

Minutes December 12, 2007 Board of Trustees (BOT) Meeting
Next Meeting 7:15 PM Wednesday, January 9, 2008

Attending: Valerie White, Reverend Deborah Cayer, Bill Fox, Susan Allison,
Kathy Farrell, Philip Conover, Wilbur Edwards

I. Minutes Approved - November BOT minutes and minutes of Special
Congregational Meeting of November 18, 2007.

II. Ministers Report

Short Term Planning Task Force creating plan of what to do while the regular
facility cannot be used due to the building project. This plan will be brought to
the BOT for approval.

III. Treasurer's Report

Finance Committee up and running

Have opened money market fund to move half of AIM money into so not in
checking account

Tom Yeransian representing Finance at Stewardship Committee

Indemnification issue - Article 17 of bylaws clarifies church will indemnify any
employee, agent, etc. BOT needs to know what level of risk we have.

Tom Y meeting w/ broker next week. Report on this hopefully next month

Susan to ask Tom Yeransian to recommend the package of information that
Stewardship Committee members can provide to banks as part of the process
of seeking a loan. Susan will copy Stewardship Committee members on her
request to Tom.

Philip to set up e-mail to cover stewardship members to facilitate
communication

Deb requested that the Finance Committee put policies they are developing on
website

IV. Stewardship Committee Report

Discussion of how to acknowledge donors. Recommendation that Tim Monroe
speak w/ Tamsin Kemos.

General confusion expressed over how to convert program budget into detailed
budget. The Finance Committee will budget by 10 budget categories. Deb
suggests talk to Tamsin to help us understand how to do this.

Stewardship is asking committees to submit program budgets by February 1.

Stewardship does not view detail budget creation as part of their responsibility.

V. AIM Committee

Philip reports committee is moving along

Concern re: how drawings will be finalized. Deb concerned that not giving

enough time to review

Suggestion of AIM holding 3 consecutive Sunday meetings after church in Jan, than go to more regular schedule. Jack suggested supplement to order of service on regular basis drawings, maybe put on bulletin board, keep a spot in service

Phil Conover and Ellen Schoenfeld charged w/ making neighbor contacts re: building

Charge for AIM steering committee approved w/ modifications.

Philip to request paragraph update from AIM before subsequent BOT meetings

Clerk Kathy Farrell will put bylaws on website if they are not there now

VI. Various

Philip will prepare and circulate draft strategic plan document

Chair for interim minister task force Edele Panessidi, w/ David Schoenfeld as member. Edele to propose another member

BOT decision not to update/change our name at this time. Tamsin had recommended we do so in conjunction with the building project.

Reminder for Membership to put new intent forms before BOT

Philip ask membership to have charge and mission statement. Phil to also send stuff to me re: membership. Very important to growing church

Motion from Bill Fox citing unanimous approval by the Finance Committee, that the money in the designated fund "Handicapped Access" (\$4,235) be transferred from the Star Fund to the Vanguard money market fund for the use by the AIM Project, was unanimously approved.

There was discussion that AIM & Stewardship need a budget.

Action Item Responsible Due Status

Ask Bill Fox to look at church's salary ranges & health options before next budget cycle. V. White ongoing Partially Done; data provided by Bill at Nov. meeting. Bill to provide more data in Jan.

Seek more helpers, more committee support for B&G committee. V. White BNM ?

Membership will reach out to sr. youth to encourage them to wear name tags.

Also some new members may need nametags. W. Edwards/K Farrell BNM

E-mailed Sue Bollens. Also put reminder in Order of Service and Chalice for people to wear name tags

Inform Minister of Canton church that interested in participating in local ad campaign to accompany UUA national campaign Valerie ASAP Project cancelled general consensus that too expensive

Seek additional candidate for Committee on Ministry Deb ongoing

Adult programs committee task force creation Valerie ongoing Defer until next year; remove from pending list

BOT decide, communicate to AIM a communication method BOT ASAP Done
?AIM to recommend to BOT a check paying approach BOT to receive from
AIM Done
Mid Year Pledge follow-up Finance Committee ?January 08
Budget created & given to Stewardship Mid Feb. 08
Ask Worship Committee to develop policy on flag display to present to BOT
? No date establ.
Make reach out phone call to Nancy Ferguson Valerie White soon
Ask Tom Yeransian to recommend the package of information that Stewardship
can provide to banks Susan Allison BNM
Philip to request paragraph update from AIM before subsequent BOT meetings
Philip Conover BNM
Clerk Kathy Farrell will put bylaws on website if they are not there now Kathy
Farrell BNM
Philip will prepare and circulate draft strategic plan document Philip
Conover BNM
Reminder for Membership to put new intent forms before BOT Kathy
Farrell BNM
Ask Membership to have charge and mission statement (from PC). Kathy
Farrell TBD