

Board of Trustees Minutes

September 14, 2014

Attendees: Ann McAlpin, Michele Buselli, John de Caire, Larry Loomis-Price, Stephanie Coleman, Bob Long, AJ Livecchi, Kathryn Donohue

Absent:

Visitors: Linda Nadler, Sarah Prickett, Jamie Thompson, Jim Nadler, Kate Rhoad, and Susan Hammond

Call to Order at: 1:08

Approval of August Minutes: Need to change Keith to Endowment. Motion: To approve with changes.

APPROVED.

Old Business

- Policy and Procedures; final votes as needed on:
 - **Conflict resolution** - Policy is final and officially published
 - **Gifting Policies** – Updates needed, specifically how it relates to Fundraising. Will be discussed in October BOT meeting.
 - **Lay Ministry Policy** – Rev. Ellen and Joan will review and bring suggestions for changes to the BOT. Will be discussed in October BOT meeting.
 - **Bourse Table** - Policy is final and officially published
 - **Fundraising** – Discussion around the way fundraising is approved and where the authority resides. Currently the move is to push the approval to the Ministry chair. The policy has been reviewed several times with an over-all agreement. This policy is intertwined with Gifting and the BOT policy. All need to be updated to reflect the shift towards the Ministry Chairs versus the BOT. Will be discussed in October BOT meeting.
 - **BOT Policy** - Updates needed, specifically how it relates to Fundraising. Will be discussed in October BOT meeting.
 - **Nominating Committee/ Leadership Development Committee P&P modifications.** – Updates submitted by Lisa Cronic. Board discussed the need to make the By-Laws vaguer on committee descriptions and default to P&P for details. The LDC policy will be discussed in more detailed in October. There are several policies that reference the Nominating Committee instead of the LDC. Motion: To approve committee name change to LDC on the seven affected policies. **APPROVED**
- **Power Church updates** – System used to run Northwoods, similar to Quickbooks but geared for the Church. BOT requested more info on the current problem with the system, suggestions of how to either improve its use or move to a different system. Concern was raised over the impact of the change in system. Will be discussed in October BOT meeting.

New Business

- Finance report – Income and expenses were reviewed. Actual pledge receipts slightly lower compared to the year completed but higher than where we normally are at this point. Expenses are in-line with income at this point. Comprehensive financial reports will be available starting in October.
 - Capital Expansion - \$12,000
 - Capital Reserve - \$14,400
 - Operating Account - \$42,094
 - Sabbatical Account - \$1,100
- Avant Garden Gallery Policy – **ACTION:** BOT will review policy after this meeting and discussion will move to email to allow for vote in October. **Will be voted on October BOT meeting.**
- Rental Rate Sheet – Rates were increased to more current levels. Defined rates for one-time, long-term, public, members, and non-profits. Cleaning fee and storage fee required for external rentals. Current rentals are grandfathered and will not see the same increases. Long term rentals require several approvals including the BOT. **ACTION:** BOT will review policy after this meeting and discussion will move to email to allow for vote in October. **Will be voted on October BOT meeting.**
- Reaching Outside Northwood's Physical Walls – There are several areas in Montgomery and surrounding counties that are seeking a liberal religious community. Rev. Ellen raised the idea of broadcasting our Sunday morning service to external groups. This could be linked to Sarah's idea of packaging RE material. **Will be discussed in October BOT meeting.**
- Urgent: Minister's Discretionary Fund. Immediate need; how to bolster long-term – Motion: To designate this Sunday's collection to the Minister's Discretionary Fund. **APPROVED.** Second motion raised to make this a quarterly event; however, due to timing, it was not considered. **Will be discussed in October BOT meeting.**
- Membership (congregant retention, etc.); changes to greeter P & P – Membership Committee has been revived in a big way. Focus includes nametags, social events for new members, identifying visitors, updates to Pathways class, and many more.
- Board Retreat summary; SWOT analysis and report to the congregation – Larry will send out via email to the BOT before publishing out to the church.
- Next Town Hall on finances – Will be scheduled for Sunday, November 2 at 1 PM
- Sabbatical re-entry plans – Meeting with Natalie from the UUA is scheduled Monday, September 22 from 6:30 – 9:30.

Executive Session

- Action taken resulting from Executive Session – Member of BOT along with other Foundational Ministry member will meet with congregants as necessary to discuss proper use of church facility.

Meeting Adjourned 3:35.