00
Total Checks Paid			\$18,435.06



If you see a description in the Checks Paid section, it means that we received only electronic information about the check, not the original or an image of the check. As a result, we're not able to return the check to you or show you an image.

* All of your recent checks may not be on this statement, either because they haven't cleared yet or they were listed on one of your previous statements.

^ An image of this check may be available for you to view on Chase.com.

ELECTRONIC WITHDRAWALS

DATE	DESCRIPTION	AMOUNT
08/01	08/01 Online Payment 6411486559 To Book Corner	\$174.60
08/02	08/01 Basic Online Payroll Payment 5020826857 To #####3247	480.00
08/02	Old Natl Bank Debit Xfer PPD ID: 8351729164	3,000.00
08/02	Vericheck Inc Purchase 39952648 CCD ID: 4013137Zst	18.50
08/03	08/03 Online Payment 6417437856 To Tiaa-Cref As Agent For JP Morgan	2,692.60
08/03	08/03 Online Payment 6417437842 To Oracle Elevator Company	531.40
08/03	Moneris-ACH Discount 295345062885 CCD ID: 1246824696	386.27
08/03	Churchstreaming, Ysl LLC M40228676979 Web ID: 1911718107	139.00
08/04	08/03 Basic Online Payroll Payment 5021028212 To ###1732	930.12
08/07	Usaepay 0717 Billi CCD ID: Rf00011910	17.50
08/09	08/09 Online Payment 6350120143 To Comcast	129.95
08/10	08/10 Online Payment 6433902885 To Hoosier Hills Food Bank	103.86
08/10	08/10 Online Payment 6433902892 To Jw Pepper & Son, Inc.	84.74
08/10	08/10 Online Payment 6433902897 To Mr. Copy	126.00
08/10	08/10 Online Payment 6433902901 To Verizon	70.16
08/10	Republicservices Rsbillpay 306944042442 Web ID: 7860843596	164.56
08/10	Duke Energy IN Web_Pay 12525410072017 CCD ID: 534690004	113.70



At
Acc

ELECTRONIC WITHDRAWALS (continued)

DATE	DESCRIPTION	AMOUNT
08/11	08/10 Basic Online Payroll Payment 5021453815 To #####7802	50.57
08/11	08/10 Basic Online Payroll Payment 5021453813 To #####3247	6.65
08/11	08/11 Online Payment 6436868173 To Hopscotch Coffee LLC	336.50
08/11	08/11 Online Payment 6436868162 To Delphi Signs	35.00
08/11	ADP Payroll Fees ADP - Fees 2Rs65 6254571 CCD ID: 9659605001	78.15
08/14	08/11 Basic Online Payroll Payment 5021513980 To #####7802	11.09
08/14	08/14 Online Payment 6442643320 To Aver's Pizza	22.11
08/14	08/14 Online Payment 6442643412 To Harrell-Fish, Inc.	126.00
08/14	08/14 Online Payment 6442643476 To Hopscotch Coffee LLC	395.00
08/14	ADP Wage Pay Wage Pay 743030761837365 CCD ID: 9333006057	8,927.38
08/14	ADP Tax ADP Tax Rms65 081515A01 CCD ID: 1223006057	2,259.69
08/15	08/14 Basic Online Payroll Payment 5021619252 To ###3098	91.63
08/16	08/16 Online Payment 6448161378 To Chase Cardmember Services	479.66
08/16	08/16 Online Payment 6448161391 To Mr. Copy	37.80
08/17	08/16 Basic Online Payroll Payment 5021792207 To #####0012	54.32
08/21	08/21 Online Payment 6459387944 To PC Max Inc.	268.75
08/21	08/21 Online Payment 6459387949 To Yp Holdings LLC	183.50
08/22	08/21 Basic Online Payroll Payment 5022019112 To #####3247	251.68
08/23	08/23 Online Payment 6463596022 To Church Mutual	3,401.00
08/23	Merch Bankcard Billing 295345062885 CCD ID: 1470770502	0.01
08/24	08/23 Basic Online Payroll Payment 5022164759 To #####3247	12.78
08/24	City of Blooming Utilitypmt PPD ID: 1356000954	123.19
08/25	ADP Payroll Fees ADP - Fees 2Rs65 7646269 CCD ID: 9659605001	76.60
08/28	08/28 Online Payment 6474918476 To Cairril.Com, Inc.	185.00
08/28	08/28 Online Payment 6474918482 To Staples Credit Plan	75.40
08/28	08/28 Online Payment 6474918468 To Aver's Pizza	51.35
08/28	Indiana Gas CO., UTIL Paymt PPD ID: 1350793669	54.61
08/29	08/28 Basic Online Payroll Payment 5022392502 To #####3247	50.00
08/29	08/28 Basic Online Payroll Payment 5022392505 To ###3098	121.21
08/29	08/28 Basic Online Payroll Payment 5022392503 To #####7802	63.07
08/29	08/28 Basic Online Payroll Payment 5022392508 To #####0014	60.21
08/29	08/28 Basic Online Payroll Payment 5022392806 To #####7802	820.00
08/30	ADP Wage Pay Wage Pay 683036480329S65 CCD ID: 9333006057	13,198.97
08/30	ADP Tax ADP Tax Rms65 083116A02 CCD ID: 1223006057	2,232.22
08/30	ADP Tax ADP Tax Rms65 083108A01 CCD ID: 1223006057	771.30
Total Electronic Withdrawals		\$44,075.36

