

BOARD OF TRUSTEES MINUTES
September 15, 2015, 6:30 PM

Trustees Present: M Garvey, H Aibel, T Croarkin, MJ Cross, A Khanna, J Turmelle, L Hamilton, Rev. J Morehouse (ex officio). S Axthelm (7:30)
Absent: L Shannon

Guests: C Colletti (B&G), Brian Lasher (Endowment), D Quinn (YRSC), Kristen Leddy (Installation TF), D Adams (staff), C Seiple (NLDC), T Wilson (B&G), B Trefy (Endowment)

Meeting called to order at 6:35. H Aibel offered a centering. The attendees checked in. No observer comments.

What Is Ministry – Big Question – J Morehouse – governance and ministry do entwine, but there is a separation - governance considers the well being of the church as an institution and ministry considers the well being of the mission of the church. The Board’s ministry is oversight and guidance of the fiduciary and stewardship areas of the congregation.

Consent Agenda – H Aibel & L Hamilton moved to accept the Consent Agenda – passed unanimously

- Senior Minister housing allowance – approval
- August Board minutes & 9/1 Exec. Comm. Minutes – approval
- Governance policies – M Garvey - approval
- Senior Minister report – J Morehouse
- Board Chair report – M Garvey
- Year Round Stewardship Committee report – D Quinn
- B&G Committee & Lift report – C Colletti
- Governance Committee – R Burnham
- No new reports – Communication Committee, Town Hall

B&G & Board interface update - C Colletti updated the Consent Agenda report. He will meet with a land use consultant this week to discuss text amendment on parking spaces and moving expeditiously through the Building Permit process. The Board and B&G have agreed on monthly

updates to the board, and 'as-needed' Sunday meetings of B&G/ BOT/ Endowment members with advance notice of questions.

August Financial dashboard - A Khanna reported the \$53,000 pledge gap in the 2016 budget has been closed, due to efforts of the Stewardship Committee and the Director of Operations. The external audit (for fiscal year 2014-15) is starting later this month; it will be completed approximately 5 weeks after all requested information is delivered. D Adams reports there are still some pledgers who have paid by cc in the past, who are not yet set up to pay by cc. She is following up with them. A question was raised: if more money is coming in how and when will spending be re-prioritized. The Finance Committee will do a budget relook in January at the latest; perhaps earlier if revenues continue to come in strong.

Endowment disbursements and policies - B Lasher reviewed the fiscal 2015-16 plan that released \$150,000 to the Board for use during the year. He presented the YTD fund results for the Endowment.

Endowment has drafted a disbursement policy for the funds, which was discussed with the Board. This policy includes disbursement for unrestricted funds and setting up specific funds for directed bequests.

A Khanna asked the board if it is an expectation of the board to have a yearly disbursement to the Operating Fund. Endowment & Finance Committees are asked to discuss this and come back with a proposal (or with issues that are not resolved between the committees). Also Endowment, Finance, and Legacy Giving Committees will coordinate on a policy for specific funds for directed bequests.

J Morehouse urged the BOT to plan for a Capital Campaign within the next year for capital improvements to our buildings & grounds.

B Lasher noted that Endowment Committee is ready to release funds for landscaping when a proposal with bids is available. A Khanna responded that it is in progress.

Installation Task Force – K Leddy updated BOT on the committee members. Kristen requests approval of a budget of \$5,000. MJ Cross & T Croarkin moved to approve the budget of \$5,000 - \$3,000 will come from the MSC budget, \$2,000 from current Operating Budget. Passed unanimously.

Policy Book update – MJ Cross reviewed status of policies we are working on. She will upload available draft policies to a shared Dropbox file after this meeting, for comments. M Garvey reminded trustees who are responsible for drafting policies to please get feedback from the pertinent committees during the drafting and before sending the policies to the board.

L Hamilton suggested we add expectations & election of Executive Committee to the board policies

No new business .

J Turmelle gave process observation – no major interaction issues.

Upcoming Meetings:

BOT retreat – 9/20, Meeting House, following the 11:00 service.

Town Hall – 9/27 following each Sunday service

BOT mtg – 10/20/15, 6:30pm. Fellowship Room

TUCW Leadership meeting – covenant building among congregational leadership - likely in October

Respectfully submitted,

Mary-Jane Cross, Board Clerk