



Parkside Board Meeting

Sunday, July 19, 2020

1:00 pm

Attendees

Board Members:

Tony Jones

Bob Capp

Jeff Dickerson

Ken Fling

Mike Havens – absent (tried Zoom but sound was not working)

Tom Huff

Ken Johnson

Nancy Medeiros

Guests:

Michele Dickerson

Tom Cox

Nancie Goodnough (minutes)

Sharing Life - Devotional

Ken Johnson

Frances Chan – Letters to the Church, Chapter 1

Board Meeting

Ministry Reports

1. Pastor Michele Dickerson – Executive
2. Pastor Dan Beltran – Spanish Ministry
3. Pastor Sam Valenzuela – Youth
4. Pastor Dan Elliott – Seniors & Missions - No Report
5. Pastor Charity Beltran – Spanish Worship and Leadership
6. Debbie McDonald – Marketing



Discussion Items

1. Update parceling – Tom Cox/PT – Everything is in place, PG&E is working with their contractor, construction should start this week. It should not take longer than a week
2. Update on Reed Trust – Tom Huff – The attorneys for Derek Sweem have withdrawn. However there is a lawyer that has sent a letter with documentation stating Mrs. Reed was not competent. The attorney for Parkside, TBN and CBN feels this will not be allowed this late in the game and she feels the case is nearing the end
3. Marketing Team update – PT – See report attached. The Marketing Team is doing a great job. They will be calling themselves the Communication Team from this point forward. PT said there was an article in the Auburn Journal last Wednesday that was great
4. Ring Cameras – Jeff Dickerson – The church currently has 3 cameras. It is recommended to get several more, one in the office, one near the children’s check-in, one at the media booth, etc. The church can get a paid membership to store the videos to the Ring Cloud for all the cameras for \$100 per year. PT asked if the board was in agreement with getting more cameras. There was a consensus by all to move forward. PT noted this is not an action item as it’s less than \$500 and the board previously gave approval for expenses less than \$500. Bob Capp asked who would be monitoring the cameras. Someone would need to monitor them regularly. PT said he and Michele would discuss this

Action Items

1. Action item dated June 19, 2020 regarding QuickBooks Online migration from QuickBooks desktop version. The issue was time sensitive to meet a sale price that was close to expiring. The new version of QuickBooks Online (QBO) gives security and portability of use and no need to change computers when people change positions. Also, QBO allows for 5 users and 2 accountants to log in, as opposed to only one user on one computer. The price under the sale is \$57.50 plus payroll cost of \$4 per employee per month for the first year. After the first year the cost will be \$115 plus payroll cost of \$4 per employee per month

Motion to approve using QuickBooks Online with a monthly charge of \$57.50 per month plus payroll cost of \$4 per employee for first year, (after first year the cost would be \$115 per month with payroll cost of \$4 per employee) by Ken Johnson, seconded by Tony Jones, all in favor, none opposed

2. Approve June 2020 Board Minutes –

Motion to approve the June, 2020 Board Minutes by Tom Huff, seconded by Bob Capp, all in favor, none opposed

3. Approve June 2020 Finance Report –

There was not a June Finance Report, approval was tabled

4. Recommendations from Finance Committee – Tom Cox



- a. Tom C. provided a Statement of Activity which replaces the Profit & Loss report; however, the report is incomplete as of this date as accounting is in transition. PT explained there will be 3 months of reports provided at the next board meeting
- b. Tom C. discussed David Fava's cost for webpage and media is \$292 annually and \$69 per month, for the Spanish ministry it's \$212 annually and \$14 per month. The finance committee recommended shutting down the Spanish website as it has been blank since 2018. PT said he spoke with Pastor Dan about having someone take over the Spanish website. PT is recommending keeping both websites and said Pastor Dan understands it will need to be built AND maintained. The motion is to recommend David purchase what is needed for both websites. Jeff asked about some of the monthly subscriptions as they are items that David could use for his personal business. Tom H said since the church is only paying David a \$500 stipend to maintain the website he did not want David to absorb the monthly costs.

