

First Parish UU Beverly, MA	<b>Parish Board</b>
Date: 01/23/08 at 7:00pm	<b>Next Meeting: 02/27/08 at 7 pm</b>

<b>Facilitator</b>	Paul Knight	<b>Clerk</b>	Maureen Driscoll
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<b>Attendees</b>					
	<b>Name</b>	<b>Role</b>		<b>Name</b>	<b>Role</b>
<input checked="" type="checkbox"/>	Paul Knight	Chair		Lynn Willenbrock	
<input checked="" type="checkbox"/>	Martha Brennan	Vice Chair	<input checked="" type="checkbox"/>	Scott Gorman	
<input checked="" type="checkbox"/>	Doug Baumoeel	Chair Emeritus	<input checked="" type="checkbox"/>	Gina Coburn	Treasurer
	Carol Jones		<input checked="" type="checkbox"/>	Sylvia Howe	Minister
<input checked="" type="checkbox"/>	Maureen Driscoll		<input checked="" type="checkbox"/>	Deb Sweet	Director of RE
<input checked="" type="checkbox"/>	James Mitchell			Duncan Ballantyne	Capital Campaign
	Clair Donaldson	Ministerial Intern			

<b>Time</b>	<b>Meeting Agenda</b>
7:00	Welcoming Words and Chalice Lighting
	Personal Check-In
	Approve Minutes from December meeting
	Treasurer's report, DRE Report, Minister's Report
	Update on Parish Council meeting
	Review and discuss polices on unauthorized persons in Hale Hall
	Ministerial Settlement: Decide on timetable.
	Special collection for ASAPROSAR
	Request for funds for Stewardship dinner
	Capital Campaign: Phase One Master Plan
	First Parish Film project is revived!
	Discussion on amount of proceeds to bootstraps from upcoming Auction.
	Discuss Sexton report forwarded by Building Committee
	Approve church committee members that have joined since Annual meeting
9:00	Closing words / Adjourn

<b>Time</b>	<b>Minutes</b>
7:10	Approve Minutes of combined Board & Council meeting, 12/19/07
7:15	Treasurer's Report – Total Income is on target. Increase in Fall Fair proceeds offset loss of Gift Card program. Unbudgeted items so far: \$450 for silver appraisal; \$1500 increase in building insurance premium. Snow removal will go over budget. Finance, Treasurer and Membership need to know ASAP when a member and/or pledging unit leaves the church for whatever reason, and will not be completing their pledge! Minister's and DRE's reports accepted. No questions.

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7:30	<p>Capital Campaign is requesting that we appoint a task force to oversee implementation of Phase 1. It should be 3 – 5 people with an eye for detail and finance. The Board will appoint from a slate proposed by NVI. Ask people to fill out a form (that Paula has) if they are interested in serving.</p> <p>The campaign is shifting its work to solicit support from the community and for grants. We have not reached our target of \$450,000 from the church membership and are unlikely to reach our total Phase 1 goal of \$750,000, so we need to meet with LDA to redefine Phase 1 in light of what we can afford. Although some would like to see construction begun this summer, we are not ready for that. From a redefined scope of work, detailed specifications need to be drawn up and approved, qualifications of contractors reviewed and proposals for the work solicited. Submitted proposals will be rigorously checked by the implementation task force and others before contracts are drawn up and signed. .</p> <p>We don't need to wait to begin construction until all the pledge \$\$ are in but we do need to plan how Phase 1 will be financed until they are all received. CCC, Finance and Investment will work on that.</p>
7:55	<p>Martha attended last weeks Parish Council meeting. Several persons attended who had not been at the 12/19 joint meeting so there was a review of the ministerial settlement person's presentation and the discussion which followed. They formally voted for a 2 year settlement timetable.</p> <p>Schedule of Board liaison assignments: February – Paul Knight, March – Doug Baumel, April – Scott Gorman, May – Martha Brennan, June – Lynn Willenbrock</p> <p>One issue came up here – What to do about unauthorized persons being in Hale Hall during RE?</p>
8:10	<p>Unauthorized persons in Hale Hall during RE – We already have a policy, but how would strangers know about it? Post it; remind people kindly if they haven't noticed it.</p>
8:15	<p>Ministerial settlement – Motion: we choose a 2 year track to call a settled minister. Approved</p> <p>Interim minister – Ask NVI to propose a slate of people interested in searching for an Interim minister who can begin next August. We will vote by email.</p>
8:20	<p>Special collection for ASOPROSAR, February 10 - Approved</p>
8:25	<p>Request for funds for Stewardship dinner – Motion: allocate \$300 (off-budget item) for Stewardship Kickoff Dinner, Feb. 10, 6:30 pm. Approved.</p>
8:30	<p>First Parish Film project revived! – History: began several years ago in cooperation with Montserrat teacher, Ethan Berry. They have 20 – 30 hours of interview and building tours, etc. Applied for and received a Beverly Cultural Council grant(\$650) to produce a 3 minute trailer, and a 28 minute film about FP. We can put pieces of it on our Website, use it as we see fit. There will be separate chapters with all the background material. Professor Berry's intern has been working on it through January. This can be wonderful material for a lot of things: CC, an improved website, increasing our visibility in the community, attracting new members.</p>
8:40	<p>Amount of proceeds from Spring auction to go to Bootstraps – will stay at 10%.</p>
8:45	<p>Sexton report – very professional report keeping us in the loop along with Building Committee. Is there any way we can address some of these issues now as part of the Phase 1 plan? Not likely.</p>
8:55	<p>Approve church committee list changes since Annual meeting - Motion- approve the following changes: Scott Gorman to Parish Board and Nominating, Art Thompson to Music and Worship, Elizabeth Frederick to Auction, Mickey Ratte', Neil Olson, Annie Charbonneau, Eric Hacker, Amy Clark and Jeff Rubin to Stewardship. Approved.</p>

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9:00	<p>What do we do about our Silver? They are a non-performing asset. In 1987, silver was valued at about \$415000; today it's value is \$436000. What would even half of it had been sold and invested? I plugged 200000 into the spreadsheet of DJIA history since 3/1/1987. That amount(200k) invested in a fund tied to the DJIA would today be worth over one million dollars.</p> <p>Frame the discussion with stakeholders that our ancestors intended it to be used for the benefit of the church community and that's not happening when it sits in a bank vault.</p> <p>Claire Donaldson share with us the story of how her church (First Unitarian in Salem) decided to sell enough of their silver to repair their neglected building and make needed improvements.</p>
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Action Items – Open					
#	Description	Assigned	Due	Status	
1	Add Asset Valuation sheet to Year End Financial statement	Treasurer and Finance	4/1/08		
2	Email Board minutes to those present for correction and approval, correct and email to Admin	Clerk	Monthly	IP	
3	Post corrected and approved Board meeting minutes on Web, BB, email to Council	Admin	Monthly		
4	Letter to Diaconate	Paul/Admin	12/7		
5	Continue to look for ways to involve more congregants in our processes and solicit feedback on feelings.	All			
6	List of all persons who have left the church since last spring's pledge drive to Membership, Finance, Treasurer and Stewardship.	Sylvia/Paula	ASAP		
7	Bring a friend to church this Sunday!	All			
8	Begin to discuss appropriate use of our silver assets with congregation	Finance? Investment? Board members? Capital Campaign?			