Council Minutes
New Hampshire Conference, United Church of Christ
January 17, 2013

Members Present: Warren Bouton, Neal Cass, Jim Christensen, Craig Cowing, Michael Denney, Michael Gfroerer, Paula Gile, John Gregory-Davis, John Herbert, Jan Howe, David Jadlocki, Wayne Martin, Cyndi Morse, Kerry Richardson, Gary Schulte, Laura Sevigny, Richard Slater, Art Urie, Gayle Whittemore

Members Absent: Bernie Burditt, Ann Craxton, Stacey K. Gershwin, Don Hill, Ron Jager

The Community Gathers
Laura Sevigny called the gathering together at 4:02 p.m.

The Community Prepares Itself
Art Urie offered opening devotions.

The Community Reflects on its Mission
The record of the meeting of December 20, 2012 was accepted as presented.

The Community Makes its Offering of Service
The Offering of the Ministerial Staff: The offerings of Gary Schulte and Richard Slater were previously distributed via email. Copies are on file with the Conference Office. Gary highlighted the success of the “Friends of the Conference” donations this past year noting that more was received than ever before and that over $8,000 came from members of the Conference Council. Clergy Days are being held at the end of the month where clergy and Members in Discernment will be looking at the vision of the Conference put forward by Gary at the Annual Meeting as well as looking at the vision beyond his outline. Gary commented that we need to look at how we create a budget over this next year. Also, he is working on new rubrics for the Pembroke Fund and the Grace Scott Fund to bring forward to the Council. He shared with the Council three things that were not part of his written report. 1. Deanna Bennett has resigned her position with the Conference. She has been the major event planner and she will be missed. Roles are being reviewed and there may be changes made to both titles and roles. 2. At this time there are no pending legal claims against the Conference. There was no appeal of the York case to the Supreme Court and appeal period has expired, and the Supreme Court has ruled in the Conference’s favor in the Doe v. NHCUCC. 3. A letter has been received notifying the Conference that it has been recommended that the Essential Conference Ministry grant request made by the Conference for $10,000 for the Outdoor Ministries collaboration between the NH and Maine Conferences be granted. Richard shared that many workshops are being offered at “Prepared to Serve” due largely to the gifts of many folks in our churches. Sign-ups for this event are now taking place on line. He also noted the alternative Search and Call method he is using in one instance. An explanation of the complete process is in his written report.

The Offering of the Treasurer: Michael Gfroerer shared his review of the year end finances of the Conference noting that together, OCWM and Membership Dues were down $17,000 from the year before. Investment income was also down, but rental income from the tower on Pine Mountain was
higher than expected. Interest expense was up because the line-of-credit was used more heavily than in previous years. The bottom line was a year-end deficit of $79,555 which is $17,000 less than budgeted. **The Offering of the CCL:** Kerry Richardson shared that CCL has four funds that it oversees and makes available grants out of those funds. Applications and complete criteria for these funds are available on the Conference website. CCL also offers training events throughout the year. A gathering for Church Administrators is new this year and applications for this event can be found on the Conference website.

**Business**

**Record of the Annual Meeting:** Council members reviewed the draft of the Annual Meeting Minutes. One date was corrected on page 5.

**Motion:** Neal Cass moved and Michael Gfroerer seconded that “the Conference Council accept the Annual Meeting Minutes as corrected for presentation to the next Annual Meeting.” MOTION APPROVED.

**Conference Policy on Content of Minutes:** The Council reviewed the policy (Attachment #1) sent out in advance with materials for this meeting.

**Motion:** Neal Cass moved and David Jadlocki seconded that “the Conference Council adopt the Conference Policy on Content of Minutes as presented.” MOTION APPROVED.

**Reallocation of Unused or Underused Special Funds:** Michael Gfroerer presented a memo outlining six previously established Conference funds that have not been used for at least 7 years. These funds are Witness & Action (Bicentennial), Hunger Action, Just Peace, Coalition Gather Scholarships, Witness & Action-Youth Violence and PTS 2001 Service Trip Scholarship. The funds together total $15,623.42. Michael explained that last fall an ad-hoc committee was tasked with identifying and reviewing unused or underused funds with the objective of possible one-time budgetary relief for 2012 given our deficit. The ad-hoc committee has recommended, and the Executive Committee has endorsed closing the six funds referenced above.

Discussion took place as to whether the funds should be added to the endowment and on the overall cash flow of the Conference. Art Urie stated that he would be uncomfortable using these funds for purposes other than for what their original intent was, and suggested giving them to CWA to use as part of their work in the designated areas. Cyndi Morse said that all the original purposes are still very valid needs. John Gregory-Davis said that CWA was unaware of these funds and should be given the opportunity to discuss them before they are eliminated.

**Motion:** Michael Gfroerer moved and John Herbert seconded that “the Witness & Action (Bicentennial), Hunger Action, Just Peace, Coalition Gather Scholarships, Witness & Action-Youth Violence and PTS 2001 Service Trip Scholarship funds be transferred to the operating fund and be considered Miscellaneous Revenue on new line 9A in the 2012 Operating Budget.” MOTION FAILS (5-Yes, 10-No).
The memo was referred to CWA to create suggestions on how to proceed and report back to the Council.

**Transformation Working Group:** Laura reported that a group has been established to put things in place for the implementation of the new bylaws. Members of the group are Wayne Martin, Doug Hatfield, Kerry Richardson, a member of CWA, Gayle Whittemore, Art Urie, Richard Slater, Gary Schulte and Laura Sevigny.

**April Meeting Date:** Due to conflicts the April meeting of the Conference Council, a joint meeting with Havenwood/Heritage Heights will be held on a difference date, probably April 17, than regularly scheduled.

**Time of Returning to the World**
Following the closing led by Neal Cass, the meeting adjourned at 5:05 p.m.

*Faithfully submitted,*
*Neal Cass*
*Secretary*
Attachment #1

New Hampshire Conference, United Church of Christ
Conference Policy on Content of Minutes

Purpose: To assure that all vital information is part of the official records of the Conference and to provide easy access of historical data for future research.

All minutes of meetings will contain the following:

1. Heading which will include
   a. Name of body meeting
   b. Date and time of meeting
   c. Location of meeting

2. Members of the body present at the meeting with the exception of the Annual Meeting which will contain a statement as to whether a quorum was present

3. Brief overview of what was discussed

4. A record of any votes taken including the text of the motion and the outcome of the vote.

5. As part of the minutes or as an attachment to the minutes, the complete text of anything that is actually voted on by the body. Rationale and backup information only needs to be attached if it is required to make it clear to a reader of the minutes what was voted on.

6. The time of adjournment

The official records of meetings will be maintained at the Conference Office.

Members Absent: Paula Gile, Jan Howe

The Community Gathers
Laura Sevigny called the gathering together at 4:00 p.m.

Laura welcomed the Reverend Edward Matuvhunye, immediate past President of UCC Zimbabwe. He will be in New Hampshire until April 2.

The Community Prepares Itself
John Gregory-Davis offered opening devotions.

The Community Reflects on its Mission
The record of the meeting of January 17, 2013 was accepted as presented.

The Community Makes its Offering of Service
The Offering of the Ministerial Staff: The offerings of Gary Schulte and Richard Slater were previously distributed via email. Copies are on file with the Conference Office. Gary shared that there is active interest in renting the vacant portion of the Conference Center. 35 clergy attended the recent Clergy Days where those attending worked on visioning for the Conference. There are a significant number of clergy members retiring and the Search and Call load has increased due to this. Richard noted that there are 72 workshops planned for Prepared to Serve and 353 people registered to attend.

The Offering of the Treasurer: Michael Gfroerer shared that we are only one month into the year and it is too early for the numbers to tell us anything.

The Offering of the Outdoor Ministries Board (OMB): Stacy Gershwin updated the Council on the work of OMB. Camper registration opened on February 1. 20 applications have been received for staff members. Staff roles will be shifting this summer so questions from potential staff members are being answered the best they can be at this point. Every camp week has a Dean who will provide program leadership and serve as the chaplain. The website has been completely overhauled and there is now a blog. Packets are being distributed to all churches. Stacy will send out information on how and by whom the rates were set. The Council expressed it thanks to OMB for all the work they have been doing preparing for this summer.
The Offering of the Investment Committee: Ken Gould shared that his committee had a phone conference with United Church Funds at their recent meeting. The committee is pleased that United Church Funds beat the benchmarks by 1 ¾%. Presently 40% of the portfolio is in bonds with a low rate. The committee will be discussing this further at its next meeting.

Offering of Budget & Finance: New Budget & Finance Chair Alida Millham said that the committee is beginning its work on the budget for next year. Line item designations will be changing to line up with the new bylaws. All budget requests should be submitted to Budget & Finance by April 1. Requests should be for what is needed for the work that needs to be done without regard for the structure change as Budget & Finance will adapt budgets to the new structure.

Business
Revisions to Pembroke Fund Guidelines: The Pembroke Fund was established when the Conference sold the Pembroke Conference Center property. The fund is used to subsidize events that could have been held at the Conference Center. The changes to the policy remove the $1,000 cap. The required match remains. Local churches still can only use the fund once per year, but Conference entities can request funds more than once per year. The new language includes the Board of Directors to match the new bylaws. Applications are submitted to the Conference Minister who brings them to the Executive Committee for approval. (Policy as presented is Attachment #1).

Motion: Gayle Whittemore moved and David Jadlocki seconded that “The Conference Council adopt the revised Guidelines for the Use of the Pembroke Fund as presented.” MOTION APPROVED.

April Conference Council Meeting Date: The April meeting of the Conference Council will be on Wednesday, April 17 at 4:00 p.m. at Havenwood/Heritage Heights.

