

FUUSE BOARD MEETING MINUTES 8/13/08

Board members present: Dave Szarmach, Tish Lewis, Jen Morriss, Ray Zolton, Kendra Ford, Kimberly Wootan, Karen Straub-Wiernicki

Not attending: Bob Moore, Joy Bicknell

Meeting began 7:00p

Kendra opened the meeting with a breathing meditation designed to put emphasis not only on the challenges we face, but most importantly the infinite goodness and power available to us.

Two updates of a personal nature were mentioned: Grace Treadwell is transitioning to end of life phase at a nursing facility in Portsmouth, NH and a member of Kendra's family recently passed away.

NEW BUSINESS

Auction

Michele Gagne presented a report from the auction committee. The proposed date for the auction is Sat. Nov. 15, 2008 barring any scheduling conflicts.

The question of soliciting business donations was approved by the board as was the advertising of the "bring a friend" concept.

There was a question of whether the auction planners should become a recognized committee. The Board decided that the term "task force" was more accurate given that their functioning is more time-limited.

The question of whether alcohol should be permitted at the auction is to be investigated particularly in terms of insurance issues.

A proposal for the 2009 auction planning was to have 2 auctions. One large on in the fall in which FUUSE would partner with another non-profit organization and split proceeds. This would require a larger facility, more auction items and the development of a program book funded by advertising space.

The second auction would be a smaller, internal auction after the holidays which would be more like our current auction and be geared as a FUUSE social event.

The BOT asked that the Auction Task Force continue to develop the plan and keep the Board apprised. The Task force would ask for a final decision from the BOT by Nov. 2008

Board Liaisons

A decision to keep the board liaison system was reached. Liaison positions were assigned as follows:

Finance - Tish

BSFG - Dave

Lifespan Education - Joy

Facilities - Jennifer

Program Counsel - Dave is taking this commitment under consideration

Personnel - Karen

Welcoming New Members - Ray

Use of our facilities by outside organizations

It was determined that the BOT is in need of more information before creating a policy on this issue.

Kimberly will spearhead the development of screening instrument for prospective groups. It was decided that consultation with the FUUSE insurance company representative would be also be wise.

Peace Day 9/212/08

Two issues regarding the Peace Day celebration were raised:

1. whether FUUSE would provide space for the activities should it rain that day
2. whether FUUSE insurance would cover the activities held at Swasey Parkway

Bob will be asked to explore these and provided FUUSE is completely covered, he would be able to authorize FUUSE sponsorship

BFSG

An update was provided by Dave Szarmach. At issue is the development of and procedures for accessing "Start Up Fund" monies. Immediately recognized expenditures would include money for a property survey, the hiring of an architect and the initiation of a feasibility study.

Tish will do a write up on the activities of the BOT including the development of a Start Up Fund.

Historic Church Walk 10/4/08 2p – 5p

A Historic Church Walk is to be held Oct. 4th from 2pm-5pm and will include Fuuse, St. Michael's and Christ Episcopal. Each church will provide 20 min. presentation on its history.

Bob will be asked to explore insurance needs for our participation.

A day/date discrepancy was noted and will be clarified.

Kimberly asked to be added to the BOT agenda for next month to discuss an alcohol policy for FUUSE.

OLD BUSINESS

Dave made a motion to approve the minutes from July's meeting. Karen seconded (?).

Mold Remediation

The mold remediation project has been completed though the expense was in excess of projection.

It was suggested that the mold status be rechecked to confirm success.

Finance Committee

The finance committee will be asked to develop a statement of roles/responsibilities for the BOT to approve.

Given that we do not yet have a treasurer, coverage will need to be established until one can be appointed.

Cliff Sinnet and Jim Schlough are approved to sign checks in the interim.

There was a discussion of whether or not Board members should be asked to serve as Stewards or whether there might be another way they can support the Stewardship/Canvass process.

Budget Review

There was a change made to the calendar to state that the committee budgets would be submitted to the Finance Committee rather than the BOT.

The Finance Committee will be asked to develop a policy around the use of credit cards and system for submission receipts to facilitate book keeping.

Board Retreat

It was proposed that the BOT add a meeting in August to complete the agenda from the Board Retreat pertaining to the finance committee and executive committee roles.

Tish will ask Jan if she would be available to help us with this. Proposed date 8/27.

There was discussion of how best to free up monies for the book keeper position. It was proposed that the hours could come from the office manager position if the book keeping responsibilities were reassigned.

Task Assignments:

Tish - write a piece for the Sept. newsletter outlining BOT activities and plans

- ask Bob to explore insurance and safe congregation issues

Dave - contact donors to clarify "start up fund"

Jen - arrange for mold retest

Kendra - ask Program Counsel to develop deadlines for the Strategic Plan

- Discuss reassignment of book keeping responsibilities with Pat

Next meeting scheduled for August 27th 7pm. Location to be determined.

Meeting was adjourned at 9:30pm