New Hampshire Conference of the United Church of Christ  
Board of Directors Minutes -- January 18, 2014

Missed: Rev. Dawn Garrett-Larsen, Rev. Stacy Kullgren

The meeting opened at 9:30 with Gary leading worship and Communion.

A Power Point presentation "Past, Present & Future" of the New Hampshire Conference was presented by Rev. David Jadlocki. He offered a clear understanding of our roots and a positive vision for the future.

The agenda was amended to add 3 additional items. Gayle checked in with the process of how well the minutes of the Executive Board was working to keep them well-informed.

Treasurer John Herbert shared several reports: Operating Statement for 2013 is preliminary as the Conference books for 2013 remain open until 1/24/14. The final numbers will be different from those on the printed report including the total loss which will be less than the $12,000 presented; the OCWM revenue continues to come in but is now at 95% of the budgeted amount; Friends of the Conference is now at 86% of the anticipated amount: Outdoor Ministries remains at a $30,000 operating loss for the year not including the Management expenses and will need serious consideration as we enter the last year of the three year management contract. For the Conference as a whole, 92% of budgeted expenses has been expended with 95% of anticipated revenue received. Marcie and Martel each questioned specific lines but the answers were found on another page. Michael questioned how the total deficit can be so small with the cost of some programs remaining high. Gary answered that a vacancy in staffing and the reduction on some staff hours plus two grants made the difference in the bottom line.

The new template for reporting on the Mission, Giving and Spending Plan was distributed. It simplifies the report and follows the new Ministry structure and is "cleaner and more efficient." Neal suggested that an additional column be included that would show the percentage of moneys spent or received (agreed), Ken questioned the amount for the investment consultant - it will be brought to the Finance Ministry for consideration.

There was discussion on the line item of the deficit. In recent history, any annual deficit has not been funded or carried into the following year. It was proposed that each year the Board of Directors look at the budget or surplus and vote what should be done. Ultimately there should be a policy in place. John made the motion that “the final figure of the deficit of 2013 be taken from invested funds” seconded by Bill McIntyre. Brief discussion followed and the motion was amended to insert “the amount not to exceed $12,000.” The motion carried with one “no” vote.

Gary reported on the annual audit expenses. He read from Bill Hoysradt’s email/recommendation: “I am about to make yearend book entries to allocate 10% of our 2012 audit expenses to the Lane Estate. It will be $1,200 for the 2013 budget. This has been standard procedure for many years since the estate came to the Conference. It is an unreasonably large amount of money for the actual audit work on that part of our finances. It may have made sense when the estate consisted of rental property, but now there is only one investment account providing all the income. Taking that $1,200 will reduce the 2014 first quarter investment distribution to all the beneficiaries by the same amount. Our operating fund get 50%, the MRF 10%, Keene UCC 10%, UCC Local Church Ministries 10% and UCC Wider Church Ministries 20%. If we did not allocate the audit expenses at all it would mean that 2013 operating expenses would be $1,200 higher, but we would receive $600 more Lane Estate income in January 2014 and all future years. The MRF, Keene, and the UCC ministries would benefit proportionately.”
Because the allocation cannot be justified by the work involved and because this is a small amount relative to our total budget I recommend that the Board of Directors consider dropping this allocation for 2013 and all future years.”

Carolyn made the motion that “we no longer request 10% of audit costs from the Lane Estate.” Michael seconded. It was then amended “to apply to 2012 audit if not already paid.” Motion carried.

The listing of the nine restricted funds and grants was shared. Most of the funds have not been used to the maximum; Michael questioned if a policy is needed for what to do with the unexpended money from the restricted funds (choices included to return to the fund, or go to the Conference budget.) Carolyn thought the by-laws of each had been researched. The Executive Committee will discuss the next steps.