General Synod Reimbursement Policy: The proposed changes to the Travel Reimbursement Policy for the General Synod Delegation changes the policy from “to pay all necessary expenses” to “to provide financial support.” Delegates will now book their own transportation instead of it being done by the Conference, and breakfast paid by the Conference has been removed as delegates have chosen not to do this. (Policy as presented is Attachment #2).

Motion: David Jadlocki moved and Kerry Richardson seconded that “The Conference adopt the revised Travel Reimbursement Policy for General Synod Delegation as presented.” MOTION APPROVED.

Resolution – Divestment from Fossil Fuel Companies: The Massachusetts Conference is submitting a Resolution to General Synod 29 entitled “Resolution Urging Divestment from Fossil Fuel Companies” and has asked the Council to endorse the Resolution. After discussion of the Resolution, the Council decided to not take any action at this meeting, but have a discussion and action at the March meeting after members have had more time to research the issues.
The following items were noted during the discussion:

- Mary Westfall shared that the goal of the Resolution is to engage people. Global warming effects the poorest of the poor. The Resolution calls for no new investment in fossil fuels and for present investments to be reviewed over the next five years.
- John Herbert noted that we all use fossil fuels and have no intention of not using them.
- Craig Cowing wishes language that would encourage investments in alternative sources of energy.
- Ron Jager shared that after reading the Resolution carefully he has shifted to favor it. It is superbly written and thought out and he is impressed with the relativity and authority used.
- Ken Gould said that the Investment Committee did look at the Resolution and has concern that this is a huge segment of the investment market which means available avenues for investing is becoming very small.
- Cyndi Morse pointed out that we only have to look at the effect of the last couple of storms on the New England coast to see the issues. Also, there is a large segment in technology where investments can be made.
- Bernie Burditt said that the best way to help the poor is for jobs to be available. Gas prices affect the poor. This is not an easy issue.
- Gayle Whittemore shared that she relates the issue to a piece she heard recently on NPR about slavery and the impact it had on economics in both the North and South. Now we can stand back and see the evils.

**Time of Returning to the World**
Following the closing led by Cyndi Morse, the meeting adjourned at 5:10 p.m.

*Faithfully submitted,*
Neal Cass
Secretary
GUIDELINES FOR USE OF THE PEMBROKE FUND

The New Hampshire Conference Board of Trustees established the Pembroke Fund with proceeds from the sale of the Pembroke Conference Center (on Center Road). The purpose of the fund is to assist local churches, Associations, and Conference groups by providing partial funding in support of off-site retreats, conferences, or meetings.

The Pembroke Fund may be used to subsidize events for groups which will strengthen the ministry of The New Hampshire Conference, its Associations, and its member churches. Examples of programs eligible for funding would include (but not be limited to) Confirmation Retreats, Diaconate Training, Christian Education Training, Church Development, Spiritual Renewal, Youth Ministry, Clergy Continuing Education, Conflict Resolution Training, Family Ministry, Scripture Study, Theological Development, Lay Leadership Training.

General Guidelines:

A letter requesting funds should be addressed to:
The Conference Minister
New Hampshire Conference, United Church of Christ
140 Sheep Davis Road
Pembroke, NH 03275-3711

The letter should include the following:
- A brief description of the event, including the worship component
- Goals of the event
- Constituency for the event
- A proposed budget (including the anticipated Pembroke Grant)
- A statement indicating that a final accounting will be submitted to the Conference Minister within one month of the event and all unused funds returned.

Applications for use of the Fund shall be submitted prior to the event. Those applications, which are submitted after the date of the event, may also be considered if funds are available. In some cases, the award may be less than the requested amount.
If the event is not held, the full amount of the award shall be immediately returned to the Conference Minister. In addition, any remaining award balance shall also be returned.

**Guidelines for Local Churches:**

Local churches may request up to 1/3 of the cost of the event/retreat and may submit one request for funding in a calendar year. First-time applicants will be given priority consideration. The congregation’s participation in wider settings of the United Church of Christ and its support for Our Church’s Wider Mission (OCWM) Basic Support will also be considered as the request is reviewed.

**Guidelines for Associations and Conference Commissions, Committees, or Subcommittees:**

These groups may request up to 1/2 of the cost of the event and may submit multiple requests in a calendar year, based on their programmatic needs.

**Responsibility for Oversight of the Pembroke Fund**

The Board of Directors is responsible for establishing policies and for oversight of the Pembroke Fund.

**Award Procedures**

The Executive Committee will review and approve requests for funding. Grants approved will be reported quarterly to the Board of Directors. Distributions from the Pembroke Fund will be reported annually to the Gathered Conference.

**Report to Fund**

A final accounting and written evaluation will be submitted to the Conference Minister within one month after the event is held. Failure to do so may affect future awards to this entity.

Acceptance of the award check constitutes agreement with the above conditions.

Revised by Conference Council, September 16, 2010
Approved by Conference Council, September 21, 2000
[Conference address change effective 2/14/03]
**Pembroke Grant Request: Event Proposed Budget**

**Event Description**

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<td>Church Name</td>
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<td>Contact Person</td>
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<td>Telephone Number of Contact Person</td>
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<td>Date(s) of Event</td>
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<td>Type group attending (youth, church members, etc.)</td>
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**Income**

| Revenue from Participants | $___________ |
| Pembroke Grant             | $___________ |
| Other Income Sources:      | $___________ |
|                           | $___________ |
|                           | $___________ |

**Total Income**

$___________

**Expenses**

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**Total Expenses**

$___________

*Date form completed ________________*

(Rev. 02/2013)
TRAVEL REIMBURSEMENT POLICY for the GENERAL SYNOD DELEGATION

**Policy:** It is the intention of the New Hampshire Conference to provide financial support to our **Delegation** (elected Delegates, Conference President, and President-Elect), so that all may fully participate in the General Synod. The following are expenses that would typically be covered by the allowance.

**Registration:** The full registration fee will be paid by the Conference.

**Lodging:** The Conference will cover the total housing charge if the room is shared another member of the Delegation. We will cover half of the cost otherwise (unless there is no one in the Delegation with whom to share the room).

**Travel:** Travel arrangements will be made by each individual delegate. A travel allowance will be calculated 90 days in advance of General Synod based upon the average cost of airfare and ground transportation.

**Meals:** A per diem allowance for meals will be available for other meals, using the national setting’s guidelines. Sponsored meals will be paid out of the per diem allowance. Reimbursement for all meals up to the amount of the allowance will be made upon presentation of receipts.

**Miscellaneous Expenses:** Reimbursement for reasonable gratuities, taxes, etc., will be reimbursed upon receipt of an itemized list. Reimbursement will not be made for expenses that are personal in nature (movie rental, personal phone calls, alcoholic beverages, refreshments, room service, personal care items, etc.).

A **Travel Allowance** based upon an estimate of total expenses and available resources will be calculated as soon as all the financial data becomes available.

Members Absent: Ann Craxton, Michael Denney, Ken Gould, Kate Rogers

Others Present: Bryan Breault, Mollie Landers

The Community Gathers
Laura Sevigny called the gathering together at 4:00 p.m.

The Community Prepares Itself
Bernie Burditt offered opening devotions.

The Community Reflects on its Mission
The record of the meeting of February 21, 2013 was accepted as amended.

The Community Makes its Offering of Service
The Offering of the Ministerial Staff: The offerings of Gary Schulte and Richard Slater were previously distributed via email. Copies are on file with the Conference Office. Gary shared that one of the potential tenants for the Conference Center space did not fit well because they have gatherings of 40-50 people on a regular basis. Parking could be an issue. The other potential tenant is still considering the space. Richard reviewed the process that the Sullivan Association is following as it merges with the Cheshire Association.

The Offering of the Treasurer: Michael Gfroerer shared that we now have the data from the first two months of the year and OCWM Basic Support is trending down. He noted that we are running a deficit at this time, but that is not unusual for this time of year. Warren Bouton said that the OCWM Committee is working to encourage advocacy for OCWM in the churches.

The Offering of Outdoor Ministries: Director and Associate Director of Outdoor Ministries Bryan Breault and Mollie Landers updated the Council as follows:

- Twice as many staff applications as positions were received and they are on the cusp of completing hiring.
- Printed material is ready and has been distributed to churches. All churches are encouraged to use the litany provided during worship.
- The website has been overhauled.
- There have been some issues with the on-line registration that are being addressed.
• Registration is not yet gangbusters, but 60 campers have been registered. The goal is 400 campers.
• Policies are being updated in anticipation of achieving American Camping Association (ACA) Accreditation in 2014. The new policies are an important management tool that will be helpful this summer also.
• Every effort is being made to be present in churches and both Bryan and Mollie have been visiting and preaching in local churches.
• Recruiting is taking place now for counselors who after being well trained and vetted will be in the cabins.

Discussion on the rates for the summer took place and it was noted that the Conference entered into this arrangement knowing that it would be subsidizing management costs while the program is developed.

National Report from Kate Rogers: The Council appreciated the written report provided by Kate. Gary Schulte noted that Dick Leavitt, Kim McKerley and Kate served on the Committee of Reference determine how to appropriately deal with resolution for the upcoming General Synod.

Business

Reallocation of Unused/Under Used Designated Funds: Mary Westfall shared with the Council that CWA is making two disbursements of these designated funds as follows:

1. Funds from the LGBT Concerns money will help to defray the cost for Michael Denney to attend the Coalition meeting before General Synod.
2. Funds designated for Youth Service will be used to help defray the cost of youth attending General Synod.

Revision of Resolution Process: Richard presented the revision of the process noting several changes. The language has been updated to match the new structure, an Association may now submit a resolution, it must be presented at least four weeks before the Board of Directors meeting which is an increase of 2 weeks, and the plan of action should include a strategy for communicating with local churches. A full report of all proposed resolutions received by the Executive Committee will be presented to the Gathered Conference. A copy of the Guidelines as adopted are attached to these minutes.

