

Matthews United Methodist Church Charge Conference Meeting Minutes-02/05/2025

Pastor Chuck Wilson*	Becky Yates	Margaret Todd
Pastor Linda Kelly	Mike Murphy	Philip Tate
Pastor Corey Milliet	Byard Bost	Joe Robinson
Debbie Fitts	Heath Gilbert	Tyleta Morgan
Katrina Larrison	Jonathan Pollack	Suzanne Pugh
Kaitlin Klotz		

*Indicates elder

- I. Opening prayer-Pastor Chuck Wilson
- II. Call of the Charge Conference-Pastor Chuck Wilson
- III. Review of Pastor Roldan Norona's Salary-Pastor Chuck Wilson and Heath Gilbert
 - a. Increase of current salary of \$39,822 to \$45,000
 - b. Required by a salary range chart to keep Pastor Roldan Norona at the minimum salary for a local pastor
 - i. The minimum for 2025 is \$41,813
 - ii. It was agreed that Pastor Roldan Norona should receive more than the minimum
 - iii. More than one church staff
 - c. The 2025 operating budget already accounts for Pastor Roldan Norona
 - i. Part of the raise includes a housing allowance which is a requirement set forth by annual conference
 - d. Motion to approve Pastor Roldan Norona's salary increase-Mike Murphy
 - i. Seconded by Katrina Larrison
 - e. Vote
 - i. Unanimous Pass
- IV. 2025 Operating Budget-Mike Murphy & Debbie Fitts
 - a. Reviewed and discussed by the finance committee in their last meeting and approved unanimously
 - b. All known expenses have been built into the budget
 - c. Some expenses have been budgeted higher than their actual cost in previous year
 - i. Some of this is driven by staff and pastoral compensation increases
 - d. Items of interest
 - i. Pledges and tithes were kept flat over 2024
 1. Pledges for 2025 was higher than 2024
 - a. This will likely cover the \$60,000 from 2024
 2. Less budgeted for income (some funds from capital campaign will be used this year)
 3. \$2.87 million actual in 2024
 4. The 2025 proposed budget is \$2.88 million
 5. Largest increase was in rental income
 - a. We anticipate a full-year rental of the Legacy School
 - i. Rental of additional rooms increases our income
 6. Expenses

- a. Some fluctuations in line items
 - b. Largest increase was in facility care
 - i. Insurance falls into this category and it went up significantly after the Christmas 2022 freeze and subsequent plumbing emergencies
 - ii. New maintenance agreement that covers the new HVAC system to be installed over the course of 2025 (additional \$11,000)
 - 7. Carryover
 - a. was an additional \$8,000 over our budgeted expenses
 - i. Actual 2024 expenses = \$2.686 million
 - ii. 2024 budgeted expenses = \$2.882 million
 - e. Motion to vote to accept the 2025 operating budget
 - i. Motion-Mike Murphy
 - ii. Seconded-Margaret Todd
 - f. Vote
 - i. Unanimous pass
- V. January Financial Update-Pastor Chuck Wilson & Debbie Fitts
- a. The goal for January was to obtain \$177,000 in pledges and tithes
 - b. Actual pledges and tithes were \$207,000
 - i. Excess of \$30,000
 - c. Two gifts of pre-paid pledges were given in 2024
 - i. \$50,000 total in pre-paid pledges
 - d. 2025 budget does not currently include annual raises for Church staff and clergy
- VI. Proposal to use excess funds for staff year-end monetary gifts-Heath Gilbert
- a. Proposed amount of \$60,000
 - b. One-time gift
 - c. Given in different stratifications
 - i. Base amount for full time employees
 - ii. Base amount for part-time employees
 - iii. Merit adjustments
 - d. Funds will be accrued onto the balance sheet from 2024
 - i. This will not impact 2026
 - e. Anticipated date of disbursement on February 15th
 - f. Motion for vote to approve year end monetary gift-Heath Gilbert
 - i. Seconded by Suzanne Pugh
 - g. Vote
 - i. Unanimous Pass
- VII. Recognition of Margaret Todd's service-Pastor Chuck Wilson
- VIII. Rule of Life-Pastor Chuck Wilson
- IX. Closing-Pastor Chuck Wilson