



Board Meeting Agenda  
April 24, 2014

- I. **Call to Order with Opening Prayer – (Sandra Webb)**  
Sandra read a prayer from United Methodist Children’s Home handout, composed by Angelo Monte, asking God that we would be agents of the Resurrection.
- II. **Reading of Mission Statement:**  
The mission of the Co-Op is to glorify God and to demonstrate God’s love to those in crisis. The Co-Op is an intentionally Christian organization seeking to honor the Lordship of Jesus Christ in word and deed by following His example in sharing and caring for brothers and sisters in need. The Co-Op seeks to preserve clients’ dignity while encouraging self-responsibility and spiritual growth.
- III. **Approval of Minutes of January 30, 2014 Board Meeting (Sandra Webb)**  
No corrections or additions. Motion to approve made by Elaine Schwartz; 2<sup>nd</sup> by Rod Baker; minutes approved unanimously by show of hands.
- IV. **Treasurer’s Report (Sandra Gustavson) (Report Attached)**  
The Lawrenceville Co-Operative Ministry finished the first quarter of 2014 with net income of \$18,702, not counting in-kind donations and pantry assistance provided to clients. The total for contributions received was very similar to the first quarter of 2013, while expenses increased in several areas, including client financial assistance, insurance, repairs, utilities, and payroll. Total cash on hand as of March 31, 2014 was \$262,948. Of this amount, \$9,730 was designated by the donors for pantry assistance only.
- V. **Director’s Report (Linda Freund) (Report Attached)**
- VI. **Executive Session**  
Sandra Webb announced that the Board would move into an executive session to discuss a matter of pending litigation. Sandra Gustavson explained that Section 8.4 of our bylaws permits the Board to meet in executive session to discuss matters involving either personnel or pending litigation. The bylaws further specify that only duly appointed Board members and others specifically invited to attend may be present during an executive session. Sandra further noted that all

discussions within executive session are to be confidential and not discussed after the executive session ends. No minutes are recorded, but any actions taken during the executive session are reported in the minutes of the regular meeting. The Board voted by a show of hands to go into executive session and specifically invited non-Board members Am Freund, Hank Hankins, and Linda Freund to be present. At the conclusion of discussion, Sandra Gustavson moved to end the executive session. Kelly Castle seconded the motion and it was approved by a show of hands.

## VII. Old Business

### A. 2014 Peachtree Symphonic Winds Concert Report (Elaine Schwartz)

Many thanks to Lawrenceville Church of God for hosting the April 3<sup>rd</sup> concert. There were 446 food items collected and just under \$1,000 donated. It was mentioned that First United Methodist Church of Lawrenceville may want to host the next event. The hosting church will take the lead in promoting the concert and coordinating with PSW.

### B. Report from First Baptist Clothing Mission (needs, etc.) – (Joan Beard)

In transition from cold to warm weather clothing. Joan asked Board to help fill clothing mission inventory with leftover clothing from yard sales. Another avenue for donations is to coordinate with church's VBS activities and have participants donate to the clothing ministry.

## VIII. New Business

### A. 2014 Proposed Financial Budget

Linda Freund presented the proposed 2014 budget proposal (attached). The proposal assumes total funding of \$549,600, direct client assistance of \$447,000 and \$102,600 of operational expenses. Included within the total for client assistance is \$60,000 to establish a reserve for future ministries. It is envisioned that this amount be segregated in a separate bank account, to assist in keeping our bank balances below the \$250,000 limit for FDIC insurance. Elaine Schwartz moved to approve opening a new bank account at Peach State Bank. The motion was seconded and approved by the Board. After additional discussion, Elbie Ancona moved to approve the proposed budget. The motion was seconded by Laurie Ballew and approved by the Board.

### B. Hammerin' Hubbard Bike Race (Andy Phucas)

Web site will go live this weekend. Several rides are options for participation, including a 200-mile round trip. Andy requested volunteers to staff the seven relief stops.

C. 2014 Crop Walk (Rod Baker)

Sunday, October 19, 2014, sponsored by the First Christian Church of Lawrenceville. Activities include a youth walk on the property of Lawrenceville First Christian Church. Walkers can be sponsored online or with traditional donation envelopes. Twenty-five percent of funds raised will be donated by Church World Service to the Lawrenceville Cooperative Ministry. All churches are encouraged to participate by walking and/supporting participants. This is a great opportunity for youth groups!

D. Statistics Analysis (Hank Hankins) (Report Attached)

Hank summarized in-depth analyses of four weekly ministry disbursements to clients - each week represented a different season.

E. Ask churches to do food drives & give generously (Sandra Webb)

Need for personal-care items and general food donations. Much of what the Co-Op is able to purchase from the Atlanta Food Bank is only for families with children. Donations are critical so that the entire population the Co-Op serves has food. Saturday prior to Mothers' Day, May 10, is the U.S. Postal Service food drive. McKendree UMC volunteers will lead in the pick up from the post offices, but other volunteers are needed.

F. Other New Business?

Prayer for Jesse Craft (cancer)

IX. Closing Prayer (Linda Freund)