



Channing Memorial Church

Governing Board 2007 – 2008



Meeting Agenda
 September 11th, 2007, 7 PM – 9 PM, Parish Hall

In order to know oneself, no amount of introspection or self-examination will suffice... You must first be open to the other person before you catch a glimmering of yourself. Our self-reflection in a mirror does not tell us what we are like; only our reflection in other people. We are essentially social creatures, and our personality resides in association, not in isolation

S. Harris, "Know Yourself? It's a Paradox", Associated Press, October 6th, 1981

Management is about coping with complexity... Leadership, by contrast is about coping with change.

John P. Kotter, "What Leaders Really Do", Harvard Business Review, December 2001

- I. Check-in (15 min.).
- II. Chalice Lighting and Spiritual Reflection (5 min.). *Chris Yalanis*
- III. Appointment of Process Observer (1 min.). *Tom Beall*
- IV. Approval of Minutes (4 min.).
- V. Current Business (90 min).
 - A. Treasurer's Report (10 min). *David Banister*
 - B. Minister's Report (10 min). *Rev. Amy Freedman*
 - C. Facilities Use Policy (10 min). *Tom Beall*
 - D. Program Chair Responsibilities for Current Year (10 min). *Tom Beall*
 - E. Fall Fundraiser Update (15 min). *Maryellen Doherty*
 - F. Additional Fundraiser (10 min). *Barbara Nowicki*
 - G. Property Committee Issues (5 min). *Chris Yalanis*
 - H. Board Retreat Agenda (10 min). *Dennis Greene*
 - I. Other Business (10 min). *Tom Beall*
- VI. Planning Session.

None this month because of the Board Retreat.
- VII. Evaluation of Meeting and Adjournment (5 min.). *Process Observer*

Upcoming Events:

- 1. Board Retreat (Parish Hall) 15 September
- 2. Getting to Know UU Program (Peter Bowden – Parish Hall – 11:30 AM) 16 September
- 3. Soup Kitchen (Parish Hall – 3:30 PM) 17 September
- 4. Zen Buddhism Program (Jamie Castor – Parish Hall – 11:30 AM) 23 September
- 5. Mary Magdalene Lecture ([Margaret Starbird](#) – Sanctuary – 7 PM) 26 September
- 6. Adult Enrichment Evening Program / Potluck (6:30 – 9 PM) 25 October

From: Beall, Thomas R. CAPT NAVWARCOL
Sent: Friday, September 14, 2007 8:15 AM
Subject: Recap of Channing Governing Board Meeting, 11 September 2007

Hello everyone,

Thank you for a productive meeting the other night. At the meeting, we:

1. Discussed the vacancy in the Clerk position. Please let me know if you have any ideas for candidates for the job.
2. Discussed two issues arising out of the meeting of the Finance Committee on 10 September 2007. As a result, we agreed that we should begin discussions among all concerned parties to explore whether the by-laws as currently written provide for use of the Endowment Fund in a way most beneficial to the Congregation. Additionally, we agreed that the issue of whether Church investments should be more consistent with growing environmental consciousness is more properly a discussion to be had by the Congregation as a whole as part of the Green Sanctuary initiative.
3. Decided to support attendance at the upcoming UU New England Conference sponsored by the BCD on 27 October in Worcester, MA by reimbursing one half of the pre-Oct 10 registration fee of \$85.00 for up to 5 members of the Congregation. Please identify potential attendees and ask them to register before Oct. 10. Information is located on the BCD website at <http://www.bcduua.org/>.
4. Empowered Maryellen Doherty, as Program Chair, to focus solely on the Strategic Planning effort this year.
5. Approved a new policy on facilities use which is now posted on our web site at <http://www.channingchurch.org/Frontpage/policies.html>.
6. Discussed an idea to provide members who have businesses the opportunity to advertise their services in some way to the Congregation and to collect a fee for providing the opportunity to advertise. It was the sense of the Board that we were generally uncomfortable with advertising in a venue such as the weekly order of service but were interested in exploring making such information available in other ways such as a bulletin board in the Parish Hall. We were undecided as to whether we wanted to charge a fee for the opportunity to advertise. We agreed to reflect on this further, come up with ideas and discuss at our next meeting.
7. Reviewed the Property Committee report and discussed the apparently successful conclusion to our relationship with Sea Rangers Day Care - we got our furniture back and mutually agreed that we would keep the security deposit in return for not insisting on payment of in arrears rent. We also discussed the recent meeting between the Property chairs and members of the Elks Club leadership to discuss drainage and other issues of mutual concern. Finally we expressed our thanks to the Property Committee for supervision of recently completed (under budget) contract work on the Sanctuary.

