

Parish Board Minutes, 9/11/2017

Attendees: Michele David, James Shilabar, David Cave, Ben Davis, Dave Demerjian, Gene Thompson-Grove, Alice Mark, Charles Sandmel, Rev Rebecca

We began with a chalice lighting and check in: "[The Grasp of Your Hand](#)" by Rabindranath Tagore

Minister's report was presented.

- Board was asked to vote on two nursery workers selected and hired by Laci. **The board voted unanimously to hire two nursery workers.**
- The Board was asked about \$1900 for a mold assessment for the Dana Room. **The Board advised the minister to ask for another estimate and to proceed with the mold assessment.**

Finance chair reviewed desired items from last year (Ben Davis):

1. RE Fees – these were done in the past. About ten years ago, fees would be dismissed for membership. At this time there are about 30 families with children in RE who are not members. In general there was support for fees from the Parish Board – no vote was taken. **Action – Alice will bring this to Nate to have REC weigh in before making a recommendation to Finance Committee.**
2. Rededication of B&G. Want to have a conversation with B&G about long term capital projects and planning. Need to get clarity around decision-making for projects. **Action – Charles, Ben and Michele will meet with B&G.**
3. Personnel and finance committee need to be better coordinated. At this time, James is the personnel committee and others join on an ad hoc basis depending on the issue. **Action – Ben will communicate with James about finance committee meeting agenda and invite James as needed. James will invite other board members to help with personnel tasks based on specific needs.**
4. Fiscal agent policy needs to be clarified. **After some discussion, the motion in front of the board was unanimously approved:**
 - i. **FPB may serve as the fiscal or fiduciary agent for organizations subject to board approval and a management fee determined on a case by case basis**
 - ii. **The sponsored organization's goals and mission should be compatible with the mission of FPB**
 - iii. **The Finance Committee of FPB should review the balance sheet of the organization to be sure that the rules around 501c3 status are observed**
 - iv. **Under extra-ordinary circumstances, and as approved the by Parish Board, FPB may serve as the fiscal agent for an individual**
 - v. **Affiliate ministers of FPB may have grants and other support maintained by and distributed from FPB. These relationships should be reported in the FPB annual budget.**

Of note, affiliate ministers will not have a management fee if FPB is a fiscal agent.

5. Capital campaign was discussed. Board feels that this should be an intention of the new minister. **Action item – Michele will communicate this with Search Committee.**

6. Dedicated plate offerings. Ben wants clarity about how organizations are recommended. In the past, committees were offered the opportunity to nominate organizations, which took a lot of time. **Action – Ben and Rebecca will discuss which months are available and a process for committing them to organizations.**
7. Canvass – Currently we have no one on the canvass committee. Names were floated. **Action – Ben Davis will contact a potential canvass chair to gauge her interest.**

Housing for Kofi Boateng:

We discussed housing for Kofi Boateng, our custodian. He has requested to live at church as his housing is not working for him. He has been offered other housing but would prefer to live at church. The Board had a long discussion about the implications of living at church on the community, the building, the personnel, and Kofi himself. We felt that providing him housing was consistent with our mission.

A motion was made and passed unanimously.

Dedicate the DRE’s old office to Kofi Boateng’s housing. The Board charges the personnel committee to create guidelines about the relationship of Kofi Boateng to the church.

Request from Search Committee for Board members to work with Steve Davis to establish compensation package and negotiate with the settled minister.

James, Michele and Ben will work with Steve Davis. **Action item – Michele will communicate this to Search Committee.**

Board extra meeting re: Multicultural consultation

Board would like to hold an extra meeting to work with “DEEP” during the multicultural consultation. **Action item – James will ask for possible dates from the facilitators and then send us a doodle. Dates likely to be later October/early November.**

Bylaws:

Bylaws committee has requested to move forward with the process for instituting sub-article 5.01 related to hiring, supervision, evaluation and termination of staff.

The board unanimously voted that bylaws committee is charged with the process of adding the amendment to sub-article 5.01

Check-out:

We asked for plus/delta. We ended with our usual prayer.

Plus	Delta
Good quantity of info pre-meeting	Have agenda earlier
Heard and able to hear	Process around who wants to speak
Making decisions based on our mission statement	Clarity around how we make decisions (consensus? Move and discuss?)
Clarity in process	State action items in agenda if possible
Able to disagree	Share finance committee minutes
Time well kept	