Chair of Finance Ministry, Rev. Art Urie, gave a report on the OCWM. They are focusing on increasing visibility - to thank those who give and to increase the number of churches making a commitment. They plan to recognize those churches and give thanks by mentioning them specifically at association meetings, and to train a ‘gratitude group’ of volunteers who will call each church to say thanks three times a year. (If you know of a good caller, pass the name along to Art.) To increase the number of givers they will send letters and a commitment form to churches with copies on the website, then email key individuals to invite a response. It will have to be intentional to decide not to commit, the assumption is that they will.

The Board of Director’s meeting minutes of November 1 &2 were amended to read on page 3 “Clergy Support will oversee the Grace Scott Fund” and page 3 correct the spelling of Wechsler. Approved as corrected.

The 2013 Annual Meeting Minutes were reviewed and accepted as presented.

It was moved and seconded that recommendation of the Annual Meeting Planning Committee be accepted. It will be on October 25, 2014 at the Grappone Center in Concord, the theme will be ‘The future of the UCC”. Unanimously approved.

And to keep us on the edge of our seats, the Record Retention Policy was considered. Don Clark had responded to Gary’s concerns via email, and it was clear that items must be evaluated to decide if they should be kept. It was noted that some things are held for legal purposes, others for the institutional memory. Gayle clarified that it was more staff focused and all items will be kept via a reasonable standard. John made the motion, Ken seconded that we “adopt the Record Retention Policy as presented in November.” The motion passed unanimously.

Rev. Mollie Landers spoke enthusiastically supplementing the Outdoor Ministries Report (handout.) She is working in NH on the details of Horton Center, Bryan has moved into a more supervisory position. The question was raised, “what adaptations are needed to survive and thrive?” All of us have a responsibility to promote this Ministry. Mollie completed the morning’s business by leading us in a song of blessing into lunch. “Have an apple. . . AMEN!”

Brainstorming and wordsmithing swirled around the Timely Mission Statement. Neal shared what had been submitted, took notes on the new ideas of sanctifying our practical purpose and will come back in April with another sentence or two that should focus our work.

Because it had been voted to have a Human Resources Committee, a few more humans are needed to do the work. Gary and Gayle have a few possibilities but would love suggestions of anyone who is in that occupation.
For the **Conference Minister’s Report**, Gary shared how appreciative he has been for the staff who has been working shorter hours with an equal or greater work load.

Rev. Richard Slater will be going on Sabbatical in the fall, and there is money allocated to help alleviate that vacancy, but Gary feels he can get as much done using a per diem person as needed and not hire someone for the entire time.

Premier Properties is now the listing agent for the rental property. It is a 6 month contract, and there may be some clarity needed with the town of Pembroke and PILOT when a renter is found.

The National UCC is struggling with decreased funds and smaller staff. The Collegium and all Conference Ministers are meeting in February to look at new alternatives.

Phone & web services have been upgraded so there is faster service as well as $200. month savings.

The *Weekly News* is for everyone in the conference. Share with your congregations.

The **Nominating Committee** currently has four members but an additional person is needed for a two year term. Gayle would love some suggestions for someone who knows lots of other NHUCCers.

Rev. Kim McKerley made it through the snow to give her update on the **Ukama Partnership**.

She has been coordinator for almost 10 years, but Ukama has been in place since 1996. There are 44 partnered churches. There are still Zimbabwe churches seeking a partner NH church – it is a relationship of prayer, communications and maybe visits, not that of helping or “us” giving to “them”.

Once prosperous and a model for Africa, everyday life now is very difficult. Better than it had been several years ago, and the people remain resolute and hopeful.

The new President of the UCC is looking to grow local church “enhancing the many, not enriching the few”.

There’s not always a project, but right now the Rwadzano Women’s Health Center is in critical need for clean water and has matching funds. Gary suggested the Board of Directors authorize engagement with the “**Borehole Project**” within the Ukama Partnership. (agreed)

Interesting **reflection** was shared on the process of the day. Suggestions included adding the space for ‘other items’ on the agenda and putting a guess on the time some things would take. Gayle requested to let her know if hard copy of the various on-line reports would be needed.

