

Minutes from the first newly organized meeting of the Congregational Church of South Dartmouth Council

The meeting was called to order by Council President, Paul Durland, at 7:00 p.m. Tuesday May 19, 2009. The first order of business was the introduction of each Ministry Chair – with the appropriate background comment for each Ministry.

A discussion ensued as to when the Council should meet, first as a big group with all Ministry associates present, and then as a Council, with Ministry Chairs present. It was decided that the second Tuesday of the month would be ok for the full group. However, attendance for the some Ministry associates would be optional, depending on their individual Ministry decision. The Council, consisting of the Ministry Chairs and officers of the Church will meet on the third Tuesday of the month, with the exception of July and August.

It was advised that Ministry groups should take minutes in their monthly meetings, where appropriate, or at least record actionable items.

Paul Durland discussed Elise Gela's request for a fall date for the Fall Rummage sale, - Oct 3rd. After discussing the pros and cons of 1 or 2 rummage sales per year, and the emotions associated with this topic, it was determined to proceed with the Fall Rummage sale. It was noted that the Trustee Board had previously approved this.

The next topic for discussion was Rev Will's installation and celebration event, as settled minister of this church, followed by a brief discussion and planning for the Children's Sunday picnic.

Paul Durland then reviewed rules for discussion, and how to handle intense discussion with the raising of a hand. This was followed by Paul's review of what committee empowerment means, and how we should learn to trust /respect ministry decisions.

Karen McArthur handed out the newly organized financial statements and explained how this new Ministry will operate. Her break out included a Statement of Fund Balances, a Statement of Financial Position, and, a Statement of Operational Activities vs Budget. Her handout also included a statement on Budget Oversight and Amendments, Cash Disbursement Procedures, and a Request for Payment form. She then reviewed the Budget Development guidelines for 2010, and the timeline associated with this process. It was explained that each Ministry will have a budget, and will be authorized to exceed it by \$500.00, with appropriate explanation and accountability and sign off by the Chair. This process is laddered upward on larger expenditures with appropriate approvals along the way.

It was noted that Will, Al, Linda, and Wendy have church credit cards.

The Budget Oversight process presented by Karen (shown above) was made a Motion for Approval, was seconded, and passed by the Council.

This was followed by a rotation of the various Ministries. Each Chair reviewed how many would make up their Ministry, their overview, mission, and aspirations for the new church year.

Jenny Lynch discussed the plans for Circle Nursery. Her Ministry will include 6 associates.

We then returned to a discussion by Karen on payment procedures, followed by a discussion in the 2010 Budget process.

Debbie Durland raised the question as to the main thrust of her Ministry – the Fellowship Ministry , - was it a primary fundraising focus group , or a fellowship group. Much discussion ensued. Several issues was left for future resolution, but this Ministry , it was determined , is Fellowship , but if it can earn a dollar or two , along the way , then that would be desired. However , the there will remain a line item in the Budget for those earning goals.

It is noted that the Women’s Guild is within the purview of the Fellowship Ministry.

There was a discussion about the future of the Padanaram Garden Market. It was recognized that any future effort with need church wide support, and not just a few doing all the work. This question will be put on the agenda for the next Quarterly Meeting of the congregation.

The Ministry rotation continued. Richard Rende from the Spiritual Formation Ministry is looking to organize around a small core – 4 or 5 people, and he will get started soon.

It was suggested by Rev Will that each Ministry is free to rename their Ministry , as they wish.

Jane Rioux, Caregiving Ministry , indicated that her group will have 13 or 14 associates. They are currently visiting 6 church members. They also will be handling new member hospitality, the shawl ministry (12 people) , and the Prayer Chain, with Marsha Hathaway in charge.

Linda Gouveia, Chair of the Worship team , will consist of 7 associates. She is looking to add a younger person or two.

Dick Purdy , Chair of the Building and Grounds group will have 5 in his Team. Work is underway on repair of the Clock Tower/Steeple , and there is an upgrade planned for the Firm Alarm system. It was suggested that this group look at repair/painting of the shed out back , and it was noted that repair of the handicap ramp is needed. Also, it was noted that Room 10 , second floor, needs a cleanout, cleanup , and paint.

Susan McLaren and Margaret Forbush reviewed the Missions Ministry. There are 7 associates on this committee. \$1000.00 was given recently to the Share the Harvest organization.

Jim Forbush discussed his Mission Statement for the newly formed Ministry of Communications. His hand out explained his committee’s role in support of all committees.

Phil Guymont, Church Treasurer, noted that the Budget is “under control”.

Debbie Durland , Chair of the Fellowship Ministry , has 8 members , plus 3 potential new members. Her discussion was about possible new events.

Karen McArthur discussed her Ministry – Financial Oversight , Investment, and Stewardship . Each will be a small core group.

Kathy Pappas, HR reviewed her committee's focus. She clarified how HR will work with the various committees on (1) job descriptions, (2) the evaluation process (3) contracts. She will also be working on the formation of an Employee Handbook.

There was discussion about church year vs calendar year.

Rev Will and Paul discussed the process of integrating the 6 young confirmands into the life of the various Ministries.

Rev Will handed out Church Calendars – the keeper of the Church Calendar is Linda Keith. It is hoped that schedule conflicts will be minimized through better communication throughout our organization.

The Church Council will be in charge of the All Church Picnic.

There will be a June Council meeting – June 16th. September 8 is the Budget deadline – all Ministries to have 2010 budgets submitted by then.

Rev Will asked that all Ministry Chairs check their mail boxes regularly – in the church office. There was discussion of door key policy – Dick Purdy to organize.

Rev Will asked Ministry to come to the next Council meeting with (1) a “cool” new name, (2) a Mission Statement, and (3) 1 or 2 things you hope to accomplish in the following year.

The meeting closed with a prayer, led by Rev Will, at 9:30 P.M.

Clerk of the Church, Cecelia Roberts

Bob Lytle – Substituting for Cecelia