

First Parish Finance Committee  
Minutes for 8/14/2007

In attendance: Sylvia Howe, Neil Olson, Nat Carpenter, Eric Hacker, David Long, and Charlie Gerrior

We spent a few minutes introducing ourselves and our how we first became involved with the church community. We discussed the overview of our task. As Nat Carpenter said so well, we are on the funding side of the operations of the church, we work closely with the treasurer to co-ordinate the expense side to the income side, and develop and implement strategies to deal with shortfalls and the occasional “excess” cash on hand.

A larger time commitment is on the fundraising activities of the committee. There are three areas identified last night where the Fin Com is critically involved with other members of the congregation. They are: Fund raisers, Budgeting, The Stewardship Campaign.

Old Business: I have checked with Gina about closing the books on last year. She is also working on the reconciliation of the pledge results vs. pledge commitments. Her direct comments as follows: “Sorry I couldn't make it

We are leaving for vacation tomorrow and I had to work late

I usually close out the FY at the end of September as some late receipts and pledges come in

I will have a preliminary report ready for you in the next 2 weeks- it should be close.

We have gotten some late pledges but also many adjustments on overpayments (from last fiscal year to this fiscal year)”

Existing Fund Raisers:

**Holiday Fair**, Chair Diane Bianchetta. We are in pretty good shape with the fair. We will need to support Diane by helping her with the staffing of the various sub committees, but mostly this is a one or two day commitment for most volunteers. Charlie will confirm Diane’s availability for the chair.

**Annual Auction** is a much more involved production: Stephanie McGowan has been mentioned as a potential chair, but Sylvia has concerns about other commitments she might have with the church. Martha Brennan is willing to coach and help, but is not available to chair. We need to settle on leadership early on in the church year.

**Stewardship Campaign** is the largest and most significant area of our responsibility. Our plan is to start early by establishing a Steering Committee for the task. Neil, Nat and Eric have volunteered to be members of the committee. Mickey Ratte has been mentioned as someone willing for a role. Sylvia nominated several members for a role on the Steering Committee and Nat will call Annie Charbonneau and Amy Clark to see if they are willing to help out. Eric will similarly call Bill Kyrouz.

Charlie will check with William Hines to pick up any pledge material he might have from last year – specifically a UUA manual on the pledge process that the church bought last year. Charlie will also contact Jon Roussel about working with Membership in identifying new members and making sure we approach members with some tact.

Eric is willing to look at ways to make the pledge campaign more effective through the use of a database that will help us identify trends, techniques and opportunities that would otherwise be difficult to discern. Eric warns us that the web site will have to be more robust to enable us to safely have people pledge on line.

The goal of the Stewardship Campaign is to: Build on our sense of Community, provide an opportunity for congregational feed back, increase the overall level of pledged support for the ongoing business of the church (and the reduction of reliance on endowment funds), and to specifically fund 80% of the needed money to fund the budget. Very high goals.

We spent sometime identifying some of the skill sets for the committee. They include: graphic artists, budget analysts, calendar management, communicators (written and oral) and energized and organized individuals with a desire to help the church.

Other Business: There are a number of fundraisers that the committee should monitor to assure they do not conflict with other efforts. So far these are a February event for the Monday Night Suppers, a Beverly Bootstraps collection at church, and a second collection for ASAPROSAR, one of our International affiliations.

Next meeting September 11, 2007. 7:30 PM FPC