Motion: Art Urie moved and Warren Bouton seconded that “The Conference Council adopt the revised Guidelines for Proposed Resolutions effective today.”

Amendment: Ron Jager moved and Jan Howe seconded that “the guidelines be amended to read that all Proposed Resolution received by the Executive Committee will be presented to the Annual Meeting of the Gathered Conference.” AMENDMENT ADOPTED.

MOTION ADOPTED AS AMENDED.
Policy on the Use of Budgeted Funds: Gayle Whittemore presented a draft Policy on the Use of Budget Allocations. Mary Westfall shared that she is concerned that this policy is micromanagement and Cyndi Morse said that there is no way the Response Team knows in advance exactly how their funds will be allocated. Art Urie stated that with no budget process in place yet the policy is premature and Alida Millham suggested more flexible language. Gayle withdrew the draft from consideration and said she would rework the policy for presentation in the future.

Endorsement of Divestment from Fossil Fuel Companies Resolution: Doug Hatfield member of the Investment Committee UCF joined the Council for discussion of this resolution. Doug said that UCF has not taken a position on the resolution at this time. He shared his concern that this is not the correct vehicle to accomplish the objectives and that there could be a significant impact financially. He hopes the presenters of the resolution will be willing to take away the rigidity of the resolution.

Members of the Council expressed their thoughts on the resolution:

- Cyndi Morse said that divesting from carbon fuels does not mean investing in clean energy can’t take place
- Mary Westfall stated that because this resolution has dollars attached to it, it will get attention.
- David Jadlocki felt that this resolution may not work, but no one will look at alternatives until pushed to do. “If we don’t do something, no one is going to do anything.”

Motion: Mary Westfall moved and Cyndi Morse seconded that “The Conference Council endorse the Resolution Urging Divestment from Fossil Fuel Companies as presented. By a hand vote, MOTION APPROVED (9-8).

The closeness of the vote will be expressed to the Massachusetts Conference along with our endorsement.

Climate Revival Sponsorship: Gary shared that the Main Conference is sending buses to this gathering and presently there is no conversation in our structure about this. CWA was asked to coordinate our effort.

Motion: Cyndi Morse moved and David Jadlocki seconded that “The Conference Council become a “Climate Hero” by donating $1,000 to this event from funds to be developed by CWA.” MOTION APPROVED.

Richard noted that we should urge those attending the event to figure out how to get to Boston without everyone driving.
Appointments to Havenwood-Heritage Heights Board:

Motion: John Herbert moved and Craig Cowing seconded that “Cynthia Elizabeth Bagley, Clayton “Skip” Poole, and Mary Stuart Sullivan be appointed to the Havenwood-Heritage Heights Board.”

MOTION APPROVED

Authorized Signer for the Investment Account:

Motion: John Herbert moved and David Jadlocki seconded that “the Council authorize the Treasurer, President and Conference Minister to be signers on the investment account.”

MOTION APPROVED

Discussion

Resolution on the Restructuring of Conference Boundaries: Members shared their initial thoughts on the resolution being submitted to General Synod. Further discussion will take place at the May meeting of the Council.

Time of Returning to the World

Following the closing led by Stacey Kullgren Gershwin, the meeting adjourned at 6:15 p.m.

Faithfully submitted,
Neal Cass
Secretary
These guidelines for the Resolution process are designed to give all groups in the Conference a way of bringing Proposed Resolutions to the attention of the Conference in an orderly and timely manner.

A resolution is:

1. a statement of Christian Witness on a matter of moral or social principle.
2. a Prudential Instruction to establish or revise procedure,
3. a General Resolution not one of the above

A Proposed Resolution may be submitted by:

- an official action of a local church,
- an elected Committee of a local Church,
- an Association of the New Hampshire Conference, or
- a Ministry, Mission Group, Committee, or Board of Directors of the Conference.

A Proposed Resolution may be submitted for consideration at any regularly scheduled meeting of the Conference Board of Directors. Notice of an intention to submit a Proposed Resolution should be given to the Conference President and Associate Conference Minister at least four weeks before the Board of Directors meeting. In addition to a copy of the Proposed Resolution, the notice should include the following information:

1. A statement indicating what type of Proposed Resolution is being submitted (see classifications above):
2. A Plan of Action associated with the Proposed Resolution that provides clear directions for implementation, and indicates which parties will be responsible for carrying out the Plan of Action. The plan of action should include a strategy for communicating, seeking responses, and soliciting support in a timely manner from the local churches of the Conference.

It should be noted that only the Resolution itself, called the “Statement” in the attached “How to Submit a Proposed Resolution”, is voted upon.
The Executive Committee will review the Proposed Resolution and take one of the following actions.

- It may forward the Resolution for discussion and vote by the Board of Directors.

- If the subject matter has been recently addressed by another Resolution, the Executive Committee may return the Proposed Resolution to the sponsors or refer the Proposed Resolution to the appropriate committee, Ministry, or Mission Group for discussion and action.

- If the Resolution is best suited for discussion, workshop or educational setting, the Executive Committee may recommend it to the appropriate setting, but not submit it to the Board of Directors for a vote.

If accepted for discussion and vote, it will be placed on the Agenda of the next regularly scheduled meeting of the Board of Directors.

- The Board of Directors may decide to forward the Proposed Resolution to the Annual Meeting Planning Committee to be included in the Agenda of the next Annual Meeting of the Gathered Conference.

- The Board of Directors may choose to vote on the Proposed Resolution. If the Resolution is adopted, the entire text of the Resolution and Plan of Action will be shared with the member congregations of the Conference as soon as possible, utilizing all Conference-authorized electronic means of communication (Weekly News, website, Facebook, etc.).

- A full report of all Proposed Resolutions received by the Executive Committee will be presented to the Annual Meeting of the Gathered Conference.

March 21, 2013
How to Submit a Proposed Resolution

**TITLE:** Indicate the type of Resolution being proposed (Witness/Prudential/General)
*Example: “A Resolution of Christian Witness in support of…”*

**SOURCE:** A Resolution may be proposed by an official action of a local church, an elected Committee of a local Church, Association, or a Ministry, Mission Group, Committee, or Board of Directors of the Conference of the NH Conference. The source of the Proposed Resolution shall be identified in the Resolution.
*Example: “Proposed by the First Congregational Church of Granite Station by vote of the Congregation on January 25, 2009.”*

**SUBMITTED ON:** Indicate the date materials are submitted. *Example: “July 9, 2012.”*

**CONTACT:** Please provide contact information for persons who can answer questions, provide additional materials, or arrange for necessary revisions. If possible, please include an email address.

**SUMMARY:** Please include a paragraph that identifies and defines the issue or concern the Proposed Resolution seeks to address.

**BACKGROUND STATEMENT:** Please provide background information that is important for consideration of this Proposed Resolution. Are there other resolutions from our Conference or National setting of the United Church of Christ that undergird or inform this Proposed Resolution? Are there any historical or current circumstances which help to frame the conversation around this particular issue?

**RATIONALE:** This is traditionally where the “Whereas” phrases are inserted. These may include:
- references to current events, (*“Whereas the situation in Darfur …”*)
- actions undertaken by religious leaders or committees, (*“Whereas the Commission for Witness and Action has …”*),
- biblical or theological references, (*“Whereas Jesus declared in Luke 6 …”*),
- and historic references to our common church heritage, (*“Whereas our Protestant forbearers affirmed …”*).

**STATEMENT:** This is the statement that the will be voted upon. Usually the statement begins with *“Be It Resolved…..”* If there is more than one statement, then the other statements begin with *“Be It Further Resolved…”*
How to Submit a Plan of Action

**TITLE:** Indicate the Proposed Resolution that is connected to this Plan of Action. *Example: “A Plan of Action for the Resolution of Christian Witness in support of…”*

**SOURCE:** Use the same information as stated in the Proposed Resolution.

**SUBMITTED ON:** Use the same date stated in the Proposed Resolution.

**CONTACT:** Use the same information as stated in the Proposed Resolution.

**IMPLEMENTING BODY:** Identify the committee, staff person, or other body within the Conference that will be expected to develop the strategies and programs needed to carry out the intent of the Proposed Resolution. If no action needs to be taken, please state this fact. In most cases it should be stated that the particular group given responsibility for the plan of action is also given the authority for oversight and strategy for implementation. The Implementing Body should follow the Plan of Action’s strategy for communicating, seeking responses, and soliciting support in a timely manner from the local churches of the Conference.

**ANTICIPATED COSTS:** This is a statement outlining any anticipated costs (or future cost implications) which will be associated with the Proposed Resolution and the Plan of Action. If no costs are anticipated, please state this fact.

**DIRECTIONAL STATEMENTS AND GOALS:** These include what needs to be done and what follow-up reports or actions, if any, are expected. They could also indicate the length of time that will be required for the Proposed Resolution to be effectively addressed (i.e., 1 year, 3 years, from this time forward, etc.).

**ADDITIONAL INFORMATION**

**SUBMISSION FORMAT:** Send your Proposed Resolution(s) and Plan of Action(s) materials to the attention of Richard Slater either by email at rslater@nhcucc.org or by mail to NHCUCC, 140 Sheep Davis Road, Pembroke NH 03275.

**QUESTIONS:** If you have questions during the process, please contact the Rev. Richard Slater by email - rslater@nhcucc.org - or phone - (603) 225-6647, ext. 104.
RESOLUTION URGING DIVESTMENT FROM FOSSIL FUEL COMPANIES
Submitted as a Resolution for UCC General Synod 29
by the Massachusetts Conference UCC
Submitted December 2012

SUMMARY
The realities of climate change require prophetic and strategic action by people of faith seeking to be faithful to the everlasting covenant God has made with us, with every living creature and with all future generations. If fossil fuel companies simply fulfill their purpose the earth will become inhospitable to life as we know it. This resolution urges all entities of the UCC along with individual members and those affiliated with the UCC to divest from fossil fuel companies. Enacting this resolution is part of a world-wide movement. Along with additional strategies, this resolution seeks to inspire and accelerate an unswerving commitment – as stated in the UCC’s Core Purpose – to “the co-creation of a just and sustainable world as made manifest in the Gospel of Jesus Christ.”