Motion to approve David Fava's website expenses by Tom Huff, seconded by Tony Jones, 6 in favor, 1 opposed

- c. Tom discussed the pledge money given to Brad Reiches through Vanco for the months of May, June and July of 2020. The Vanco account was set up by Liz Simone to collect pledge money automatically from people's personal checking/savings accounts on a monthly basis. Tom worked with Vanco to become the administrator in place of Liz. Once Tom was the administrator, he shut down the account. The amount charged to six different people for May, June and July will be returned along with a letter explaining the situation. The total amount to be returned is \$1,624.14.

Motion to approve returning the Brad Reiches Pledge money, that totals \$1,624.14, back to the original givers for the months May- July 2020 along with a letter of explanation by Tom Huff, seconded by Nancy Medeiros, all in favor, none opposed

- d. Tom discussed reimbursement of legal fees for the Placer Union High School board. The church board previously approved to reimburse Placer Union attorney fees to cover the cost of parceling the church homes. However, Placer Union forgot to include the invoice for November. The November attorney fee is \$2,658.58. Tom Huff said that Placer Union received two additional attorney bills that were overlooked by them and Placer Union would pay those fees instead of Parkside

Motion to accept revised Placer Union High School attorney billing by Tom Huff, Seconded by Jeff Dickerson, all in favor, none opposed

- e. Tom Cox is looking at setting up a separate checking account that will have multiple debit cards for each staff person. US Bank does not have anything like that, however Chase Bank does. Tom will continue to research this and bring to the next board meeting.



5. Authorized Signer for Parceling – Tom Huff said for the parceling of homes Christine at Clearpath will need a corporate document or resolution to give authorization to have an authorized signer which is needed before the parceling map can record to Placer County. Tom Huff recommended the District Advisory Board provide a letter that gives him the approval for the parceling

Motion to give Tom Huff authority to sign documents to record new parcels on the Placer County map by Bob Capp, seconded by Jeff Dickerson, all in favor, none opposed, Tom Huff abstained

5. Key Proposal – Ken Johnson – Regarding change of locks, the locksmith, Awesome Lock and Key, has already ordered replacement locks. Ken J. requested that someone purge the list of people that have access to the keys. PT said he and Michele would work on doing that. Ken J recommended sending an email to everyone that currently has a key and letting them know that the locks were changed. Ken J also said they would use a Primus Key that should not be able to be duplicated, the cost for each key is \$8 per key. Ken J. also suggested changing the counting room lock. There was discussion about switching from a key to a keypad code entry lock for the counting room, along with the audio/visual room. Michele suggested if someone had a key and lost it, the person who lost it should be charged for a replacement key. There was discussion about using digital keypads throughout the church. The concern is people will give out the code as freely or more freely than they gave out a key. Ken J said it would cost \$1200 per external door for keypad entry. With access through 8 doors only. PT asked that he get a new lock for his office since he does not have a key. PT stated that every week there are people that come to his home to ask him to unlock doors because they forgot their keys. He would like for that to stop. PT and Michele will meet tomorrow to discuss the locks and then they will contact Ken J
6. Purging membership rolls – Jeff Dickerson – According to the church manual there's a provision for removing members who have stopped coming to the church. First, they are put on the inactive list, a letter should be sent to the member informing them of this. Then after 6 months the church would send another letter stating the member is being removed from church membership list. Michele has gone through the list. PT recommended others go through the list to confirm its accuracy.

Motion to take the recommendation from the Pastoral Team to remove anyone who has been on the inactive list for 6 months or more by Jeff Dickerson, seconded by Ken Fling, all in favor, none opposed



EXECUTIVE SESSION MOTIONS

Pastor Tony explained that the board needs executive session minutes for legal purposes and for accountability for the board. Please note Executive Sessions minutes ONLY show Motions

1. Regarding Sam Valenzuela

Motion to support all actions of Pastor Tony to control personnel issues regarding youth/children ministry by Tom Huff seconded by Nancy Medeiros, 6 in favor, 1 opposed

2. Board inquiry into pastor's tax charges, Pastor Tony was not in room

Motion that Pastor Tony is responsible for the excess income tax bill. All in favor, none opposed

Next Board meeting:

August 16, 2020
September 20, 2020
October 18, 2020
November 15, 2020

Respectfully submitted by:
Nancie Goodnough July 20, 2020