8. Discussed the Board retreat and agreed on an agenda (see attached). Please be ready to state your goals for the upcoming year and for the next few years at the retreat.

9. Heard the RE Committee's plea for more RE teachers and also the Membership Committee's request that all sign-up to be photographed for the new Church Directory.

I think that covers it. Please let me know if I have missed or misrepresented anything.

Thanks.

Tom

Minutes of Governing Board Meeting, 14 August 2007

1. Received Janet Grant's proposal to purchase an electronic piano for the Parish Hall. To maintain the current piano would cost \$150.00 per year. The advantages of a digital piano are that it is portable, versatile and does not need to be tuned. Janet did research and found that the best option is a Roland HP203, which retails for \$3000.00 but she can get it for \$1995.00. After discussing possible sources of donations for the purchase we approved a motion that we would guarantee the purchase price of the piano (approximately \$1995.00) while Janet pursues some donations. The difference between any donated amount and the purchase price will be made up out of the operating fund. We agreed that the purchase should be made in time for the Ingathering Service on September 9th.
2. Board Mission and Covenant - Dennis moved to approve the mission and covenant statements as approved. Marsha seconded. Motion carried.
3. Treasurer's Report. Dave briefed the balance sheet. We received a report from Bill Hawkins on pledge collections from last year. Results of last year's pledge drive \$142,950.00. Given that we average only about 95% collection in pledged amount in any given year, Chris Yalanis offered to coordinate with Finance and Membership Committees to explore ways to improve our collection percentage.
4. Nickie Kates requested to conduct a special collection on September 9th, proceeds to be used for Care-giving. Right now there is \$435.00 set aside. Marsha moved to approve, Barbara seconded - passed.
5. We requested that the Margit Baum committee outline to the Congregation the purpose and use of this fund.
6. We received a letter from the BCD thanking us for our contribution.
7. Minister's Report. Amy is planning a Worship Planning Workshop on Sunday, August 26th and an Adult Programming Workshop to solicit ideas and volunteers for adult education and enrichment programs on Wednesday, August 29th. She asked that Board members support and encourage

participation in both workshops. For more info, see handout.

8. Property Committee.

- Discussed action to be taken as a result of the Sea Rangers' failure to pay \$900.00 in rent and removal of children's tables and chairs. Should we call a collections agency or put a lean on her business or just keep her \$600.00 deposit. We decided to ask our property manager to prepare a letter that we and the Sea Rangers would sign agreeing that we would not make claims for the rent or the tables provided that the Sea Rangers agree that we will retain the security deposit and make no further claims against us. Property Committee will coordinate that action. Motion by Richard, seconded by Marsha - passed.
- Elks issue. We have still not received a reply for the President of the Elks Club. We discussed what legal actions we could take. Tom will continue to try to arrange a meeting while we seek legal counsel.
- Sanctuary Floor Project. Received Chris Laudon's presentation on options to repair the Sanctuary floor and address what to do with the pews. Project includes asbestos removal, pipe removal and floor patching. While this was an informational brief, the presentation brought clarity to what needs to be done in the near term and what can await more discussion amongst ourselves and with the Congregation. This presentation was also a catalyst for beginning a larger discussion about what our priorities should be with regard to capital improvements and fundraising.

9. Fall Fundraiser. Last year the service auction required 40 people - does not seem feasible this year. Agreed to empower Barbara Nowicki (chair of the Fall Fundraiser) to explore and plan an alternative to the service auction that will be less work for volunteers but still an opportunity for the Congregation to come together and have fun. We discussed a number of ideas and recognized that we may not raise as much money as we would by doing a service auction. We remained committed to raising our fundraising goal of \$12,250.00. We pursued a motion to pursue a dinner and dancing fundraiser.

10. Strategic Planning Committee. Maryellen Doherty will chair this effort and is forming a committee. She asked that each committee chair identify someone to serve on the strategic planning committee who could represent the committee's interests. Committee will develop a document stating goals and objectives for growth, planning, etc. to help make and implement decisions.

11. Discussed the Board retreat scheduled for Saturday, September 15th to set specific goals for this year. This will be an all day event, hours TBD but probably 9 - 4 and will include lunch. Marsha Francis volunteered to coordinate planning / lunch.

