

BOT Minutes January 9, 2009

Next Meeting Wednesday, February 13, 2008 7:15 PM

Wilbur Edwards, Susan Allison, Bill Fox, Kathy Farrell, Philip Conover, Deb Cayer attended.

Corrections were noted for December minutes; minutes were approved as amended.

Ministers report

Deb expressed concern that pace of building project pace may overload people, question of way to help them coordinate

Idea of asking district executive to help if structure issues don't sort themselves out; confusion about authority. Deb and Wilbur to discuss.

BOT agreed that Deb should pursue her plan to take short vacation from Sunday, March 9, back on Thursday, March 13, after canvas kick off. Deb to let Tim Monroe know.

Agreement to deal later with the charge for short term task force

Treasurer's report

Straight line pledges 22% ahead of budget. Some have paid pledge for whole yr.

Fund raising running below budget

BOT expenses are largely the 5% reserve

Susan wants to identify those behind in paying pledges, w/ intent that someone will contact these folks

Bill will brief us later on \$674 allocated for scholarship funds.

Budget for Interim Minister

Bill Fox provided a report on minister salary ranges and health options, 2008-2009 budget.

Participants noted that Deborah does not currently have health and dental coverage through us.

Bill suggested possible salary budget of \$65,000 part way between minimum & midpoint of a mid-size church. This was similar to the approach used for the DRE; salary was pegged to mid-size church due to our large RE program.

Bill received thoughts from the BOT. He will work on budget proposal for minister's compensation/benefits expenses.

Susan suggests that BOT review proposed budget at February meeting

Membership Issues

Concern that Membership use correct message re: canvass and obligation to pledge if possible. All agreed that pledging was not a requirement of membership. Discussion of need for membership to connect w/ Stewardship so that pledging message to new members is aligned with current Stewardship thinking.

Erin Cassidy-Lunman and Ellen Davey-Fleming voted into membership unanimously.

Membership will talk to Rossi family re: financial commitment for membership so that we can act on their application.

Discussion of Building Expansion

Lack of clarity on which contractors BOT has approved, what AIM has agreed to spend.

Wilbur to talk to AIM to determine whom we have hired.

Philip mentioned potential controversy over the look of the new building.

Feasibility study scheduled for early-mid February

Question of how much authority AIM has for expenditures; this authorization was approved in a special meeting

Process issue AIM bills should come in from Jack Armstrong, as project manager. Wilbur to have discussion w/ Jack.

Need to develop form for AIM invoice submission, to include copy of invoice, date approved, Jack's authorization, how expense authorized-fund it should be paid from, etc. Deb to draft form as suggested tool.

Idea of drawing up list of suggested items that are authorized

Agreed on need accountability & transparency in building expansion project.

Action Item	Responsible	Due	Status
Ask Bill Fox to look at church's salary ranges & health options before next budget cycle.	V. White	ongoing	Bill provided addition meeting; based on dis report, he will make a budgeted minister's c include benefits costs
Seek more helpers, more committee support for B&G committee.	V. White	BNM	?
Seek additional candidate for Committee on Ministry	Deb	ongoing	
Mid Year Pledge follow-up	Finance Committee	?January 08	Statements sent out in
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	done
Clerk Kathy Farrell will put bylaws on website if they are not there now	Kathy Farrell	BNM	Done
Philip will prepare and circulate draft strategic plan document	Philip Conover	BNM	done
Reminder for Membership to put new intent forms before BOT	Kathy Farrell	BNM	Done
Ask Membership to have charge and mission statement (from PC).	Kathy Farrell	TBD	Membership is aware Immediate issues on taking preference.
Clerk Kathy Farrell to contact George Bailey to explain why minutes not published recently	Kathy Farrell		Done
Consider seeking counsel of district executive on clarifying authority of various committees, BOT if things continue to be cloudy	Wilber Edwards, Deb Cayer, Valerie White		
Review charge for Short Term Task Force	BOT		

Talk to AIM to ID who has been hired for expansion project.	Wilbur Edwards		
Draft AIM expense payment form as tool	Deb Cayer		
Ask Rick Dumont to explain Topica, and put information in order of service on subject	Wilbur Edwards		Mentioned at Sunday January