BIBLICAL AND THEOLOGICAL RATIONALE
The actions this resolution recommends are rooted in and an expression of several of our most foundational theological and biblical principles.

In Genesis 9, God makes a covenant not only with Noah, but with all of humanity; a covenant not only with all of humanity, but with every living creature; a covenant not only with all creatures alive today, but with all future generations. In addition to the breadth of God’s inclusive love, God extends that love to future generations. As covenant partners, God calls us to do likewise. It is now clear that the past few generations of humans have burned so much of the earth’s energy reserves that we are on the verge of rendering the earth inhospitable for life as we have known it for all of recorded history. By any measure, this is a violation of covenant.

We live out God’s inclusive love by following the most basic moral instruction of both the New Testament and Hebrew scriptures (Mark 12:31; Matthew 22:39; Luke 10:27; Leviticus 19:18) – a moral instruction found at the core of every world religion: We are called to love our neighbors as ourselves. In keeping with God’s covenant, and because our actions will have significant consequences for future generations, we must recognize that future generations are no less our neighbors than those who live next door to us today. You might think of this as “Golden Rule 2.0.”

Few take issue with Paul’s advice to the Christians in Corinth when he declares that love is the greatest gift (I Cor. 13:13). And the most quoted verse in scripture, John 3:16, reminds us that God loves the world! Let us remember, “God saw everything that he had made, and indeed, it was very good.” (Gen. 1:31)

In his letter to the Christians in Colossae, Paul states that through Christ, God was pleased to reconcile all things to God’s self. (Colossians 1:20) Nothing is left out. Desmond Tutu refers to the act of reconciling us to all of God’s creation as “Christ’s supreme work.” To put it in economic terms, with God, there are no externalities. All things must be reconciled – the entirety of our activity must be accounted for.

We have a long way to go before the promise of reconciliation is realized. Through many resolutions over decades, the General Synod of the United Church of Christ has recognized what Ecumenical Patriarch Bartholomew I, the

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1 In his blog, Andrew Revkin quotes novelist Jostein Gaarder, using this phrase in speaking about intergenerational responsibility http://dotearth.blogs.nytimes.com/2010/05/25/do-humans-need-a-golden-rule-2-0/?partner=rss&emc=rss

spiritual leader of 300 million Orthodox Christians, declares boldly: that wrecking creation is a sin. Many of these resolutions also decry the unjust, disproportionate impact climate change is already having on those living in poverty and in the least developed countries, the elderly and children and those least responsible for the emissions of greenhouse gases. For these and other reasons, the United Church of Christ is ever more committed to care for God’s creation. This can be seen in the recently (2012) articulated Core Purpose of the United Church of Christ: “… we serve God in the co-creation of a just and sustainable world as made manifest in the Gospel of Jesus Christ.”

BACKGROUND

WHAT IS THE SCIENCE OF CLIMATE CHANGE?

Since the beginning of human civilization up until about 200 years ago, our atmosphere contained about 275 parts per million of carbon dioxide. The discovery of oil, the beginning of the industrial age, and rapidly increasing population growth brought increased energy demands and improved techniques to tap into the earth’s carbon reserves (oil, coal, gas), reserves which took nature hundreds of millions of years to create. These are the major factors causing the amount of carbon in the atmosphere to rise to its current level (2012) of 392ppm of CO2.

Climate scientists agree that 350ppm of CO2 is the safe upper limit for CO2 in earth’s atmosphere. Because CO2 traps heat in our atmosphere, this rise in CO2 has resulted in a global temperature rise of 0.8 degrees Celsius causing far more damage than most scientists expected. (A third of summer sea ice in the Arctic is gone, the oceans are 30 percent more acidic, and since warm air holds more water vapor than cold, the atmosphere over the oceans is a shocking five percent wetter, loading the dice for devastating floods.) May 2012 was the 327th consecutive month in which the temperature of the entire globe exceeded the 20th-century average.

What must also be taken into consideration is that previously released carbon continues to overheat the atmosphere. Thus, climate models calculate that even if we stopped increasing CO2 now, the temperature would likely still rise another 0.8 degrees Celsius.

In 2009, world leaders and climate scientists gathered in Copenhagen. 167 countries (including the United States) responsible for more than 87 percent of the world's carbon emissions signed on to the Copenhagen Accord, which declared: "We agree that deep cuts in global emissions are required... so as to hold the increase in global temperature below 2° Celsius." While this global consensus is remarkable, many scientists have come to think that 2° Celsius is far too lenient a target. For example, NASA scientist James Hansen, the planet’s most prominent climatologist, says, "The target that has been talked about in international negotiations for 2°C of warming is actually a prescription for long-term disaster.”

Having raised the global thermometer almost 1° Celsius, we’ve experienced the worst drought since the dust bowl, $40-$60 billion of damages from hurricane Sandy, Arctic sea ice is disappearing much faster than any scientific model has predicted, and Munich Re, the world’s largest reinsurance company, has released a report based on its natural catastrophe database — the most comprehensive of its kind in the world — that concludes: a) global


4 The recent DARA report links climate change to 5 million deaths/yr (400,000 due to hunger & disease; 4.5 million to (air) pollution from the carbon economy), and 1.6% of global GDP (1.2 trillion dollars). Unjustly and unethically, the very poor of the world are suffering by far the most from our excesses.

5 The most useful source for learning about climate science and issues related to this resolution is Joe Romm’s website: http://thinkprogress.org/climate/issue/.
warming is driving an increase in weather-related disasters; and b) “North America is the continent with the largest increases in disasters.”

If an increase of less than 1°C Celsius has resulted in these (and other) devastations, it’s hard to comprehend what life will be like when we reach 2°C Celsius. And yet, over the past several years, as climate models improve, the predictions developed by climate scientists have become more and more dire. Many scientists now believe that before the end of the century, CO₂ will reach 866ppm, and global temperature will rise over 5°C Celsius.

One thing is for sure: it is critically important for humanity to leave as much of the earth’s carbon reserves as possible in the ground. The math is simple. We can release up to 565 more gigatons of carbon dioxide by burning fossil fuels and stay below 2°C of warming. If we burn more than that, we risk catastrophe for life on earth. The problem is that fossil fuel corporations now have 2,795 gigatons in their reserves – five times the safe amount. If fossil fuel companies simply carry out their stated missions by utilizing the known reserves they currently own or have rights to, the earth will become inhospitable to life as we know it.

WHAT TO DO?

The enormity of this challenge demands that the human community engage numerous strategies. For example, we must encourage political leaders to enact laws that will lead to a sustainable planet. In April 2012, the UCC’s Mission 4/1 Earth’s 100,000 advocacy letters are doing just that. We can also encourage political leaders to take a stand on behalf of a sustainable planet. The massive civil disobedience in August 2011 that resulted in President Obama halting – at least temporarily – the Keystone XL pipeline did just that.

This resolution is part of a worldwide movement which focuses on leaving as much of the earth’s carbon reserves as possible in the ground. As part of that worldwide campaign, this resolution proposes that all UCC entities, along with individuals affiliated with the UCC, divest from fossil fuel companies.

WHY DIVESTMENT?


The Carbon Tracker Initiative, a team of London financial analysts and environmentalists, estimates that proven coal, oil, and gas reserves of the fossil-fuel companies, and the countries (think Venezuela or Kuwait) that act like fossil-fuel companies, equals about 2,795 gigatons of CO₂, or five times the amount we can release to maintain 2 degrees of warming.

The International Energy Agency released its annual flagship publication the World Energy Outlook on Nov. 12, 2012. In the executive summary, the IEA roughly concurred, saying, “No more than one-third of proven reserves of fossil fuels can be consumed prior to 2050 if the world is to achieve the 2 °C goal.”
In 1983-1989 General Synod passed numerous resolutions committing the various corporate expressions of the UCC to divest from companies doing business with South Africa. Their action began as a prophetic witness. But once thousands of institutions and individuals joined together to divest from companies doing business in South Africa, Apartheid came to an end.

Following that path, what begins as a prophetic act of divestment from fossil fuel companies will:

a) drive public awareness of the incalculable damage being done by the fossil fuel industry as it generates huge immediate profits in exchange for an uninhabitable future;

b) build public recognition of the urgent need to drastically and rapidly reduce humanity’s dependence on fossil fuels;

c) call widespread attention to the consequences of continuing a “business as usual” approach to extracting, marketing and burning fossil fuel;

d) lead to inspiring an urgent, accelerated and popular commitment to leave untapped 80% of the known carbon reserves, while developing renewable energy resources capable of meeting humanity’s needs – thus making it possible that life as we have known it might continue on God’s good earth.

RESOLUTION

WHEREAS, the leaders of 167 countries (including the United States) have agreed that any warming of the planet above a 2°C (3.6°F) rise would be unsafe, and we have already (as of 2012) raised the temperature 0.8°C, causing far more damage than most scientists expected; and

WHEREAS, computer models show that even if we stopped increasing CO₂ levels now, the temperature would continue to rise another 0.8°C, bringing the planet over three-quarters of the way to the 2°C limit; and

WHEREAS, scientists estimate that humans can pour roughly 565 more gigatons of carbon dioxide into the atmosphere and still have some reasonable hope of staying below 2°C; and

WHEREAS the proven coal, oil, and gas reserves of the fossil-fuel companies, and the countries (e.g. Venezuela or Kuwait) which act like fossil-fuel companies equals about 2,795 gigatons of CO₂, or five times the amount we can release to maintain a 2°C limit of planetary warming; and

WHEREAS the purpose of fossil fuel companies is to make money for their shareholders by providing for the energy needs of the world using the resources they currently own or have rights to tap – and if they simply continue to carry out this purpose, they will raise the temperature of the earth far beyond what is hospitable for life as we know it; and

WHEREAS, because we are a covenant people and affirm Jesus’ call to love our neighbors as ourselves, we join God in recognizing our moral obligation to take into account how our decisions and activities affect all of creation now and into the future; and

1985: The Fifteenth General Synod adopts the Proposal for Action "UCC Full Divestment of All Financial Resources from All Corporations Doing Business with South Africa."

