

Parish Council Minutes - August 26, 2014

In Attendance: Bruce Weaver, Carrie Pericola, Jeff Law, Chuck Cotting, Jim Marshall, Dotty Whittier, Barbara Langill, Debbie Cotting, and Rev. Jamie Howard.

Moderator, Bruce Weaver convened the meeting at 7:05 P.M., and Council members provided the mediation by reflecting on their summer experiences. Council approved the minutes of the June 26, 2014 meeting.

Pastor Report: Rev. Howard reviewed her activities since the last Council meeting. She attended the Clergy Association meeting, made pastoral visits, and officiated at the funeral for Shirley Wendel. She will conduct a prayer service for Mark Patterson on 8/31/14. She informed Council of pastoral concerns and noted that she is leaving notes for Rev. Bailey to be sure he is up-to-date on all pastoral concerns when he returns.

Financial Reports: Treasurer, Jeff Law reviewed financial data as of 6/30/14 and the preliminary budget for FY 2015. The loss in the Operating Budget at year-end was \$24,643.85. This number was \$972.73 worse than the budgeted loss of \$23,671.12. Income was \$6068.46 worse than budget, mostly due to lower pledge income. The income deficit was nearly offset by expenses being \$5095.73 better than budget. For FY 2015, income is projected to fall by \$4651.16. In FY 2014, we received a large contribution to the Operating Budget which we don't anticipate receiving in FY 2015. Pledge income is projected to increase by \$6930.98, however this number includes \$8000 from people who pledged in FY 2014, but have not yet pledged in FY 2015. There is some risk associated with the Pledge Income projection because it assumes that 100% of pledges will actually be received. Income from T-Mobile will increase 2% per the inflation clause in the contract; all other income items are projected to be flat with FY 2014. The Expense projection includes a 2% salary increase for staff, a 5% increase in insurance costs, and a 10% increase in medical insurance. Any salary increases will be voted on at Annual Meeting in September when the Congregation will vote on the entire FY 2015 budget and would not take effect until Oct. 1 for the Pastor and Jan. 1 for other staff. Pastor expenses have been budgeted at \$5500, consistent with the Terms of Call. Typically, the Pastor's actual expenses have been much lower. Faith Development expenses have been budgeted slightly higher than the current year's projection to be consistent with prior years' budgets. The increase in expense for Supply Minister reflects the fact that we paid for one month of Supply Pastor in June (FY 2014) and two months (July and August) in FY 2015. The increase in Music expenses represents coverage for Doug Hodgkins while recovers from surgery. Our overall expenses are projected to rise by \$15,919.47 in FY 2015. The combination of lower expected income and higher projected expenses will result in an operating loss of \$45,214.48 in FY 2015. Jeff cautioned that we cannot sustain this significant loss given our modest endowment. Parish Council will continue to refine projections for the FY 2015 budget and will make recommendations to the Congregation at the Annual Meeting in Sept. Recommendations may include the need for a Supplemental Pledge Drive. Financial Secretary, Jim Marshall noted that there are 8 outstanding pledges (people who pledged last year, but have not yet returned a pledge for FY 2015) totaling \$8000. Pledges for Outreach total \$21,270.00.

Christian Education: Barbara Langill reported that Education Ministries will lead worship on Sept. 7 in the Sanctuary. The theme for the year will be Heifer, and Rotation Sensation classes will be held for children ages 7 and up. Children ages 3-6 will be together in one class. Summer nursery attendance averaged 2-3 children each week. Brenna Curren will continue as our paid nursery caregiver for the upcoming year. She will be assisted by High School volunteers. Both Youth Groups are scheduled to meet and share a meal on Sept. 14. The Kids Sunday Summer Camp was offered in Todd Hall this summer. Volunteers led the class with materials for the lesson, craft, and games provided by Barbara. On average, 3 children attended each Sunday. Linda Ladd led a group of 13 people who traveled to Orland, ME to volunteer with Project HOME from July 13-18. From August 19-22, 10 volunteers met at church each morning to travel to Lawrence to work with Habitat for Humanity. Both groups will share their stories at the Shareholders' Dinner on Sept. 21. Barbara reviewed upcoming events: Advent Workshop on Nov. 30, Journey to Bethlehem on Dec. 6, Heifer Marketplace on either Dec. 7 or 14, and the Christmas Pageant on Dec. 21. Barbara circulated a draft Talent

and Needs Inventory which Education Ministries would like to distribute to the congregation. The survey would collect information which would be used for program development and planning as well as to facilitate connecting people with needs like transportation and meals to others who could provide assistance. Council agreed that the survey was a good idea; it's been many years since we've done one.

Membership: Dotty Whittier reported that her committee is working on a Wine Tasting for Nov. 1 and the annual Pie Sale in Nov. Membership will be involved in the Night in Bethlehem in Dec. Trivia Night will be scheduled on a date yet to be determined in 2015. The "Cousins Cards" have been printed; Dotty distributed a sample.

Diaconate: In Margaret Waugh's absence, Bruce reported that September communion is scheduled for 9/14. Volunteers are needed to assist the Bread and Roses group which meets on the first Wed. of each month.

Stewardship: Carrie Pericola reported that letters have been sent to people who pledged last year, but have not yet done so this year. Stewardship is working on a theme for the Annual Stewardship Campaign, and they are considering themes for a Supplemental Pledge Drive should that be deemed necessary.

Finance: Chuck Cotting reported that the roof project went smoothly. Final cost was \$71,595 which was \$1275 under budget. Chuck and Phil Johnson re-graded the Memorial Brick Patio. Chuck thanked Scott DeSantis for loaning his tile saw to cut the bricks. Replacement bases for the front entrance columns have been installed and will be painted. The heavy July rains caused the front window well, to the right of the kitchen range, to fill up with water. The water pressure blew out the rotted window trim and sent lots of water into the kitchen. The window needs to be replaced; Steve Richard will install the new window. Chuck met with Darren Ross of DR Ross & Son to determine if power washing the building would improve the look of the building until we can afford to paint it. Darren pump- power washed a small area on the front of the building, and Chuck reported that the area did look better. The cost of using this power-washing method on the front of the building from the sanctuary to the chapel is \$2470.00. A motion was made and seconded to approve the expenditure of \$2470.00 for power-washing the Summer St. side of the building. The motion passed unanimously. Council asked Chuck to get a price for power-washing other parts of the building.

Tower Day School: Bruce noted that the new director, Leah O'Brien, seems to be settling in well to her new position.

Fundraising: The Yankee Candle fundraiser will be held from Sept. 14-Oct. 5. The Church Golf Tournament is scheduled for Sept. 19 at Thompson Country Club. Carrie Pericola provided information about an American Doll fundraiser which Council suggested be held on Feb. 28. Barbara Langill was given tickets to North Shore Music Theater by a church family who has moved out of town. Council suggested raffling them off. It seems that we don't have enough volunteers to lead the proposed Fair/Pumpkin Patch in Oct. so that fundraiser will not be held.

Annual Meeting: Annual Meeting will be held on Sunday, Sept. 28 immediately following the service.

Nominating Committee: Council suggested possible candidates to fill various vacant positions.

Old/New Business: Council thanked Rev. Howard for her outstanding ministry during Rev. Bailey's sabbatical.

There being no further business, Council voted to adjourn the meeting at 9:33 P.M. Rev. Howard led a closing prayer.

Respectfully submitted, Debbie Cotting, Recording Secretary

Next Meeting: September 23, 2014 Meditation: Jeff Law