Treasurer's Report

Comments for my report

We have spent \$11,400 of our \$20,000 property repairs budget, and have another \$7,670 in reserves as well from the Tax Credit refunds.

The piano was purchased from Avery Piano and we have received \$250 in donations already. We expect the Choir fund (\$1,440) to contribute further.

Grant funds have spent down more money as the projects continue (See balance sheet)

We have kicked off an "unofficial" Capital Campaign with a first contribution, details at the meeting.

Pledges seem to be on track for the fiscal YTD.

Dave

Balance Sheet – September 2007

	<u>9/10/2007</u>
<u>ASSETS</u>	
<u>CASH</u>	
Channing Checking- Bank Newport	30190
Channing Money Market- Bank Newport	2934
Channing Cash Equivalents- Smith Barney	<u>33342</u>
	<u>66466</u>
<u>Other Current Assets</u>	
Margit Baum Funds (Vanguard and Bank Newport)	183000
Arthur Barrows Steeple Funds (Smith Barney and Bank Newport)	116096
Grant Funds Cash Equivalents (Smith Barney)	131864
	<u>430960</u>
<u>Long Term Assets</u>	
Endowment Funds	164000
Channing House Improvements	<u>117431</u>
	<u>778857</u>
<u>TOTAL ASSETS</u>	
 <u>LIABILITIES</u>	
<u>Current Liabilities</u>	
Tax Credit Reserves (Property Repairs)	7667
Rent Deposits	2600
Caregiving Fund	1327
Choir Fund	1440
Soup Kitch	2115
Publicity Fund	173
Hymnal Fund	95
Grant Funds Interest Income	9107
Steeple Fund	1000
Friends of Sanctuary Fund	2205
Fellowship fund	0
Book Sales	330
CAPITAL CAMPAIGN	20000
	<u>48059</u>
<u>Long Term Liabilities</u>	

<u>Channing House Loan (Bank Newport)</u>	117431
<u>Other Long Term Liabilities (Restricted Use Funds)</u>	
Margit Baum Funds	183000
Arthur Barrows Steeple Fund	115095
Mcbean Grant Funds	43089
Prince Grant Funds	16538
Van Beuren Grant Funds	0
Champlin Grant Funds	72237
Endowment	<u>164000</u>
Total Long Term Liabilities	<u>711390</u>
Current and Long Term Liabilities	759449
Retained Earnings (Equity)	<u>19408</u>
Total Liabilities and Equity	<u>778857</u>

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 Accrual Basis

Channing Memorial Church
Profit & Loss Budget vs. Actual
 July 2007 through June 2008

	Jul '07 - Jun 08	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4000 - Oper. Income			
4001 - Pledges - Cash	36,639.87	160,500.00	-123,860.13
4003 - Donations-Sunday Collections	2,182.80	12,000.00	-9,807.20
4004 - Donations-All Other	127.48	5,000.00	-4,872.52
4006 - Fund Raising	178.00	12,250.00	-12,074.00
4009 - Interest Income	475.90	2,000.00	-1,524.10
Total 4000 - Oper. Income	39,612.05	191,750.00	-152,137.95
4010 - Endowment Income			
4011 - CCHC Mtge Interest	0.00	0.00	0.00
4012 - Interest & Dividends	0.00	6,500.00	-6,500.00
Total 4010 - Endowment Income	0.00	6,500.00	-6,500.00
4020 - Rental Income			
4021 - CH Apt-2nd Fl	3,000.00	18,000.00	-15,000.00
4023 - CH-Office-Correia Law Office	1,400.00	8,400.00	-7,000.00
4024 - PH-2nd Fl	3,450.00	13,800.00	-10,350.00
4025 - PH-Daycare- Nelson's Nursery Sc	0.00	0.00	0.00
4026 - PH-Other Rentals	0.00	250.00	-250.00
4027 - Sanctuary-Weddings	3,900.00	15,000.00	-11,100.00
4028 - Sanctuary-Other	50.00	0.00	50.00
4029 - Rental Vacancy Allowance	0.00	-3,000.00	3,000.00
Total 4020 - Rental Income	11,800.00	52,450.00	-40,650.00
Total Income	51,412.05	250,700.00	-199,287.95
Expense			
6000 - Admin. Exp.			
6001 - Secretary	1,640.88	15,000.00	-13,359.14
6002 - Telephone	335.61	1,400.00	-1,064.39
6003 - Postage	407.92	2,000.00	-1,592.08
6004 - Office Supplies	486.62	2,500.00	-2,013.38
6005 - Copier	554.82	2,645.00	-2,090.18
6006 - Fidelity Bond	0.00	110.00	-110.00
6007 - Payroll Taxes	839.28		
6008 - Payroll Expenses-Paychex	332.24	1,500.00	-1,167.76
6100 - workers comp insurance	0.00	1,200.00	-1,200.00
Total 6000 - Admin. Exp.	4,597.35	28,355.00	-21,757.65
6010 - Minister's Exp.			
6011 - Salary	6,483.98	39,335.00	-32,851.02
6012 - Housing Allowance	3,682.00	22,062.00	-18,410.00
6013 - Health Insurance	664.52	3,987.00	-3,322.48
6014 - Dental/Disability	252.72	1,010.00	-757.28
6015 - Profess'l Exp	0.00	3,500.00	-3,500.00
6016 - Minister Pension Contribution	0.00	6,000.00	-6,000.00