Handwritten notes:
-95
-95
-11

Handwritten notes:
withdrawing fees
G J
-95
-95

FEES

DATE	DESCRIPTION	AMOUNT
08/15	Online Payroll: Monthly Service Fee	\$10.00
08/31	Monthly Service Fee	54.00
Total Fees		\$64.00

Chase BusinessSelect Checking allows up to 200 debits, credits, and deposited items per statement period. Your transaction total for this statement period was 335 and excessive transaction fees were applied. If this level of activity is typical, please contact us so that we can explore other product options for your business.



IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC FUNDS TRANSFERS: Call us at 1-866-564-2262 or write us at the address on the front of this statement (non-personal accounts contact Customer Service) immediately if you think your statement or receipt is incorrect or if you need more information about a transfer listed on the statement or receipt.

For personal accounts only: We must hear from you no later than 60 days after we sent you the FIRST statement on which the problem or error appeared. Be prepared to give us the following information:

- Your name and account number
- The dollar amount of the suspected error
- A description of the error or transfer you are unsure of, why you believe it is an error, or why you need more information.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days (or 20 business days for new accounts) to do this, we will credit your account for the amount you think is in error so that you will have use of the money during the time it takes us to complete our investigation.

IN CASE OF ERRORS OR QUESTIONS ABOUT NON-ELECTRONIC TRANSACTIONS: Contact the bank immediately if your statement is incorrect or if you need more information about any non-electronic transactions (checks or deposits) on this statement. If any such error appears, you must notify the bank in writing no later than 30 days after the statement was made available to you. For more complete details, see the Account Rules and Regulations or other applicable account agreement that governs your account. Deposit products and services are offered by JPMorgan Chase Bank, N.A. Member FDIC



JPMorgan Chase Bank, N.A. Member FDIC



A

DAILY ENDING BALANCE

DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT
08/01	\$172,453.53	08/11	166,341.02	08/23	163,794.30
08/02	168,155.03	08/14	153,935.75	08/24	164,124.87
08/03	165,229.85	08/15	155,051.98	08/25	167,798.27
08/04	164,749.73	08/16	154,534.52	08/28	165,881.25
08/07	167,423.44	08/17	156,381.87	08/29	173,752.77
08/08	168,010.02	08/18	160,571.25	08/30	157,750.28
08/09	166,785.88	08/21	167,158.99	08/31	156,870.32
08/10	165,738.89	08/22	167,135.31		



SERVICE CHARGE SUMMARY

You were not charged a monthly service fee this month. Your monthly service fee can continue to be waived in five different ways during any statement period:

- Maintain an average daily balance of \$7,500.00. Your average daily balance was \$164,213.00. OR
- Maintain a relationship balance of \$25,000.00 or more during the statement period. Your relationship balance was \$164,129.00. OR
- Link a qualifying personal checking account to your Chase BusinessSelect Checking account. Your Premier Plus personal checking account is linked. OR
- Spend at least \$1,000.00 on a linked Chase Business Credit Card. You spent \$314.00. OR
- Pay at least \$50.00 in qualifying checking-related services or fees. You paid \$64.00.