Carolyn closed the meeting with a prayer at 2:35.

Respectfully submitted,

*Martha Clement*
BOARD OF DIRECTORS
NEW HAMPSHIRE CONFERENCE UCC
MEETING MINUTES
November 1 & 2, 2013
Berakah Spiritual Center – Pittsfield, NH

Members Present:  Neal Cass, Dawn Garrett-Larsen, Michael Gfroerer, Kenneth Gould, Daniel Harkinsson, John Herbert, Carolyn Keilig, Phil Kimball, Edward Koonz, Stacey Kullgren, Richard Leavitt, William McIntyre, Marcie Miller, Gary Schulte, Martell Spagnolo, Gayle Whittemore,

Members Absent:  Martha Clement

Members arrived on Friday afternoon November 1 and spent time worshipping, getting to know each other, learning about the new structure of the Conference, learning about the role of a Director, and praying

Saturday morning Directors spent time in silent meditation, learned about the history of the NH Conference including highs and lows, heard an update on the National Church, and teleconferenced with Don Clark and Heather Kimmel discussing governance and the role and responsibility of Directors. Out of the discussion on governance, the following items were noted for follow-up:

 There was a request for a chart of all staff.
 The Directors need to create a “timely” Mission Statement.
 Time should be built into each agenda for visioning.
 The Conference Minister’s job description is still in draft form.
 Directors should have a clear consistent answer to “who and what is the NH Conference?”
 Need to discuss how we do a budget.

BUSINESS
After lunch on Saturday, the Board of Directors gathered to act on business items.

Appointment of Ministry Members:  Art Urie, Chair of the Nominating Committee until the just completed Annual Meeting presented a slate of Ministry Members and Chairs (ATTACHMENT #1). He noted that the Nominating Committee worked hard to recruit people beyond the greater Concord area.

    Motion: Carolyn Keilig moved and Dawn Garret-Larsen seconded a motion to “accept the Nominating Committee report as presented and appoint the slate of Ministry members and Chairs as presented.”  MOTION APPROVED.

Thanks were given to Art and the rest of the Nominating Committee for their work.

Approval of Minutes of September 19, 2013 Conference Council Meeting:  With no changes, the minutes of the September 19, 2013 Conference Council Meeting were approved by consensus.
Review of Third Quarter Financial Reports: Treasurer John Herbert reviewed the financials as distributed to Directors noting that we are in a very similar place to where we were at this time last year. He review expenditures and revenue and pointed out that Outdoor Ministries did a commendable job keeping costs down in light of the low enrollment which translates to lower income. He also noted that support staff cost are way down due to a vacant position. This is a one year things and will not continue in future years.

Signatory Authority for Banking:

Motion: Carolyn Keilig moved and Ken Gould seconded a motion that “The Board of Directors of the New Hampshire Conference, UCC resolved that the following people are authorized withdrawal and transfer signature authority for all checking, savings, money market and investment accounts currently owned by the NH Conference and that they are also authorized to open new accounts as necessary to conduct Conference business: John Herbert, Treasurer, Gary Schulte, Conference Minister, and Gayle Whittemore, President.” MOTION APPROVED.

Conflict of Interest Policy: After review of the Conference Conflict of Interest Policy, Directors completed and signed the required sheet provided necessary information.

Executive Committee of the Board of Directors: Directors were updated on how the Executive Committee has functioned in the past.

Motion: Michael Gfroerer moved and Dick Leavitt seconded a motion to “establish an Executive Committee of the Board of Directors according to the bylaws of the Conference.” MOTION APPROVED.

Discussion of the newly formed Executive Committee continued and by consensus the Directors agreed on the following:

- The Executive Committee will consist of the Officers of the Conference who will invite others in as needed.
- Unless time sensitive, the Executive Committee will make recommendations to the Board of Directors rather than making decisions.
- There will be transparency in all matters dealt with by the Executive Committee.
- The Executive Committee will shape agendas and continue to deal with Pembroke Fund requests.