The total known reserves are worth about $27 trillion. If we need to keep 80 percent of those reserves in the ground, that’s a $20 trillion write off for the industry.
WHEREAS even though God loved the world and called it very good, humanity’s normal, everyday activity is putting God’s world in jeopardy; and

WHEREAS over the past five or more decades, many bodies of the United Church of Christ, including the General Synod on numerous occasions, have recognized our moral obligation to be faithful stewards of God’s creation as well as acknowledging, in one way or another, that wrecking creation is a sin; and

WHEREAS the Core Purpose of the United Church of Christ states (in part): “… we serve God in the co-creation of a just and sustainable world as made manifest in the Gospel of Jesus Christ,”

THEREFORE, BE IT RESOLVED, that the General Synod calls upon all Covenanted, Affiliated, and Associated Ministries (and their successor bodies), Agencies, Conferences, Associations, Local Churches and members of the United Church of Christ to:

- Immediately stop any new investment in fossil fuel companies and instruct asset managers who work for those entities to do the same; and
- Ensure that within 5 years none of its directly held or commingled assets include holdings of either public equities or corporate bonds in fossil fuel companies as determined by the Carbon Tracker list; and
- Release quarterly updates, available to the public, detailing progress made towards full divestment.

BE IT FURTHER RESOLVED that the General Synod calls upon the General Minister and President of the United Church of Christ to inform those fossil fuel companies of the passage and implementation of this resolution.

BE IT FURTHER RESOLVED that the General Synod asks the General Minister and President of the United Church of Christ to engage leaders of other religious traditions and relevant organizations to explore ways that they and their constituents might join the UCC in this action.

BE IT FURTHER RESOLVED that the General Synod encourages all Covenanted, Affiliated, and Associated Ministries (and their successor bodies), Agencies, Conferences, Associations, Local Churches and members of the United Church of Christ to engage additional strategies – including public witness, advocacy for the creation of and enforcement of laws, education campaigns and lifestyle changes – that will reduce the use of fossil fuels and our carbon footprint;

BE IT FINALLY RESOLVED that the General Synod remains profoundly concerned about the disproportionate impact climate change is already having on those living in poverty and in the least developed countries, the elderly and children and those least responsible for the emissions of greenhouse gases, and recognizes the moral mandate for humanity to shift to a sustainable energy plan in a way that is both just and compassionate.

**FUNDING**

Funding for the implementation of this Resolution will be made in accordance with the overall mandates of the affected agencies and the funds available.

**IMPLEMENTATION**

The Collegium of Officers, in consultation with appropriate ministries or other entities within the United Church of Christ, will determine the implementing body.

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13 The current list of 200 coal, oil and gas companies can be found here:

**Members Present:** Bernie Burditt, Neal Cass, Craig Cowing, John Gregory-Davis, Michael Denney, Stacey K. Gershwin, Jan Howe, John Herbert, Ron Jager, Wayne Martin, Kerry Richardson, Gary Schulte, Laura Sevigny, Richard Slater, Art Urie, Mary Westfall, Gayle Whittemore

**Members Absent:** Warren Bouton, Ann Craxton, Michael Gfroerer, Ken Gould, Paula Gile, Jonathan Gray, David Jadlocki, Alida Millham, Cyndi Morse, Kate Rogers

**The Community Gathers**
Laura Sevigny called the gathering together at 4:00 p.m. in the new conference room at Heritage Heights.

**The Community Prepares Itself**
Mary Westfall offered opening devotions.

**The Community Reflects on its Mission**
The record of the meeting of March 21, 2013 was accepted.

**The Community Makes its Offering of Service**

**The Offering of the Ministerial Staff:** The offerings of Gary Schulte and Richard Slater were previously distributed via email. Copies are on file with the Conference Office. Gary shared that Warren Bouton, Chair of the OCWM Committee has requested time on the agenda at the next meeting of the Council. Richard noted that there is fluidity in the funding of the General Synod Delegation. First Congregational Church, UCC Claremont has called a pastor after a long search. He also shared that there is a farewell party scheduled for the Sullivan Association. The Associations taking in new churches from the Sullivan Association are celebrating the new life that this is bringing. It was noted that this change has happened by request of the Sullivan Association.

**The Offering of the Treasurer:** Gary Schulte offered that expenses are generally down and there has been a significant bump in OCWM bringing the offering to a number higher than last year at this time. The Budget and Finance Committee will have a draft of the 2014 budget to the Council in June.

**Business**

**Reallocation of Unused/Under Used Designated Funds:** Mary Westfall presented on behalf of CWA the following distribution of designated funds that have been under-utilized:

- Fund 3-1108 Witness and Action and 3-1109 Hunger Action: Together these two funds, amounting to $5,333.65 will be used to help send members of CWA to General Synod so that
through that experience they can enhance and help further develop the work of peace and justice in our Conference.

- **Fund 3-1110 Just Peace:** $6,442.61 to be used for a Conference-wide Prophetic Leading/Prophetic Living Event to take place in 2014, in conjunction and joint planning with Conference Leadership.
- **Fund 3-1128 Coalition Gathering Scholarship:** $215.15 to be used by the Rev. Michael Denny to attend the Coalition Gathering prior to General Synod this summer.
- **Fund 3-1130 Witness and Action-Youth Violence and 3-1133 Service Trip Scholarships:** Together these two funds amounting to $3,632.01 will be used to send youth from our Conference to General Synod this summer.

**Motion:** Mary Westfall moved and Wayne Martin seconded that “the designated funds be distributed as recommended by CWA.” **MOTION APPROVED.**

**NH Council of Churches (NHCC) Joint Statement on Reducing Gun Violence:** The Council reviewed the NHCC Joint Statement on Reducing Gun Violence. The NHCC develops statement and then all members must approve the statement for it to become a Statement of NHCC. (Statement is Attachment #1)

**Motion:** John Herbert moved and Mary Westfall seconded that “The Conference Council adopt the New Hampshire Council of Churches Joint Statement on Reducing Gun Violence.” **MOTION APPROVED.**

**Discussion**

**Resolution on the Restructuring of Conference Boundaries:** Members shared their thoughts on the resolution being submitted to General Synod. The Resolution calls for decreasing the number of Conferences from the current 38. The Resolution has been approved to go to committee at General Synod. A summary of the conversation follows:

- Concern was voiced about the “top down” nature of the Resolution.
- Gayle said that the stated goal of the Resolution of enabling mission and efficiency but the goal should be to be faithful not efficient.
- Gary said that there is a feeling by some that 38 Conferences is too many for a church our size. There has been shrinking of National, but no changes in Conferences.
- Art reminded people that our Conference tried to decrease the number of Associations at one point and it did not go well, but the recent elimination of the Sullivan Association has gone well because it came from the Association.
- Mary Westfall asked if there is discussion about this providing more ecumenical opportunities because there are redundancies with other denominations.
- Our partnerships with the Maine and Connecticut Conferences work well, but they were initiated by the Conferences.
• Gary said that the nuance in the Resolution is challenging, but there is frustration that everything at the Conference level is status quo. He continued that he wanted to the conversation around this Resolution as it has implications for our life in the UCC and he doesn’t want to be in the way of wanted change.
• Ron Jager thinks it is too early to become too concerned. He welcomes a specific proposal that could be discussed,

_Time of Returning to the World_
Following the closing led by Jan Howe, the meeting adjourned at 4:58 p.m.

Council members then joined residents, staff and the Board of Director of Havenwood-Heritage Heights for a reading of our joint covenant, dinner and fellowship.

_Faithfully submitted,_
_Neal Cass_
_Secretary_
New Hampshire Council of Churches

Joint Statement on Reducing Gun Violence

Our hearts break whenever human life comes to a violent end. Together we as people of faith call on our leaders to do all in their power to reduce the risk of gun violence in New Hampshire and in the United States.

The New Hampshire Council of Churches, comprised of delegates representing ten member denominations of Protestant, Anglican, Orthodox, and Roman Catholic traditions in the state of New Hampshire, are united in a call to seek ways to reduce gun violence in our homes, in our schools, on our streets, and in our communities at large.

In a country of 310 million people, there are 280 million guns. Sixty-seven percent of gun deaths in the United States are suicide related.* While the majority of gun owners are responsible and law–abiding citizens, many guns are purchased and owned by those who are not. We urge measures be taken to insure owning a gun is as safe as possible.

In light of the on-going tragedy of mass gun shootings our faith commends us to “weep with those who weep” (Romans 12:15). We believe that every human being is created in the image of our Creator God (Genesis 1:26) and is therefore entitled to live in community free of the fear of gun violence and gun death. Scripture calls us to “beat our swords into plowshares” (Isaiah 2:4, Joel 3:10); our faith teaches us that our ultimate safety and freedom lies in God. It is therefore idolatrous to imagine that guns, especially semi-automatic and automatic weapons, will protect us from harm.

We urge government leaders:

- to take reasonable steps to restrict civilian ownership of certain types of weapons;
- to take steps to keep guns out of the hands of those who are not responsible;
- to seek ways to identify and provide for greater care of those with mental health issues and their families; and
- to take other effective measures to reduce the risk of firearm violence.

