

**Channing Memorial Church
2010-2011 Governing Board Meeting Minutes
Channing House Library; July 15th, 2010**

Present: Jim Freess (President), Sue VanDerhoof (Vice President), Al Benson (Clerk), Russ Milham (Treasurer), Marcia Mallory (Membership Comm.), Chris Laudon (Property Co-Chair), Kathy Takata (R.E. Comm.), David Pedrick (Property Co-Chair [junior]), Mary Benson (Fellowship Comm.), Sarah Mermin (Trustee).

Guests: Bill Peresta (Transition Team),

Staff: Michele Dubuc (Wedding proposal)

Process Observer: Kathy Takata

Approval of Minutes: June Minutes approved.

Treasurer's Report: Coles said the budget looks fine. No budget to fix sound system in the church; no bill yet. Two Channing House boilers are 40 yrs old and the fire boxes are crumbling. Cost to replace these boilers: \$20K (existing quote). New boilers are 92% efficient with built-in hot water (will eliminate need for separate hot water systems). Property Committee will take up this item on Monday, the 19th. Property Committee can't spend over \$2.5K without Board approval. *Motion passed to authorize Prop Committee to approve purchase of 2 new boilers for Channing House in coordination with the Finance Comm. /Treasurer.* Property tax bill \$1672.00 for Channing House; covers only 2nd floor apartments, and is considerably less than previous assessment.

Interim Search Committee: Bill Peresta reported that Rev. Nichols, the interim Reverend, will be here in 3 or 4 weeks. He must meet with the Board. Bill wants the Board to give him some dates when it will be available for this meeting. Jim Freess said Aug 1st or later. Transition Team has not met yet, but will be meeting soon.

Canvas Final Report: 126 pledges.

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Wedding Policy: Michele Dubuc is proposing that she be a paid wedding coordinator. Raise church rental rate 10% to \$1650. Michele would get \$150 per wedding to serve as the Channing Church wedding coordinator. Emanuel charges a \$3700 rental fee; the Breakers charges \$30K for a weekend night. **There was discussion regarding the \$150 per booked wedding being too little for Michele. It was suggested the amount be increased to \$300 per booked wedding. Motion passed to make the Channing Rental fee \$1800 per committed wedding and revisit this rate in 6 months.** Russ thinks the church should get some of this \$300 increase in the rental rate to cover advertising, **and** thinks the Finance Committee should have an input to this decision and the amount the church gets of the increase. For now Michele gets whole \$300 increase.

R.E. Report: R.E. running well this summer. Per Sarah and Kathy Halcyon's new contract contains the same number of hours as last year's contract, but she actually works many more hours. We can't really afford to pay Halcyon's for all the time she puts in the way we fund the program right now. R.E. Committee has held back on what they think Halcyon really deserves. The problem arises because the operating budgets are developed without concrete knowledge of available funding. The R.E. program is designed before the canvassing results and available funds are known. This is a problem especially when there are funding cuts in the upcoming year's budget. Jim suggested we discuss this subject at the Board Retreat as well as how Membership gets new members to contribute to the church's operating expense. Sue wants to back up the canvas date a little, but not a lot. Sue has drawn up Halcyon's new contract.

Property Comm.: Have received low cost bids for painting Parish Hall trim. Other Emergency items are the lighting problems in the Sanctuary and the leak around the Sanctuary chimney. There was also a problem with the PH tenants using the rubber roofing (back side) as a deck. The door to the roof in the PH apartment was replaced with a double hung window to prevent access to the roof except in an emergency. Has anyone paid back damage deposit to former tenants? David Pedrick will check. Russ thinks the full deposit should not be refunded as there were some broken windows. Chris

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Laudon is still looking for grant writers to get funds to cover property repairs. Russ says we need to set up a process to make steeple and bells accessible to the public (this was a condition for the \$440K grant for the steeple work). Need a tour guide for Sunday afternoons for folks wanting to view the bells.

Membership Report: Responsible for Amy's picnic. Welcome for new minister this fall. Accuracy of membership list is being questioned. Marcia will send out letters where there is a question as to whether some prior members are still members. Sue made a book of pictures from Amy's picnic. She'll leave it in her church box.

Finance Report: Russ got a stock donation worth \$11K towards steeple project. Emergency stuff (property) needs to be done: Take money from endowment fund to cover these emergency repair projects? Open item.

President's Report: Social Action Committee submitted a letter asking for a voting position on the Governing Board. Do we want a Program Committee as per bylaws? Yes. *Motion passed to make Sally Hanchett chairperson of the Program Committee.*

Alex Fisher will be finance secretary and will organize a finance secretary committee to help her in the new position as finance secretary. *Motion passed to make her the new finance secretary.*

Updating the bylaws. Any changes must be approved by the congregation (2/3rds). David Pedrick thinks he could clear up some of the bugs in the bylaws. Sue says she attended an all day update-the-bylaws Saturday meeting two years ago, and nothing ever happened after this meeting.

Rev. Nichols background check (criminal) must be completed—need a MA check. Russ will find out about getting MA background check info.

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Sept 11th Board Retreat; 9:00 am at Sue's. She can provide breakfast stuff, but needs a signup sheet for potluck lunch.

Lee Whittaker: Support church members when they go into the ministry? Russ suggests that the Interweave Comm. conduct a fundraiser for Lee.

Jim was reimbursed for a plaque he made for Chris Yalanis for his two years as service as Board President. It cost \$38 dollars and we all contributed about \$5.00 each.

Adjourned: 9:15 pm.