See your Account Rules and Regulations or stop in to see a banker today to find out more.

TRANSACTIONS FOR SERVICE FEE CALCULATION

Checks Paid / Debits	
Deposits / Credits	
Deposited Items	
Transaction Total	

NUMBER OF TRANSACTIONS

40
52
243
335

SERVICE FEE CALCULATION

Service Fee	
Service Fee Credit	
Net Service Fee	
Excessive Transaction Fees (Above 200)	
Total Service Fees	

AMOUNT

\$15.00
-\$15.00
\$0.00
\$54.00
\$54.00

CASH PROCESSING

Cash Deposits Immediate Verification	
Cash Deposits Post Verification/Night Drop	
Cash Deposits Total	
Cash Deposits Allowed	
Excess Cash Deposits	

AMOUNT

\$3,567.00
\$991.00
\$4,558.00
\$7,500.00
\$0.00

APPENDIX E
STATEMENT OF YEAR END CASH FLOW FY2017

Statement of Cash Flow
Board Report
July 1, 2016-June 30, 2017

REVENUE

Category	Budgeted	Actual	\$ Over Budget	Notes
Pledges & Grants - Comted	544,000	513,492	-30,507	94.40%
Pledges & Grants - New Bazaar	3,000	6394	3394	213.10%
Facilities Use Fees	10,000	9478	-521	94.8
Interest Income	6,100	7,748	1,648	127%
Investment Income	50	0	-50	0
Kroger/Marsh	2,500	7,171	4,671	100.00%
Misc.	7,000	7000		100%
Prior Year Operating Extra	7,000	12,486	5,486	178.00%
Prior Year Pledges	12000	0	-12000	0%
Sunday Plate	10,000	26,025	16,025	260%
Talent Auction	24,000	29,193	5,193	121.00%
Totals	11,000	18727	7727	170.30%
	636,650	637,718	1,068	100.20%

EXPENSE

Category	Budgeted	Actual	\$ Over Budget	Notes
Campus Min & Outreach	2,953	2233	-719	75.60%
Childcare	12,541	8,789	-3,751	70.00%
Committees	10,364	7,320	-3,043	70.60%
Denominational	44,024	44,024		100.00%
Ministry - Salary	147,546	147,546		
Ministry - Benefits	52,499	51,110	-1,388	97.40%
Ministry - Other	4,517	5,500	-982	82.10%

Music	41,554	36,605	-4,948	88.00%
Office	124,150	123,730	-419	99.00%
Plant	117,429	112,956	-4,472	96.20%
Religious Education	82,097	79,044	-3,052	96.30%
Totals Expense	640,659	617,881	-22,777	96.40%
Net Income	-4,009	19,836	23,845	-494%

APPENDIX F
FIVE YEAR CAPITAL PLAN

CAPITAL PLAN
Board Report for November 2017

Entrances:

- Add three LED “Dark Sky” light fixtures outside of the main entrance and meeting room sliding doors (replaces the old, round globe lights). These lights were added outside of Fellowship Hall and the portico and work well.
- Our main entrance is not very intuitive. Is there an architectural solution? The sign “Main Entrance” is small and not easily seen from the driveway. Consider changing this.
- The southwest corner of the building (Fee Lane) is a key entry point and very visible from the street. The Green Grounds committee is considering a project to make the area more attractive – perhaps terrace the area and add a tree.
- Portico Entrance – make this a more attractive and inviting entrance. Move yoga cushions or have a cabinet to store the cushions. Place art work in this area and walls by the library.