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 Accrual Basis

Channing Memorial Church
Profit & Loss Budget vs. Actual
 July 2007 through June 2008

	Jul '07 - Jun 08	Budget	\$ Over Budget
6017 - SUPPLIES-MINISTER-SERVICES	81.86	100.00	-18.14
6018 - Sabbatical Reserve	0.00	0.00	0.00
6019 - Committee on Ministry	0.00	200.00	-200.00
6107 - Special Services	245.00	2,000.00	-1,755.00
Total 6010 - Minister's Exp.	11,410.08	78,224.00	-66,813.92
6020 - RE			
6021 - RE Director Salary	0.00	10,400.00	-10,400.00
6022 - RE Supplies	98.39	1,400.00	-1,301.61
6023 - Prof'l Devel.	0.00	500.00	-500.00
6024 - Youth Group Dir.	0.00	1,500.00	-1,500.00
6025 - Summer Program	520.00	640.00	-120.00
6026 - Youth Group Exp	0.00	200.00	-200.00
6027 - OWL/COA	0.00	500.00	-500.00
6029 - Childcare	817.50	1,325.00	-507.50
Total 6020 - RE	1,435.89	16,465.00	-15,029.11
6030 - Music			
6031 - Organist/Choir Dir Salary	1,350.00	12,125.00	-10,775.00
6032 - Special Music	0.00	2,300.00	-2,300.00
6033 - Piano Tuning	572.22	750.00	-177.78
6034 - Music Supplies	0.00	500.00	-500.00
Total 6030 - Music	1,922.22	15,675.00	-13,752.78
6040 - Committees			
6041 - Social Action	0.00	350.00	-350.00
6042 - James Luther Adams	0.00	0.00	0.00
6043 - Publicity	298.80	1,800.00	-1,501.20
6044 - Fellowship-Income	0.00	0.00	0.00
6045 - Fellowship-Expenses	100.50	300.00	-199.50
6046 - Membership	0.00	550.00	-550.00
6047 - Canvass	0.00	1,000.00	-1,000.00
6048 - Adult RE	0.00	200.00	-200.00
Total 6040 - Committees	399.30	4,200.00	-3,800.70
6050 - Denominational			
6051 - UUA APF	0.00	6,000.00	-6,000.00
6052 - Ballou District	0.00	2,600.00	-2,600.00
Total 6050 - Denominational	0.00	8,600.00	-8,600.00
6060 - Property Exp			
6061 - Sexton Salary	1,719.46	11,160.00	-9,440.54
6062 - Supplies	2,480.47	6,500.00	-4,019.53
6063 - Contracted Repairs	11,408.63	20,500.00	-9,091.37
6064 - Fire Alarm	160.00	450.00	-290.00
6065 - Insurance	1,907.00	7,000.00	-5,093.00
6066 - Boiler's Service Contract	395.00	500.00	-105.00
6067 - Property Taxes	1,225.34	5,000.00	-3,774.66

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09/10/07

Accrual Basis

Channing Memorial Church
Profit & Loss Budget vs. Actual
 July 2007 through June 2008