To these ends we call on our communities and governmental leaders to take measures enumerated above that will increase the assurance that human life, especially the lives of our children and youth are protected and free from the threat and reality of gun death.

Adopted by the Board of Directors ________________

Member Denominations: American Baptist Churches, USA, Episcopal, Evangelical Lutheran Church of America, Friends, Greek Orthodox, Presbyterian Church/USA, Roman Catholic, United Church of Christ, United Methodist, Unitarian Universalist

*Numbers attained from the Center from Disease Control, National Center for Health Statistics, Mortality Report, 2012

Members Absent: Michael Denney, John Gregory-Davis, Ken Gould, Jan Howe, Alida Millham, Kate Rogers, Mary Westfall

The Community Gathers
Laura Sevigny called the gathering together at 4:00 p.m.

The Community Prepares Itself
Craig Cowing offered opening devotions.

The Community Reflects on its Mission
The record of the meeting of April 17, 2013 was accepted.

The Community Makes its Offering of Service
The Offering of the Ministerial Staff: The offerings of Gary Schulte and Richard Slater were previously distributed via email. Copies are on file with the Conference Office. Gary shared that he has been privileged this past month to attend clergy retirement parties in Peterborough and Lyme and attended a welcoming gathering in Bartlett. These events are part of the on-going signs of the life and vitality of the Conference. He also shared that a new staffing model is being put into place at the Conference Office which includes the hiring of an Office Manager, a more comprehensive position, and the creation of two part-time positions which will be filled by current staff. The changes prepare the office for ministry into the future. Also, the office will be switching telephone providers to Comcast which will reduce ongoing operating costs. Richard shared that the Reverend Talitha Arnold will be the keynote speaker at Annual Meeting where the theme will be “Surprising Joy”. Local churches are being asked to send photos of joyful activities in their church.

The Offering of the Treasurer: Michael Gfroerer shared that we are 1/3 of the way through the year and to date; OCWM is running ahead of last year. The “Friends of the Conference” letter has been sent, we are expecting Outdoor Ministries revenue as campers register and expenses are below last year. In general we are in a better cash position and healthier overall than last year at this time.

The Offering of OCWM: Warren Bouton shared a PowerPoint presentation reminding Council members that we need to bring OCWM home. Often we talk about OWCM being “out there” when truly, “they is we”. Our covenant calls us to support one another and OCWM is one vital way that we can do this. He reviewed in general the OCWM support of the local churches of Council members and distributed a draft pamphlet outlining how OCWM Basic Support is changing lives. He then passed around a list for
Council members to commit to contact three churches in the Conference to offer support and to talk about the importance of OCWM. Members will contact the pastor of the church and promise to keep in touch and offer prayer for that local congregation. Council members are also encouraged to be a presence at Association meetings. OCWM is about relationship and the Council will work to create stronger relationships. There are opportunities and challenges of OCWM and we can and we need to do better.

The Offering of the Annual Meeting Planning Committee (AMPC): John Herbert offered that as Richard has reported that Talitha Arnold will be keynote speaker and will provide a workshop. She spent time in Connecticut and summered in New Hampshire. At the conclusion of the meeting, there will be a hospitality time responding to concerns that there is not enough time for fellowship in the tight meeting schedule.

The Offering of Outdoor Ministries: Stacey Gershwin shared that there are presently 112 campers registered for the summer. This number is lower than expected and support is needed from the Council to help this number grow. There is an expectation that this number will continue to grow. There is a need for both male counselors and nurses.

Business
Grace Scott Fund Policy: Council members reviewed a draft A Policy for the Use of the Grace Scott Fund as prepared by Gary Schulte. The market value of the fund on 9/30/2012 was $503,510 and the fund has been under-utilized. Chaplaincy was a passion for Reverend Scott and the draft of the policy stays true to wishes of the donor and clarifies the uses for the fund. It continues to provide clergy support with emphasis on Chaplains. It was noted that any unused balance in a particular year will be returned to the fund as principal. An updated draft will be presented to the June Council meeting.

June and July Meeting: It was noted that there will be no meeting in July, but the June meeting will be busy as the 2014 proposed budget will be discussed.

Time of Returning to the World
Following the closing led by Wayne Martin, the meeting adjourned at 5:26 p.m.

Faithfully submitted,
Neal Cass
Secretary
Council Minutes  
New Hampshire Conference, United Church of Christ  
June 20, 2013

**Members Present:** Warren Bouton, Bernie Burditt, Neal Cass, Craig Cowing, Michael Denney, Michael Gfroerer, Paula Gile, John Herbert, David Jadlocki, Ron Jager, Wayne Martin, Alida Millham, Cyndi Morse, Kerry Richardson, Gary Schulte, Laura Sevigny, Art Urie, Gayle Whittemore

**Members Absent:** Ann Craxton, Jonathan Gray, John Gregory-Davis, Stacey K. Gershwin, Ken Gould, Jan Howe, Kate Rogers, Richard Slater, Mary Westfall

The Community Gathers
Laura Sevigny called the gathering together at 4:00 p.m.

The Community Prepares Itself
Warren Bouton offered opening devotions.

The Community Reflects on its Mission
The record of the meeting of May 16, 2013 was accepted.

The Community Makes its Offering of Service

The Offering of the Ministerial Staff: The offering of Gary Schulte was previously distributed via email. Copies are on file with the Conference Office. Richard Slater is recovering well after surgery and will be returning to the office shortly. Gary shared that good things are happening. The recent Committee on Church and Ministry (OCOM) training event was well attended. The recent discussions with the School of Ministry and the Conference Ministers in Vermont, Maine, Massachusetts, and New Hampshire is exciting as exploration takes place into the best model for training licensed ministers. The Friends of the Conference fund donations have topped $10,000 to date. A new office manager has been hired, and she will begin on July 15. A procedure has been put in place to allow the Conference to assist local churches in the selling of stock. A separate account to do this is being established. There is active interest by a party interested in renting a portion of the Conference Center. A rental fee is being negotiated.

The Offering of the Treasurer: Michael Gfroerer shared that after 5 months of the year we are financially where we expect to be at this time. OCWM is tracking behind last year, but rental income for the cell tower is exceeding expectations. We will be receiving an unexpected health insurance rebate in the $17,000 range. The cash position is better than last year and the hope is that the Line-of-Credit will not have to be used.

The Offering of the Transitional Team: Gayle Whittemore shared that after the new structure concept was introduced at the 2011 Annual Meeting, adopted by the 2012 Annual Meeting and will take effect in 2013 at the close of Annual Meeting; a transition team was put in place to coordinate the move to the new structure. The Team is chaired by Gayle and consists of Doug Hatfield, Wayne Martin, Alida
Millham, Kerry Richardson, Gary Schulte, Richard Slater and Art Urie. This Team has focused on fleshing out details of how the new structure will function. Substantial time has been devoted to the having the Conference Minister as the CEO as well as the role of the Board of Directors. The Board of Directors is very different from the current Council as it will not be a representative body, but will represent the Conference at large. The Nominating Committee has completed its work for the Board of Directors and has found 4 of the 6 Chairs of the Ministries. A booklet is in the works for participants to learn and understand the new structure. The Nominating Committee will bring its nominees to the gathered Conference in October. A sincere thank you was extended to the members of this team for all the work they have done and continue to do to assure a smooth transition.

The Offering of the Laconia Church: Paula Gile shared that the “Got Lunch” program at the Laconia Church received front page newspaper coverage this week. The program provided lunch to over 500 Laconia children throughout the summer. There are no qualifications for the applications; all are welcome to be a part of the program. 9 other programs have begun around the state and beyond following the Laconia model. An $8,000 grant was received from the United Church of Christ’s Genesis Fund and the Food Bank and Vista Foods have been huge partners.

The Offering of the Salem Church: Cyndi Morse shared that the Congregational Church in Salem in partnership with St. David’s Episcopal Church in Salem has just begun providing hospitality to homeless families with children. Working through the regulatory red tape, the program was begun to ease the burden on homeless families.

The Offering of Outdoor Ministries: Due to low enrollment, three weeks at Horton Center have been closed. Enrollment is at a little over 200 campers. It was noted that camp enrollment around New England is in a downward trend. Thanks was given to all those who helped with work weekend.

Discussion
First Review of 2014 Budget: Alida Millham shared the Proposed Mission Income & Spending Plan for 2014 (budget). The Council was asked to share input on both the numbers and how those numbers are presented and described. There is significant shuffling due to the new structure and the Budget & Finance Committee has worked to look at the numbers from a whole new standpoint. There are four major variables that could affect the numbers, the rental of the building, the IRS health refund, Outdoor Ministries numbers, and health insurance costs. The following comments and discussion were shared with Alida to take back to the Budget & Finance Committee:

- $14,000 of the $17,000 formerly with CWA has been moved to other areas so the amount in this line has been dropped from $24,000 to $14,000.
- The general mission discussion under the annotation seems to be missing.
- Local church support looks like a low number, but much of the Conference Minister and staff time are spent on this including the whole search & call process. This should be noted in the presentation.
- The Narrative Budget should pull from the bottom line to give donors a better picture of the mission the funds are going towards.
- Desire to be very transparent and assure that there is no appearance that anything is “buried” in the numbers.
With the whole new structure it is time to make changes and remove the remnants of the “old” because they will be harder to remove as we move forward. The dollars should be second with the narrative first.

The narrative can use percentages instead of dollar amounts as this gives a clearer vision of where dollars go.

Transparency is important as it shows how things are going to be paid which should enable less focus on the numbers at Annual Meeting and more focus on the mission of the Conference.

The budget shouldn’t be separate from stewardship.

Alida agreed to prepare a memo to the Budget and Finance Committee sharing the Council’s discussion with them.

Business

**Grace Scott Fund Policy:** Council members reviewed the changes made to the proposed Grace Scott Fund Policy-Draft #3 (Attachment 1) after discussion at the last meeting.

