

Channing Memorial Church
Governing Board Meeting, June 17, 2003

The meeting began at 7:15 p.m. with Mary Alice Smith, Tom Bandoni, Peter Schoenbucher, Sally Hanchett, John Burnham (acting clerk), and Rev. Amy Freedman in attendance.

After a check-in, discussion followed of the Property Committee plan to add “panic bars” to some of the sanctuary doors. The sense of the meeting was that the committee should go ahead and get the job done, although church policy is to request formal approval before making alterations beyond routine maintenance to the sanctuary. Rev. Amy described meeting with incoming Property Comm. chair Coles Mallory who hopes to create a sustainable model for a large, effective committee.

During her president’s report, Mary Alice discussed General Assembly plans. Also discussed were possible items that the board might categorize as “approved but unfunded.” The following were mentioned without judgement: lecture series, conditions survey, master plan, stained glass repair, restore the “reserve,” fix the “valleys,” exploring basement spaces development, new carpet in RE space, fixing church floor, new office computer, and a discretionary fund for needy members. After discussion of the “reserve,” Peter said we should work toward a 04-05 budget that includes a surplus to rebuild the reserve.

Rev. Amy’s report included a reminder she will be on vacation in July. In August she’ll lead an adult enrichment course and preach on three Sundays. She described meeting with Caregiving on how to take care of needy members. She also pushed for a stronger administrative calendar, having the canvass earlier, and celebrating when the canvass ends. Mary Alice said results to date on the Canvass were \$105,831 with 104 pledge units.

Peter reported that he is working with incoming Asst. Treasurer Jake Smith and developing written procedures for the church in five areas: 1) Sunday collections, 2) weekly deposits and donation acknowledgements, 3) pledge statements, collection envelopes, etc., 4) rent statements, and 5) Powerchurch software training and routine backup.

John proposed a goal-setting retreat, possibly in August or September. A plan was formed to review the Strategic Plan at the July board meeting with 10-minute reports on the actions under separate goals—priority of each action and type of work required:

Goal 1. Drew Jenkins and Dana Mather for Comm. on Ministry, Goal 2. Sally Hanchett and Tom Bandoni, Goal 3. Coles Mallory , Goal 4. John Burnham and Rev. Amy, Goal 5. Mary Alice Smith and Peter Schoenbucher.

Respectfully submitted, John Burnham