	Jul '07 - Jun 08	Budget	\$ Over Budget
6069 - Advertising	0.00	100.00	-100.00
6070 - Utilities			
6071 - Electricity	286.98	4,500.00	-4,213.02
6072 - Water	618.87	2,000.00	-1,381.13
6073 - Gas	33.18	5,000.00	-4,966.82
6074 - Heating Oil	441.00	10,000.00	-9,559.00
Total 6070 - Utilities	1,380.03	21,500.00	-20,119.97
6075 - Property Management	651.00	3,200.00	-2,549.00
Total 6060 - Property Exp	21,324.83	75,910.00	-54,585.07
Total Expense	41,089.77	225,429.00	-184,339.23
Net Ordinary Income	10,322.28	25,271.00	-14,948.72
Other Income/Expense			
Other Expense			
6080 - Other Expenses			
6081 - Ch loan Interest	0.00	3,500.00	-3,500.00
6082 - Bank Newport Loan Payments	2,715.38	16,300.00	-13,584.62
6080 - Other Expenses - Other	164.46	5,400.00	-5,235.54
Total 6080 - Other Expenses	2,879.84	25,200.00	-22,320.16
Total Other Expense	2,879.84	25,200.00	-22,320.16
Net Other Income	-2,879.84	-25,200.00	22,320.16
Net Income	7,442.44	71.00	7,371.44

Minister's Report

Rev. Amy B. Freedman
Channing Memorial Church

This report covers the period of August 14- September 11, 2007

Administration

There have been several changes in meeting dates, times and locations. Karen has prepared an updated church calendar for church leaders. Please be in touch with Karen Johnson about any calendar changes or additions.

Adult Enrichment

"Travels in Iran" offered by Amy Wright Glenn following the service packed Channing House. Folks were fascinated and enlightened by her experiences and knowledge of Iran and Islam.

On Wednesday, September 26 at 7:00pm, Margaret Starbird is coming to offer a presentation on Mary Magdalene. Shirley Finch is the local person who is sponsoring the event. Betsy Leerssen has helped in organizing it. Jim Freess and Sondra Gold are housing the speaker at their Bed and Breakfast. Christopher Carbone is loaning his projector for the slide presentation.

A small group met to discuss and plan Adult Enrichment programs. We decided to have an event on starting with a potluck dinner with multiple workshops to choose from:

"Come Have a Taste of Adult Enrichment!" Thursday, October 25, 2007, 6:30-9:00pm, Childcare provided

6:30 pm~ **POTLUCK** in the Parish Hall

7:30 pm~ **WORKSHOPS: Emotional Intelligence**, Tom Beall; **Spiritual Exploration**, Maryellen Doherty; **Separation of Church and State**, Chris Laudon; **Parenting as a Spiritual Practice**, Sarah Mermin

8:30- 9:00 pm~ **Closing** (optional), Rev. Amy Bowden Freedman

Association Sunday

Plan now to be in church on **Sunday, October 14th** when we join with thousands of Unitarian Universalists across the nation celebrating our shared commitment on Association Sunday. In this service, we will strengthen the bonds of our common purpose and combine our resources to make Unitarian Universalism a stronger voice for liberal religious values in our country. We will be taking a special collection for the growth and vitality of our congregations. Funds raised will be used for a national marketing campaign and for grants to congregations for their growth and outreach projects. Congregations that raise an **average of \$50 per member** will be listed as *Empowering Congregations* in the UUA Annual Report and at a special display at General Assembly.

Committee on Ministry

The Committee on Ministry is now filled. Pam Goff and Stephanie Bongiovanni are the incoming members. We held an orientation and potluck dinner at the home of Judie Porter on August 30th. The CoM will meet on the third Thursday of the month in

Channing House. The following themes were selected for each month to help us review the shared ministry of the church systematically. Your insights, ideas, and concerns are always welcome!

Topics for the 2007-2008 Church Year

- **October:** Volunteer Coordination/ Leadership Development
- **November:** Children and Youth Ministry
- **December:** Adult Religious Education
- **January:** Staff
- **February:** Worship
- **March:** Public Relations and Outreach
- **April:** Membership

UU New England Fall Conference

Four districts in New England are coming together on October 27, 2007 in Worcester, MA. The UU New England Conference is focusing on *Ministry Matters: Strengthening Lay & Professional Leadership*. This day-long event will offer information and tools to enrich congregational life. Flyers and registration forms are now available. Please let me know if you plan to attend.

UU Ministers' Fall Retreat

October 15-17, I will be attending the Retreat of my local chapter of the UU Minister's Association at the Sacred Hearts' Retreat Center in Wareham, MA. The program, "Exercising Health in the Practice of Ministry" will be led by the Rev. Scott Alexander.