**Motion:** David Jadlocki moved and Michael Gfroerer seconded that “The Conference Council adopt “A Policy for the Use of The Grace Scott Fund – Draft #3.” MOTION APPROVED.

**Clergy Compensation Guidelines for 2014:** Kerry Richard shared that CCL has reviewed the present guidelines and done research into cost of living and recommends a 2.0% increase in compensation.

**Motion:** Kerry Richardson moved and Cyndi Morse seconded that “The Conference Council accept and approve the recommended 2.0% to the Clergy Compensation Guidelines for 2014.” MOTION APPROVED.

**Conference Minister Compensation Package:** Gary Schulte left the meeting during this discussion. Craig Cowing from the Personnel Committee shared the Committee’s evaluation and recommendation. The Council discussed the recommendation and also the extra effort that has been put in during the staff transition time. The Council discussed and shared that it is grateful for the work done by Gary over the last year.

**Motion:** David Jadlocki moved and Cyndi Morse seconded that “The Conference Minister be given a 3.0% increase in salary and that the additional week of vacation granted last year be extended into the future.” MOTION APPROVED.

Laura Sevigny will send a letter of thanks to Gary on behalf of the Council and Conference thanking him for all that he has done for the Conference.

**July Meeting:** It was noted that there will be no meeting in July.

**Time of Returning to the World**
Following the closing led by Paula Gile, the meeting adjourned at 6:00 p.m.

*Faithfully submitted,*
Neal Cass
Secretary
A Policy for the Use of The Grace Scott Fund

The Grace Scott Fund was established by a planned gift from the Rev. Grace Edith Scott, whose Will directed that it be used to support hospital chaplaincy.\(^1\) Rev. Scott died April 15, 1997. Ad hoc committees were convened in 1999 and in 2007 to determine an appropriate use for these monies. The Conference Council (Minutes – 09/20/2007), acting upon the recommendation of an ad hoc committee, designated the proceeds from the Fund be used to support clergy development groups in each Association of the New Hampshire Conference, United Church of Christ (NHCUCC). Pastoral Counseling Services, Inc. (PSC) was selected as the administrator of the program and a Letter of Agreement was executed to define this relationship. The Grace Scott Fund also provides a subsidy for groups for “newly-called” clergy in the NHCUCC. Occasionally, the Fund has been used to underwrite training programs, sponsored by PCS that aid our authorized ministers in their practice of pastoral care. The program is regularly reviewed by an advisory group that includes the Conference Minister of the NHCUCC. These supportive programs increase the clinical skills of clergy and help them better serve in all situations, including collaborative work with hospital chaplains when congregants are hospitalized. The groups also reduce the risk of depletion and burnout, thus enhancing pastoral care and all aspects of ministry.

The intent of this document is to further clarify how the NHCUCC will continue to utilize and serve as a faithful steward of this Fund into the future.

Oversight, Evaluation, and Stewardship of the Fund

The Clergy Support Ministry shall be charged with regular oversight and evaluation of The Grace Scott Fund. It shall work with the Conference Minister to ensure that these monies are used to equip and strengthen authorized ministers who are serving as institutional chaplains in the NHCUCC. Chaplains with good standing in an Association of the NHCUCC may request funding to attend workshops, seminars, and other educational offerings that will strengthen their ministries. Requests should be submitted in writing to the Conference Minister at 140 Sheep Davis Road; Pembroke, NH 03275-3711. Requests should be received at least thirty days in advance of an event. All or a portion of the costs of registration and customary expenses may be supported by a grant from the Fund. Only one grant per chaplain will be awarded in a two-year period.

The Clergy Support Ministry shall also administer the Fund to continue to provide networks for peer support and review. This may include, but is not limited to, funding for pastoral leadership development groups, various clergy support groups, and underwriting of the costs to provide educational seminars related to pastoral care and counseling.

The Clergy Support Ministry shall provide an annual reporting of the usage of the Fund to the Board of Directors of the NHCUCC and the Gathered Conference.

This Fund is subject to the provisions of the NHCUCC Investment Policy and the annual draw, which is calculated by the Investment Mission Group of the Finance Ministry. Any balance remaining at the conclusion of the NHCUCC fiscal year will be returned as principal to the Grace Scott Fund in the investment account.

The Board of Directors of the NHCUCC shall be charged with the review and revision of this policy.

Approved by Conference Council 2013/xx/xx

\(^1\) It is my desire without imposing any trust or duty to account that these monies be used to further hospital chaplaincy.
Application for a Chaplaincy Grant from The Grace Scott Fund

I, ________________________________________________________, a chaplain on the staff of ______________________________________________ and an authorized minister in good standing with the _________________________________ Association of the New Hampshire Conference of the United Church of Christ do hereby make application for a grant from The Grace Scott Fund.

Event: ______________________________________________
Date: ______________________________________________
Location: ______________________________________________

Registration: $ _____________________________
Transportation: $ _____________________________
Lodging: $ _____________________________
Meals: $ _____________________________

Total: $ _____________________________

I seek a grant of $ ________________________ from The Grace Scott Fund and promise that this grant, if awarded, will be used for participation in the above-referenced event. I further understand that, should I be unable to attend the event, this grant will be returned in full and payable to the NHCUCC. I will submit a report, which will include a final accounting, to the NHCUCC Clergy Support Ministry within 60 days after the conclusion of the event.

Signed: ______________________________________________

date: ______________________________________________

Please submit this application to:

The Conference Minister
New Hampshire Conference, United Church of Christ
140 Sheep Davis Road
Pembroke, NH 03275-3711

2013/xx/xx
Council Minutes
New Hampshire Conference, United Church of Christ
August 15, 2013

Members Present: Bernie Burditt, Neal Cass, Ann Craxton, Michael Denney, Michael Gfroerer, Ken Gould, Jonathan Gray, John Herbert, Jan Howe, David Jadlocki, Alida Millham, Kerry Richardson, Kate Rogers, Richard Slater, Gary Schulte, Laura Sevigny, Art Urie, Gayle Whittemore

Members Absent: Warren Bouton, Craig Cowing, Paula Gile, John Gregory-Davis, Stacey K. Gershwin, Ron Jager, Wayne Martin, Cyndi Morse, Mary Westfall

Others Present: Mollie Landers (Associate Director of Outdoor Ministries)

The Community Gathers
Laura Sevigny called the gathering together at 4:00 p.m.

Gary Schulte introduced Jesse Evans, Conference Office Manager who is completing her first month in this new position.

The Community Prepares Itself
Kerry Richardson offered opening devotions.

The Community Reflects on its Mission
The record of the meeting of June 20, 2013 was accepted with one spelling correction.

The Community Makes its Offering of Service
The Offering of the Ministerial Staff: The offering of Gary Schulte was previously distributed via email. Copies are on file with the Conference Office. Gary shared that currently there is no offer to lease a portion of the Conference Center and that no deals are in the works. The Pension Board has announced that health and dental rates will remain the same in 2014. Gary said that he is very cognizant that there is only one more meeting of the Conference Council before the Board of Directors begins its work. He reported that he attended his first UCC Board meeting which was brief. Richard shared that he was overwhelmed by the outpouring of support during his recent illness. He received many personal notes and is profoundly grateful for his role in the Conference. He continued that the General Synod Delegation went well, Annual Meeting planning continues, and First Congregational Church in Salem and Trinity Congregational in Seabrook have both called pastors.

The Offering of the Treasurer: Michael Gfroerer shared that through July Basic Support and Fellowship Dues are $4,000 ahead of the same period last year. Expenses are in line with where they should be at this time of year. There is a deficit, but that is normal for the end of July.

The Offering of the Annual Meeting Program Committee: John Herbert shared that Annual Meeting information is now on the Conference website. Added this year is a social time after the meeting ends.
This will be a time for delegates to gather together to socialize. It was noted that the change in Association Boundaries needs to be ratified and that there will be a discussion on resolutions that were adopted during the past year.

**The Offering from the Executive Council:** Kate Rogers’ Executive Committee Report was distributed via email with copies on file at the Conference Office. Kate noted that this was the last meeting of the Executive Council before the UCC Board begins. Laura Sevigny thanked Kate for her service.

**Recap of General Synod 29:** Those delegates present shared the following information from their experience at General Synod:

- The Conference Boundary resolution passed and there will be a study done on possibilities with a report back to the next Synod.
- The Moderator/President group plans to work collaboratively between now and the next Synod to explore areas where work can happen across Conference boundaries.
- Business was interspersed with lectures and theological reflections. The experts that spoke were very informative.
- The camp resolution passed overwhelmingly. It calls for the support of our camps to keep them open and not take them for granted.
- The resolution to limit investment in companies connected to fossil fuel passed with modifications. Investment managers believe it is a workable resolution.
- Carolyn Keilig moderated a committee dealing with coal mining removing mountain tops in Appalachia.
- A resolution calling for a special offering to support seminary students failed. The feeling was that there was concern about adding another offering.
- David Jadlocki went specifically as an observer and found that when people worked together diverse perspectives can find common ground.

**The Offering of Outdoor Ministries:** Mollie Landers shared that there were 10 sessions of camp and two work camps this year. The 10 session included two week long trips, four weeks of camp, two ½ weeks of camp, and two weekend camps including the new Grandparent Camp. A total of 240 campers attended in 2013 which is 10 below the number in 2011. The staff was excellent and there was good cross-over with the staff at Pilgrim Lodge. The reports from campers and families have been good. The US Forest Service worked on the road which made access to Horton Center more difficult than usual. There was a need to cancel three weeks of camp due to low numbers, but most campers were rebooked to another week. Jonathan Gray said that our partnership with the Maine Conference brings skills that we would not have otherwise. Richard Slater shared that he had received good responses about the summer and been told that there was a deep spirituality on the Mountain. Michael Gfroerer went to Grandparents week with his 5 year old grandson and had a great, worthwhile experience and was impressed with the staff. Mollie updated the Council that work will continue on achieving ACA accreditation and that marketing will be reviewed.

