

Monthly Board Meeting March 26, 2014

Board		Present	Absent
Chair	Kitty Durham-Jones	X	
Past Chair	Beth Jewell	X	
Co-Chair	Phyllis Byard		X
Treasurer	Judy Kleen		X
Secretary	Dennis Rankin	X	
	Dan Baer	X	
	James Brown		X
	David Douglass		X
	Fujio Hayashi	X	
	Tim Hooks	X	
	Bill Keating	X	
	Nina Lewis	X	
	John McCrystal	X	
	Nancy Nehring	X	
	Tom Wheeler	X	
Staff			
Sr. Minister	Rev. Mark Belletini		X
Assoc. Minister	Rev. Eric Meter		X
DRE	Lane Campbell	X	
Administrator	Brian Hagemann	X	
Guests			
David Richter			

1	Meeting Started at 7:05 PM Chalice Lighting (Kitty Durham Jones), Centering (Board Reading – Bill Keating). Brief check-in with Board members and introduction of any guests present.
2	Consent agenda – Vote on February meeting minutes. Corrected minutes were distributed to correct an error made on the Thank You cards. All approved.
3	Staff reports from Mark, Eric, Lane, and Brian. Mark- Eric and Mark away for a District meeting. See enclosed report. Eric- At District meeting with Mark. Getting back into the swing of things from his sabbatical. See enclosed report. Lane- See report. Lane mentioned the hygiene kits were donated to the homeless shelter. These were for women and 100 were prepared. Brian- No written report. Winter has hit our budget hard – snow removal, plumbing issues, hot water heater broke. Personnel committee – Don will be retiring at the end of June, 2014. We need to pursue a replacement for him. Search committee will look to combine duties for both the sexton and the video. Official letter of retirement has been given to the Church by Don. Kevin O'Neil is organizing a retirement party. Working with COSM on their congressional survey – which will be out later this fall.

4	Stewardship committee report. Dan Baer Annual Budget Drive theme – Growing Together. Dan provided a timeline on the event which starts April 9 and ends April 27. Provided statistics on pledging units and breakouts. There is a goal of 5% higher in pledges for 2014. Dan provided very insightful information on the history of giving at the church. Dan provided a schedule for the Board to consider helping with conversations with the congregation.
5	Finance committee update. Both David and Judy were away, but a report provided to the Board (see enclosed report).
6	Personnel information. Update on Kevin O'Neil's February presentation. Board will offer help to Kevin on planning Don's retirement party. Brian suggested providing an honorary title for his service to the church.
7	Update on the Green and Growing campaign. Read Judy Kleen newsletter article (see attached). This message will be going into The Discoverer. Reports will be in-hand for determination of how the money will be allocated. There may be additional asks if it is appropriate of some of the members. Brian provided an update to the project – spoke with Judy regarding costs associated with bathrooms and additional classroom – looking at bridge loans; Judy reviewed preliminary number, looking to provide the most accurate cost projections. We are looking to meet the construction and financial issues. The roof is out of the insurance settlement plus another \$60K to take care of drainage issues. Construction will start in two weeks (April 8). David and Brian will be meeting with the construction company and working with the roofing people to make final decisions on how to proceed. Architects and Lincoln Construction contracts are being reviewed by Chas. Architect's contract is now signed and he is pursuing permits. Lincoln's contract 2 part contract – initial will give them part of the construction cost (1.5%) consisting of 3 months of \$5K. Addendums will be added to address the construction aspects. The first part is needed to get started. Mid to late June start of the construction to internal classrooms and bathrooms, with all constructions being done after the first of the year. Brunner is addressing the lighting issue of construction. The hot water heater (40 gallon) broke and needs replaced. It is recommended not to replace the tank but go to tankless heaters. This tank supplied hot water to the small sinks in SYC. Board is in agreement. Push this cost to the Capital Campaign funds (\$2294). Decision will have to be made as where to apply for the loan and will need congregational approval. Kitty tentatively has made May 4 th the date for an extra congregational meeting to get the ball rolling with these contracts.
8	Information on ministerial transition. Timeline, Board role, and next steps. Keith Kron – settlement transition director out of Boston, said that we are ahead of the timeline. We need to decide on a one or two year interim to take the place of our Senior Minister. The experts said we would benefit from a two year interim period. We need to look at what we are about and what kind of minister you really want. Kitty was requested the Board to review information on the web to view and she will come back to us for a consensus of opinion.
9	Thank you cards – Susan Ritchie for Stewardship kick-off. Grassahol (Chas Williams) Send it to Carl for Green and Growing party.

Upcoming Meetings:

Executive committee meeting, Tuesday April 8th

Board meeting, Wednesday April 23rd

Schedule for 1) possible extra meeting for congregational vote (May 4th)

2) Annual meeting in June

Adjourn: 9:15 PM