Human Resources Committee of the Board of Directors: The Board of Directors has the ability to appoint a Human Resources Committee to work with the Conference Minister. One of the tasks of this committee would be to review the employee handbook.

Motion: Michael Gfroerer moved and Dawn Garret-Larsen seconded a motion to “establish a Human Resources Committee of the Board of Directors according to the bylaws of the Conference.” MOTION APPROVED.
Motion: Dawn Garrett-Larsen moved and Daniel Harkinon seconded a motion to “appoint Rev. Carol Meredith the Chair, and Ethel McConnogy as a member of the Human Resources Committee for a term of one year.” MOTION APPROVED.

When a third person for this committee is found, the biography of the person will be sent to the Directors for approval.

Nominating Committee Appointees: It is the President of the Conference’s responsibility to appoint two additional members to the Nominating Committee. Gayle Whittemore reported that she is appointing Don Lyon of Amherst, and is looking for one additional person.

Board of Directors Schedule for 2014: The following meetings are scheduled: April 5, 9:30-3:00, June 13 & 14 at Horton Center, and September 20 9:30-3:00. A Doodle poll will be sent out to help determine when the January meeting will be held.

Records Retention Policy: Directors reviewed the proposed policy. There was concern about what is included in the policy and how it affects non-employee representative and officials of the Conference. It was decided that the policy is too complex to discuss in a short time, so the item was tabled until the next meeting.

Listing Agreement with Fairway Real Estate: The agreement with Fairway Real Estate has been in place for two year with no solid prospect being brought forward. The Directors support the Conference Minister’s recommendation to look at other options and felt that authority has been given to the Conference Minister by the Conference Council to make such decisions.

Authorization for 2013 Audit:

Motion: John Herbert moved and Bill McIntire seconded a motion to “authorize the 2013 audit to be conducted by Nathan Wexler and Company.” MOTION APPROVED.

Michael Gfroerer noted that it is wise to switch auditors after a number of years with the same one in order to “have a new set of eyes” reviewing the financials. It was noted that there have been vast improvements to our financial procedures during the time we have been working with Nathan Wexler and Company. The issue will be put on the June meeting agenda.

Housing Allowance Requests for 2014: Directors reviewed housing allowance requests for 2014 from Conference ministerial staff.

Motion: Ken Gould moved and Carolyn Keilig seconded a motion to “designate an amount up to 50% of Conference Minister Gary Schulte’s total cash salary for 2014 (and for all future years until specifically amended) be allocated for housing allowance subject to actual expenses for which an accurate accounting can be given in accordance with Section 107 of the IRS Code.” MOTION APPROVED.
Motion: Dawn Garrett-Larsen moved and Bill McIntire seconded a motion to “allocate $37,500 in accordance with IRS guidelines as Housing Allowance for year 2014 for Associate Conference Minister Richard Slater, an amount that represents approximately 50% of cash salary.” MOTION APPROVED.

Auto Leasing Agreement: The Board reviewed the request from Associate Conference Minister Richard Slater who would like to lease a vehicle as the lease on the present vehicle ends in January 2014. The arrangement has been of mutual benefit to both the Conference and Richard.

Motion: John Herbert moved and Daniel Harkinson seconded a motion that “it is resolved on this date that the New Hampshire Conference of the United Church of Christ agrees to enter into an auto lease agreement for a passenger car, and that the Reverend Richard Slater is authorized to sign the lease and accept delivery of the car on behalf of the Conference, subject to the approval of the Conference Minister.” MOTION APPROVED.

Time to Reflect on the Board of Directors Time Together: Directors shared comments on the time together. It was noted that items for future meetings will not be printed for Directors unless requested, meeting information will be available on the website, and worship will be part of all future meetings.

Time of Returning to the World
Following the sharing of communion, the meeting adjourned at 3:30 p.m.

