

To the Chair of Finance and the Committee,

I am requesting an additional \$1,580.00 to be added to my budget to cover end of the year expenses. Back in December when I wrote the budget for Youth Ministry we were in a time of turn over between the adults running the youth and my hiring. It was during this time I received what we, the Youth Group, had paid for and what we needed to still pay. It was told to me that we had paid the \$1580.00 deposit for Senior High Work Trip and only had the remaining \$4,000.00 to pay. It was on this information I wrote my budget. It was later, in February of 2015, told to me that Janet Eifler had paid that deposit and needed to obviously be refunded. Since I had never accounted for the \$1580.00 it is a whole in my budgeted items for the remaining year. These funds were meant to be there for ministries and activates that have been planned coming up that still need to be paid for.

As the committee may see is that at this time we have raised more than the 8000.00 that was asked of us to raise, however I would like to be able to keep that extra money raised to roll over to the new coming year and help offset the prices of trips and activities. It is with this in mind, I ask that the Youth Ministry Budget be increased by \$1,580.00 on the churches end and not as a line of credit that we would have to fundraise for.

Please keep in mind that I take great pride in keeping my budget in the black and track it very well, as the Church Treasure can attest to. This oversight was more of a miscommunication in a time of turnover and confusion and I will work to not only ensure my budget proposals going forward are accurate, but also help to minimize this from happening when it is my turn to turn this ministry over to another leader in the future.

Thank you and God Bless.

A handwritten signature in black ink, appearing to read 'Adam Cook', written in a cursive style.

Adam Cook  
Director of Youth Ministry