**Business**

**Appointment to NH Council of Churches Board of Directors:** There was a recommendation to appoint Christopher Owen to the NH Council of Churches BOD. Discussion took place as to whether the
appointment should be held back until the new structure is in place and the appropriate Ministry would make this appointment.

**Motion:** Michael Gfroerer moved and John Herbert seconded that “The Conference Council approve the appointment of Reverend Christopher Owen to the New Hampshire Council of Churches Board of Directors.” MOTION APPROVED.

**Policy for Recognizing Anniversaries of Authorized Ministers:** Richard Slater shared the draft policy for recognizing anniversaries of authorized ministers (Attachment #1). The policy has been reviewed by both the Prudential Committee and the Annual Meeting Program Committee. Art Urie shared his concern that the only recognition is for length of service and suggested that the Clergy Support Ministry look at additional ways recognition can be done.

**Motion:** David Jadlocki moved and John Herbert seconded that “The Conference Council adopt the “Proposed Policy for Recognizing Anniversaries of Authorized Ministers.”” MOTION APPROVED.

**Proposed Mission Income and Spending Plan:** Alida Millham reminded those present that at the last meeting members had no concern of the actual numbers in the Proposed Mission Income, but there was substantial discussion on the annotation. Thanks to David Jadlocki and members of the Budget & Finance Committee, the annotation section has been rewritten. The present proposal shows a deficit, but if the vacant office space at the Conference Center is rented the deficit goes away. Discussion took place as to how to show the break even budgets, where income offsets expense, in order to be the most transparent.

**Motion:** Art Urie moved and John Herbert seconded that “The Conference Council accept the Proposed Mission Income and Spending Plan and Annotations after removing “(Appendix A)” at the end of the paragraph labeled The Christian Formation Ministry, subject to final editing.” MOTION FAILED 6-Yes, 7-No.

**Motion:** Art Urie moved and Jan Howe seconded that “The Conference Council adopt and send to Annual Meeting, subject to final editing, the Proposed Mission Income and Spending Plan and Annotations.” MOTION APPROVED UNANIMOUSLY.

**Question on Transition:** The Council discussed the upcoming transition to the new structure and discussed how to share information with the broader Conference. The possibility of a symbolic time of transition at Annual Meeting was suggested.

**Time of Returning to the World**
Following the closing led by Michael Denney, the meeting adjourned at 6:15 p.m.

*Faithfully submitted,*

*Neal Cass*

*Secretary*
Proposed Policy for Recognizing Anniversaries of Authorized Ministers

It is the desire of the New Hampshire Conference, United Church of Christ, to recognize and give thanks for the service authorized ministers render to our congregations and wider communities. Regularly noting Ordination anniversaries provides the Conference a time for doing this recognition, and the gathering of the Conference for the Annual Meeting and Retired Clergy Dinner provide two occasions and settings where recognition may take place. The recognition of anniversaries will include Ordained, Commissioned, and Licensed Ministers holding standing in an Association of the New Hampshire Conference, United Church of Christ.

- On every fifth anniversary year (5, 10, 15, 20, etc.) the authorized minister’s name will be printed in the Program of the Annual Meeting of the NHCUCC. The Gathered Conference will be directed to this listing and applause will be encouraged.
- On every tenth anniversary year (10, 20, 30, etc.) the authorized minister will receive a personal note during the anniversary month from the Conference Minister, recognizing the anniversary and giving thanks for his/her ministry in and on behalf of the United Church of Christ.
- On the twenty-fifth anniversary year, a framed certificate of recognition and appreciation will be presented at the Annual Meeting, accompanied by a brief oral statement noting the settings in which the authorized minister has served. If the authorized minister is retired, and in attendance at the Retired Ministers’ Luncheon, the anniversary will be recognized and a more complete statement about the minister’s service to the church will be given.
- On the fiftieth anniversary year, a framed certificate will be presented at the Annual Meeting in recognition and appreciation for ministry in and on behalf of the United Church of Christ, along with a brief oral statement noting the settings in which the authorized minister has served. If the authorized minister is in attendance at the Retired Ministers’ Luncheon, the anniversary will be recognized and a more complete statement about the minister’s service to the church will be given.
- At each Retired Ministers’ Luncheon, those authorized ministers celebrating 40 and 60 years of ministry will also be recognized, and words of appreciation will be given along with an oral statement noting the settings in which the authorized minister has served.

New Hampshire Conference
United Church of Christ
Council Minutes  
New Hampshire Conference, United Church of Christ  
September 19, 2013


Members Absent: Jonathan Gray, Paula Gile, John Gregory-Davis, Alida Millham, Kate Rogers

Others Present: Rusty Mosca (Nathan Wechsler & Company)

The Community Gathers
Laura Sevigny called the gathering together at 4:00 p.m.

The Community Prepares Itself
Stacey Gershwin offered opening devotions.

Presentation of 2012 Audit Findings
Rusty Mosca from the independent auditing firm Nathan Wechsler & Company presented the findings from the 2012 audit. He noted that the Conference financial position improved in 2012 due to the market growth of investments. He is pleased that the Conference is listening to the recommendations made by his firm and takes those recommendations very seriously. Recommendations have been addressed and there are no new comments in the 2012 audit. Two recommendations will be voted on later in this meeting.

Motion: John Herbert moved and Art Urie seconded that “The Conference Council accept the 2012 financial audit as presented.” MOTION APPROVED.

The Community Reflects on its Mission
The record of the meeting of August 15, 2013 was accepted as written.

The Community Makes its Offering of Service
The Offering of the Ministerial Staff: The offering of Gary Schulte and Richard Slater were previously distributed via email. Copies are on file with the Conference Office. Gary shared that the Conference has received a $10,000 grant from the Essential Conference Ministry Fund to help offset the management fee that is paid to the Maine Conference for the management of Horton Center. This fund supports programs where Conferences are collaborating. Gary also noted that the documents for this meeting were distributed through the website not e-mailed out, the new contract with the Pastoral Counseling Center has been signed, there is a party very interested in renting space at the Conference Center, and discussions are continuing with the School of Ministry and the New England Conferences looking at how folks who are not on the seminary track can be trained. Richard shared that the pieces of
Annual Meeting are coming into focus. Prepared to served will take place on February 22, which is a new date.

**Offering of the Annual Meeting Program Committee:** John Herbert shared that he is optimistic that Annual Meeting will be exciting and interesting with creative workshops. There has been an effort to have healthier food, and the additional cost of individual items at the Grappone Center has been frustrating. The presence of a relatively young delegation from Zimbabwe will add excitement to the meeting.

**The Offering of the Treasurer:** Michael Gfroerer shared that through August the combination of OCWM and Fellowship Dues is $30,000 ahead of last year, equal to the 2011 amount. Outdoor Ministries has a $20,000 deficit because there were not enough participants. All expenditure lines are within budget and we have not had to borrow from the line-of-credit for cash flow. The current deficit of $61,860 is in line with what is expected at this time of year.

**Business**

**Medicaid Expansion Resolution:** Mary Westfall on behalf of the Commission for Witness and Action and its Economic Justice Ministry Team presented “A Resolution of Christian Witness in Support of the Expansion of the Medicaid Program in New Hampshire”. (Attachment #1). She commented that it is important for faith bodies to make a statement to legislators. Because of the timing of the action at the State House, the Resolution is being brought to the Council instead of Annual Meeting. There will be an opportunity for delegates at Annual Meeting to strategize with CWA for implementation.

**Motion:** Michael Gfroerer moved and Cyndi Morse seconded that “The Conference adopt the resolution “A Resolution of Christian Witness in Support of the Expansion of the Medicaid Program in New Hampshire” as presented.” MOTION APPROVED.

**Financial Controls:** Based on the recommendation of the auditors, two procedures were recommended by Gary Schulte.

**Review Process for General Journal Entries**
For each month, or other review period selected, the Finance Officer will print a list of general journal entries made during that period for each fund – Operating, Restricted, Ministerial Relief Fund, and Lane Estate. The Finance Officer will provide the lists and the documentation for each entry to a designated individual who will review all non-recurring entries for validity and accuracy. The Finance Officer will provide any additional explanation or documentation requested. Upon completion, the reviewer will initial the list beside each entry reviewed. The initialed list will be kept on file in the Finance Office.

**Motion:** John Herbert moved and Wayne Martin seconded that “The Conference Council adopt the Review Process for General Journal Entries as recommended.” MOTION APPROVED.

**Policy for Invested Funds Withdrawals**
Any withdrawal, in excess of the Conference’s current Total Return and Investment Spending Policy, must be approved by action of the Conference’s Board of Directors and will require that
the Conference Minister and another officer of the organization sign off to authorize Conference staff to execute the withdrawal from the Consolidated Investment Fund.

**Motion:** John Herbert moved and Morse seconded that “The Conference Council adopt the Policy for Invested Funds Withdrawal as recommended”. MOTION APPROVED.

**Record Retention Policy:** Members reviewed the draft Record Retention Policy which has been created from sample policies and our own experience. Members shared the following comments:
- Practices should be in place to assure the Conference staff knows what is in the policy.
- It was questioned whether the policy should include what is on someone’s home computer.
- Do we keep records that show what we have learned from our experience?
- Should the Conference have an historian?
- Should be gather those that have been involved in the Conference for many years and in the past to share their stories?

The new Board of Directors will discuss these issues further.

**Time of Returning to the World**
Following the sharing of communion and commemoration of the final meeting of the Conference Council, the meeting adjourned at 6:07 p.m.

*Faithfully submitted,*

*Neal Cass*

*Secretary*