Faithfully submitted,
Neal Cass
Secretary Pro-temp
Ministry Members Nominated by Nominating Committee
(The To Be Appointed by Board of Directors on 11/2/2013)

Christian Formation

Rev. Ruth Martz, Chair.  P O Box 126, Sanbornton, NH 03269
   Church: Sanbornton Congregational, United Church of Christ
   (603)286-3018, email: ruthmartz@uccsanbornton.org
   One sentence: Currently member Annual Meeting Planning Committee, Active member New Hampshire Association
   United Church Educators.

Rev. Dr. Dawn Berry  203 Elm Street, Manchester, NH 03104
   Church: Brookside Congregational Church, United Church of Christ, Manchester
   (603)669-2807, email: pastor@brooksidecc.org
   One sentence: Experienced Pastor, currently General Synod Delegate and member of Peace and Justice Task Force,
   former member of Conference Council and Commission for Congregational Life.

Merri Carlson  41 Car Mar Lane, Salem, NH 03079
   Church: First Congregational Church of Salem
   603-894-5644, Scarlson41@Comcast.net
   One sentence: Active member of NH Association of United Church Educators.

Rob Grabill  25 Rayton Road, Hanover, NH 03755
   Church: Church of Christ at Dartmouth College, United Church of Christ
   (603)643-5507, email: robert.grabill@valley.net
   One sentence: Currently General Synod Delegate, student at Andover Newton Theological School.

Amy Zapp, 143 Wheeler Road, Hollis, NH 03049
   Church: Congregational Church of Hollis, United Church of Christ
   (603)465-2939, email: amyzapphh@gmail.com
   One sentence: Christian Education Director at Congregational Church of Hollis UCC, active member of NH
   Association of United Church Educators.

Clergy Support

Rev. Tim Wildman, Chair.  54 Auburn Street, Concord, NH 03301
   Church: First Congregational Church, Concord
   (603)225-5103, Email: wildhov@comcast.net
   One sentence: Pastoral Counselor, current member of Merrimack Church and Ministry Committee, past chair
   Prudential Committee.

Rev. Kris Bowen  P.O. Box 205, New London, NH 03257
   Church: South Congregational Church, Concord
   (603)753-6990, Email: kbow68@comcast.net
   One sentence: Chaplain at Dartmouth Hitchcock Medical Center.

Rev. Mary James  21 Bagdad Rd., Durham, NH 03824
   Church: First Congregational Church, Wakefield
   (603)868-3401, Email: fccwpastor@gmail.com
   One sentence: Former member Commission for Congregational Life, experienced local church pastor.

Rev. Deborah Knowlton  127 Winnacunnet Road, Hampton, NH 03842
   Church: First Congregational Church of Hampton
   (603)926-9245, email: seedplantr@gmail.com
   One sentence: Experienced local church pastor, former member Conference Council, former Conference President.

Rev. Rebecca MacCini  P O Box 2205, Henniker, NH 03242
   Church: Congregational Church,Henniker
   (603)428-7685, Email: revrvm@tds.net.
   One sentence: Chair of Merrimack Church and Ministry Committee.

Cindy Naiditch  10 Hillview Drive, Chichester, NH 03234
   Church: East Congregational Church, United Church of Christ, Concord
   (603)798-3896, Email: clnaiditch@aol.com. One sentence: Former Conference Treasurer, former member of
   Merrimack Association Church and Ministry Committee.
Finance

Rev. Arthur Urie, Chair. 214 Old College Drive, Andover, NH 03216
Church: First Congregational Church, Wilmot
(603)735-5444, Email: urie@tds.net
One sentence: Currently member of Nominating Committee, former member Conference Council.

Rev. Kimberly Mckerley  PO Box 238, Chester, NH, 03036
Church: Brentwood-Kingston Pilgrim United Church of Christ
(603)778-3189, Email: mckerley@gsinet.net.
One sentence: Currently member of Our Church's Wider Mission Committee, Coordinator Zimbabwe Partnership.