Painting:

- Exterior - east side near Fellowship Hall and north at office wing and window well is needed. The Green Grounds committee will assess these areas in spring 2018.
- Exterior - The west side of the building, including the wall at the meeting room’s narrow windows, the wall at the round window, and by the office door were all painted in September 2017. The round window was caulked and the stucco under the round window was patched before painting.
- Paint walls in the sanctuary. The cost estimate is \$6,000. May want to do it in sections. May want reflective paint for the projection areas (especially to be able to see photos).
- Paint room 201 (administrator’s office) and room 204 (workroom).
- The upstairs RE kitchen needs to be painted.
- Paint Portico entry with an accent color.
- The floor ducts in the old RE wing have been filled in. New tile covering the concrete was installed. The walls will be painted. Our standard off-white, eggshell finish will be used, with semi-gloss on the lower half of the

wall (for easier cleaning). Jeff will make oak corner guards near the water fountain. Children's artwork will hang on the wall that has the railing.

- Install low E-film on south and west office windows. Some of the windows are difficult to crank shut, especially one left open in the rain. They can be adjusted, but with difficulty.

Gutters:

- The west end of the gutter at the main entrance roof drips and forms ice in the winter. The gutters above the north porch need to be cleaned and re-nailed in fall 2017.

Wood Issues:

- Wood signs are beginning to deteriorate. We will keep the metal posts and replace the wooden signs with metal and vinyl graphics and text.
- Carpenter bees and then woodpeckers have damaged many of the horizontal rails in the courtyard fence. Will explore a wood fill to blend in and add repellent to deter further damage.
- Add a trellis to shade the nursery play area in summer.
- Add a picnic table (or two benches that converts to a table) for staff and guests to meet outside in good weather.
- Replace the small shed with a larger one.

Bike Parking:

- Additional bike parking is needed. It should be artistic and have easy building access and be secure. We need a longer area for bikes with carts behind. Consider having an area under an awning or roof. Some possible areas for bike parking: south of the drive, in area east of the Fee Lane sidewalk; near the office entrance; near the sheds.

Solar Panels:

- In July 2017 we had a sprinter event to raise funds to add additional solar panels to the church. As of August 31, 2017, \$41,240.00 was raised. In September work began to install the solar panels on the RE wing. All our solar panels are now up and running.

Flora Issues:

- Tommy DiLavore's Eagle Scout project will widen the path up from the Bypass.
- The shrubs near the sheds need to be trimmed.

- Trees and shrubs that were blocking the light pole along the driveway to the parking lot were trimmed and one maple tree was removed.
- Consider appropriating funds to hire someone to do weekly general grounds maintenance during the growing season. This would allow volunteers to concentrate on small areas or projects that have particular resonance for small groups or individuals.

Church Survey:

- A survey of the church property is needed to mark the corner boundaries.

Heating/Cooling:

- The first floor, air conditioning unit number 6 AC, Rooms 104 and 106, nursery and infants, is old and needs to be replaced. In spring 2017, Harrell Fish, Inc. replaced the refrigerant to give the unit a few more years. The cost was \$600 instead of an estimated \$5,000 for a replacement in 2020-21. Unit 4 AC, Rooms 103 and 105: May need replacement soon. The estimated replacement date was 2016. Estimated cost is \$6,000.

Lighting:

- Dick Stumpner has been monitoring the skylights. The problem seems to be water getting between the metal and old roof. Dick suggests trying to get the water where the two roofs meet to a gutter. Once the leaking has stopped, the drywall, near the skylights, will need to be repaired and painted.
- Two LED lamps have burned out in the sanctuary. Two donated replacements were used. But if they start burning out faster, we will need to replace the fixtures with ones designed for LEDs. This will require renting the lift.
- Sanctuary Round Window – A two-part painted Plexiglas Spring/Summer design was installed in April 2017. A winter design will be designed and installed in the near future.
- Also replace fluorescent lighting with LED tubes in room 204. The fluorescent tubes flicker and buzz.

Carpet:

- Replace carpet in meeting room and hallway as soon as the budget allows. Use carpet tiles. The existing carpet was installed in 1999. Approximate cost: \$10,000.

- Plan for new carpet in room 208 in the future.

Signage:

- New interior signs throughout the building are needed. This is scheduled for November 2017.

Lift:

- MAM is doing research re purchasing a lift to reach ceiling lights, painting areas, etc.