

Executive Committee Meeting

April 15, 2008

Attendees: *Debbie Durland, Kevern Joyce, Paul Durland, Phil Guymont, Laurie O'Neill, Lee Murray Harry Shoening, Elizabeth King and Jeff Stone*

Meeting Minutes:

1. May 4th is the date of the Annual meeting and it is planned to integrate it within the service. The service will have a nautical theme. The nominating committee will present the officers who will take office right after the election. Then we will talk about the by-law changes, the Goodman Award, update from Search Committee, Karen will give trustees update, discussion of the capital budget policy vs. the by-laws as we had voted in the Fall. That might be an introduction to the policies and procedures book. Possibly move the update from the Search Committee to the end to hold people there. There was discussion of a light lunch at the end of the service and it was decided not to do that. It was decided to have one service at 10 a.m. with coffee hour at 9:45 and then to bring the coffee pot up to the Bride's Room. Wear nautical attire to the service. Following the service invite congregation to the launching of the RE boat in Nonquit.

2. **By-Law Changes:** Some minor changes in wording made to correct grammar and language. (Corrections attached) Spoken to music committee, search committee, trustees about this. There were conflicting statements about hiring, procuring and with these changes will eliminate that. It will give our by-laws some guidelines regarding termination process also.

3. **Policies.** Kevern found the information that Herb Powell had pulled together. He has started to scan some of it. Over the next year maybe each month look at different policies. There are two types of policies – those voted by committee and those voted by the congregation. Wait to bring to the congregation at the next quarterly meeting.

4. The service will take place at the church and following the service the **Church picnic** will take place June 1st immediately following the picnic invite anyone who wants to attend the launching of the RE boat to attend. The launching will take place in Nonquit.

How do we know how much food to purchase? Cecelia would likely know the numbers.

Ways & Means - Durlands will bring ice (20 bags)

Trustees - cooking

Deacons - food: hamburgers, hot dogs, rolls & drinks - Congregation bring side dishes

Outreach - set up

All - clean up

Grill - need truck & help

Coolers needed

5. **Baccalaureate Sunday** will be on June 8.

6. Bob Lytle sent out new list of current vacancies. There are quite a few vacancies on the committees.

7. At the next board meetings, the new stewardship chair will speak about different ideas of stewardship with the leadership of the church which is at those meetings. Kevern will ask the deacons to attend - second Tuesday in May.

8. The agreement with the clerk - is that the clerk does not want to read the call to the meeting or have to speak. Kevern will read call to meeting at 10 a.m. this Sunday; Elizabeth at the 8 a.m. service. Paul will do it on the 27th - Blessing of the Animals.

9. On this week's e-flash there will be an announcement for the all church cleanup. Ask youth group to help. This is not part of the Garden Group, it was originally organized by the Trustees. No matter who is in charge, if everyone calls one or two people maybe you would get some people to show up. Could notify the youth group – pass it on and the kids will be called. Will change the date to May 3rd with a raindate of May 10th.

10. Elizabeth noted that 3-5 people will be joining the church -- 2 this Sunday, 1 later. The Fortins who baptized their son 3 weeks ago may join this Sunday also.

How are we going to integrate the business meeting with the service? What are the goals of the church? Incorporate a little fun, playfulness into the service.

Committees:

Search Committee: The committee has narrowed the field to 2 candidates. They plan to have a pulpit visit in Concord, followed by a 2nd interview with the candidate. Then on Tuesday night they will vote on whether to pursue a neutral pulpit with this candidate. A no vote will mean that the committee will go with the other individual. They hope to bring their recommendation to the annual meeting. They have asked the candidates for their biographies, their health insurance information so that can all be worked out.

The tenant in the parsonage will be leaving at the end of May. That will give us time to strip walls, paint, etc. and get it ready.

It was noted by the search committee that several of the prospective ministers interviewed had brought up the fact that the door to the minister's office should have a window in it. That is a big priority. An easy solution is to buy a new door. It was also suggested that there be a window in the door to the secretary's office also, since the minister's and secretary's office connect. Kevern asked the trustees to look into this.

Ways & Means: The Mystery dinner went well. It was a good event that was fun and well attended. Other than the fire alarm going off in the middle, which only added to the evening, it was an enjoyable time. It is estimated that the event made approximately \$2,000.

Deacons: May not be able to move their formal meeting. They have 2 new members - Molly Little is one. They are looking for a co-chair. Bill Shatuck is a possibility.

Trustees: Phil said that the trustees looking for reaction – that the church join the 21st century with the Spire. Hope to go electronic. Those who do not request a paper version will get an electronic copy. It is a cost saving measure (475 per month now). Those members who are 70 or older will get a 1st class paper edition. Would like to start this in September. Should mention this at the May meeting.

It would be nice to get the web page working. Linda needs a webmaster's assistance to basically rewrite the whole thing. One web specialist wanted \$5,000 to do this. The hope was and still is to get the work done gratis with students. The church needs a functioning website. There will be a password on the web for the newsletter.

Religious Education: The kids are going to present the boat to Howie Clinch. How about launching it at Apponagansett? Can we legally do this? Check with town Harbormaster, Steve Mello to see about this and/or the waterways commission - Warren Hathaway. It was suggested that we hold one service that day.

RE subgroup on the mission trip will meet Wednesday (Apr. 16) -- 2010 is the goal. That would give the minister a year to settle in and then get ready to come the year after.

Meeting adjourned at 8:30 p.m.

Our bylaws currently have the various paid staff of the church being supervised by the committees that they report to. The Executive Committee, with the support and input of the Search Committee and the Trustees, recommends the following bylaw changes so that our new minister will, with input from the appropriate Board, supervise the paid staff:

ARTICLE VI Section A. Minister [insert as item 4]:

4. The minister shall direct the on-going administrative matters of the congregation, and, with input from the appropriate board, supervise all church staff. He/she shall have the right and duty to make recommendations to the appropriate board regarding the employment, termination, and salary reviews of all church staff.

Section B. Other Staff

1. Other employed staff shall be procured or terminated by ~~and responsible to~~ the Executive Committee through the appropriate boards with input from the minister.

2. Other paid staff will be supervised by the minister with input from the appropriate board.

3. ~~2.~~ Such positions shall be established by vote of the Church.

ARTICLE XI. BOARD OF DEACONS Section A. 9. Music Committee

b. This committee will be responsible for ~~the supervising and directing of~~ the music programs ~~and music personnel~~ in our church. The music committee will assist the minister in evaluating ~~evaluate~~ music personnel ~~and report~~ who will report their recommendations to the Board of Deacons, who will make a recommendation to the Executive Committee.

ARTICLE XII. BOARD OF RELIGIOUS EDUCATION Section A.

2. This Board shall be responsible ~~for~~ ~~for supervising and directing~~ the educational work of the Church for all age groups. It will have the responsibility of recruiting and training the necessary staff from the Church membership or nonmembers who are individually approved by the Board. The board will assist the minister in evaluating personnel. The minister will report their recommendation to the Executive Committee.

ARTICLE XIV. BOARD OF TRUSTEES Section A.

4. This Board shall recommend, hire, supervise and review annually with input from the minister, those persons who solicit, receive, disburse, and account for church funds as well as those persons performing secretarial, custodial, Nursery School and maintenance duties for Church operations.