Terry Martin  133 Dame Hill Road, Orford, NH 03777
Church: Church of Christ at Dartmouth College, United Church of Christ
(603)353-9830, Email: kamtwm@valley.net
One sentence: Banker, member Grafton-Orange Church and Ministry Committee.

Linda Maynard  31 Sheepboro Road, Farmington, NH 03835
Church: First Church Congregational, Rochester
(603)332-1121, Email: firstucc@myfairpoint.net
One Sentence: Currently member of our Church's Wider Mission Committee, tireless promoter of OCWM.

David Chin  117 Hampstead Road, Derry, NH 03038
Church: Hampstead Congregational Church
(603)785-4057, Email: d.y.chin@hotmail.com
One sentence: Accountant, Member Stewardship Committee in local church, former member Conference Budget and Finance Committee.

Local Church Support

Anne Craxton, Chair.  317 Mountain Road, Dalton, NH 03598
Church: First Congregational Church United Church of Christ, Littleton.
(603)837-9219, Email: ascrtaxton@yahoo.com
One sentence: Currently member of Commission for Congregational Life.

Rev. Damon Anderson  706 Old Homestead Highway, Swanzey, NH 03446
Church: First Congregational Church, Swanzey
(603)352-6689, Email: nomad-anderson@gmail.com
One sentence: Active pastor of a small church, accredited interfaith spiritual director, former non-profit leader.

Rev. Rebecca Larson  24 Parsons Street, Colebrook, NH 03576
Church: Monadnock Congregational Church
(603)237-4414, Email: amensister@myfairpoint.net
One sentence: Experienced local church pastor, former member Conference Council.

Rev. Carol Meredith  P O Box 420, Deerfield, NH 03037
Church: Deerfield Community Church, United Church of Christ
(603)463-7734, Email: deerchurch@myfairpoint.net
One sentence: Experienced Local Church pastor, former member Commission for Congregational Life.

Scot Wilson  51 Rogers Road, Barnstead, NH 03225.
Church: Congregational Church of North Barnstead
(603)781-2785, Email: scot.wilson84@gmail.com
One sentence: active in church school and youth ministry.
Peace and Justice

**Rev. Gordon Crouch, Chair.** 142 Barton Corner Road, Hopkinton, NH 03229

- Church: First Congregational Church, United Church of Christ
  
  (603)746-4235, cell: (603) 568-2571, Email: revgordon@mcttelecom.com

- One Sentence: Past Chair of Peace with Justice Task Force, Past Member with Justice & Witness Ministries.

**Rev. Gray Fitzgerald**  28 Washington Street, Concord, NH 03301

- Church: South Congregational Church, Concord
  
  (603)856-7373, grayfitz440@live.com

- One sentence: Currently member of Peace with Justice Advocates.

**John Rowe**,  869 River Road, Manchester, NH 03104

- (603) 628-3521, Email: johnmwr@hotmail.com

- One sentence: Co-chair of local church Outreach Committee. Professor of Nursing at MCPHS University (Massachusetts)

**Janet Simmon**,  20 Shore Drive, Laconia, NH 03246

- Church: Congregational Church, Laconia.
  
  (603)524-7890,

- One Sentence: Brings church experience from Gaithersburg, MD.

**Janet Sanborn**,  29 Woodknoll Drive, North Hampton, NH 03862

- Church: North Hampton United Church of Christ
  
  (603)964-8568, cell: (603) 858-2796, Email: sanbornjol@comcast.net

- One sentence: Faith Community Nurse at UCC in North Hampton, Currently member of Commission for Witness and Action.

**Rev. Jed Rardin**,  38 North Curtisville Road, Concord, NH 03301

- Church: South Congregational Church, Concord
  
  (603)224-2521, Email: revjaredr@gmail.com

- One sentence: Currently member of Commission for Witness and Action.