Rites of Passage

Sat., 8/18, 11am, **Wedding Ceremony**~ Beverly Green & Michael Stearns, Channing Church

Sat., 8/18, 4:30pm, **Wedding Ceremony**~ Megan Shea & Andrew Selchan, Channing Church

Sat., 8/25, 4:30pm, **Wedding Ceremony**~ Gina Dei & Eric Simonelli, South Ferry Church

Thurs., 8/30, 1pm, **Graveside Service**~ Elizabeth Alderman, Memorial Park

Sat., 9/8, Noon, **Wedding Ceremony**~ Heather Gough & Matthew Sheley, Paradise Park,

Sat., 8/8, 6pm, **Wedding Ceremony**~ Brenda Rose & Thomas Saint-Arnaud, Channing Church

Religious Education

Halcyon and I have been meeting weekly. It is wonderful having her hold regular office hours in Channing House. I will be offering a lesson on covenanting at the Teacher's Training.

Small Group Ministry

Folks are turning in their interest forms for small groups. On Sunday, September 16, Peter Bowden will lead a community-building event after church to help people get to know one another and as an introduction to the small group experience.

Social Justice

In an effort to attract newer members, the Social Justice Committee is planning to meet at 7:00pm instead of 5:30pm. Beth Milham will make a presentation at the October meeting of the Aquidneck Island Clergy Association. I requested a directory of local clergy and congregations be created to improve communication and collaboration locally.

I endorsed an Amicus (Friend of the Court) brief in a lawsuit to the RI Supreme Court concerning the right of a married same sex couple to divorce in RI. The couple was married in MA but live in RI so they need to file the divorce in RI. This brief is being filed in answer to Bishop Tobin's, the Catholic Bishop, brief to counter his assertion that all religions oppose homosexuality and homosexual marriage and that approving the divorce proceeding will open the door to law suits that will force all churches to recognize same sex marriage.

Worship

Sunday, August 19, *Theodore Parker: A Life of Reform*

Sunday, August 26, *Mister Rogers: A Life of Ministry*

Sunday, September 2, *What UU's have to learn from Shia Islam*, Amy Wright Glenn

Sunday, September 9, *Everything You Need for the Journey of your Life*, Ingathering Service

Attendance was low at the Worship Retreat on August 26th. I have not identified someone to be the Fall Worship Associate. Since the Worship Associate model (2-3 folks in charge of three months) does not seem to be working so I am in the process of reinstating a Worship Committee to be responsible for the Sunday services that I am off.

Channing Property Committee
Report to the Governing Board
September 11, 2007

The last month has been busy at Channing. We have seen the completion of the initial phase of the Pinnacle and Masonry Project. The scaffolding is gone, revealing our restored north sanctuary face once again to our public. All that remains is for the stained glass east vestibule windows to be re-installed, perhaps this month. Parish Hall renovations give our fellowship space a new and welcoming look. We have begun discussions with the Elks Lodge! A cooperative era may be coming, as we discuss ways to deal with our "water" problems, a complex set of issues that require input from city engineers, the DPW, and our own engineering consultants (Northeast Engineers and Consultants). Thanks to Tom Beall for his persistence in arranging a meeting with the Elks Board Chairman and the new director. We are winding up negotiations with our former Sea Rangers tenant, who has returned our chairs and tables to the RE space. Thanks to Chris Yalanis for implementing this solution. Sanctuary and Parish Hall gutters and downspouts, as well as copper flashing, are nearly complete, as the John Randall Company winds up its contract. The RE space in the Channing House basement is getting a facelift. There is a new doorway leading to it from the Channing House office. We are designing a safety exit from the basement, which will require replacing a window with a casement that can be fully opened in case of emergency.

Our fire alarm installation, like hundreds of others, awaits final approval from City authorities, but in the meanwhile we are in compliance with the laws and our insurance carriers. No further expenditures are needed for awhile.

Master Planners Todd Thomas, David Pedrick and Chris Laudon are making progress with a difficult task. We would like to arrange congregational meetings for November, February, and March (or April) to discuss/decide the directions to follow regarding the needs of our congregation and the use of our facilities in the future as we grow.

New projects that will occupy our attention include water damage in the East interior wall of the sanctuary. We will present this job to our granting foundations, as an extension of work already approved and funds already awarded. We will be working with our engineering consultant on the all-important "drainage plan," and should be seeking permits and approvals from city authorities and the congregation, as well as funding, over the next months. Our 2007 grant applications should be decided this month or next.

Our Spring Chili and Chores volunteer cleanup day is September 30th, after services. We have several cooperative projects with RE (playground) and Fellowship committees planned for that day, which will focus on the landscaping and "curb appeal" of our properties.

Chris Laudon, Dennis Greene, co-chairs