Wider Church Relations

**Janet Kohlmorgan, Chair.**  220 Woodbound Road, Rindge, NH 03461

- Church: First Congregational Church, Rindge
  
  (603)899-2069, Email: rickhlr@comcast.net

- One sentence: Current member Commission for Congregational Life.

**Rev. Craig Cowing**  58 South Main Street, Newport, NH 03773

- Church: South Congregational Church, Newport
  
  (603)863-3160,

- One Sentence: Currently Chair of Personnel Committee, has traveled widely.

**Rev. Michael Denny**  11 Bicknell Street, Kittery, ME 03904

- Church: The Congregational Church of Exeter, United Church of Christ
  
  (207)752-3157, Email: mdennyucc@msn.com

- One sentence: Currently member of Commission for Congregational Life.

**Betty Gilman**,  277 Coolidge Drive, Portsmouth, NH 03801

- Church: North Church of Portsmouth UCC
  
  (603)431-1098, Betty277@comcast.net

- One sentence: Currently member of Witness and Action Commission, active with Zimbabwe Partnership.

**Sally Tinkham**,  21 Burr Lane, Gilford, NH 03249

- Church: Congregational Church, Laconia
  
  (603)524-2901, Email: satinkham@metrocast.net

- One sentence: Currently alternate Delegate to General Synod, member Commission for Witness and Action.
BOARD OF DIRECTORS
NEW HAMPSHIRE CONFERENCE UCC
MEETING MINUTES
April 5, 2014
Conference Center – Pembroke, NH

Members Present: Neal Cass, Dawn Garrett-Larsen, Michael Gfroerer, Kenneth Gould, Daniel Harkinson, John Herbert, Carolyn Keilig, Phil Kimball, Edward Koonz, Stacey Kullgren, Richard Leavitt, William McIntyre, Marcie Miller, Gary Schulte, Martell Spagnolo, Gayle Whittemore,

Members Absent: Martha Clement

Opening of Meeting
Gayle Whittemore called the meeting to order at 9:01 a.m.

Gary Schulte led the group in opening worship.

Approval of Minutes
The meeting minutes from the Board of Directors’ Meeting held on January 18, 2014 were approved by consensus.

Conference Minister’s Report
Gary Schulte’s written report was distributed to Board members prior to the meeting. Gary shared a presentation that will be used at Association meetings highlighting OCWM. He noted that there is collaboration among the New England Conferences on insurance and a new package is available that strives to meet the needs of smaller churches.

Responding to questions, Gary provided the following information:
- He will work to get information on the cuts at the National level. Conference Ministers are working to clarify priorities.
- Information will be shared with churches on the Program Mission Insight, a software program that provides demographic information to churches and is extremely helpful for Search & Call and new church starts.
- A MOU is being worked on with the Boy Scouts of America as they are transitioning toward inclusion. Many congregations sponsor scout troops.

Ministry Reports
The Ministry Reports were distributed prior to the meeting and are available on the Conference website. Gayle Whittemore reported that there is lots of energy and good work is going on in the Ministries. Directors by consensus said that the reports are sufficient to keep the Board informed of the work of the Ministries. It was requested that a process be put in place to assure that scheduling conflict between Ministry programs is avoided. Concerned was voiced that the Local Church Support Ministry is overburdened with a response that Mission Groups are being formed and the Ministry is responsible but doesn’t have to do the work themselves.
Financial Reports
John Herbert shared that we have received 12% of revenue and are 25% of the way through the year which is no unusual. Expenses are 20% expended at the same 25% point in the year. Cash flow is low at this point, but the quarter draw on investments is due in, Friends of the Conference letter is going out, and Fellowship Dues statements are going out so there should be no need to tap into the line of credit at this point.

Horton Center Report
Jonathan Gray part of the Outdoor Ministries Group (OMG) said that road shows are coming to churches and advertising is happening to recruit campers for the summer. There are still a couple of opening for Deans and counsellors, but filling these positions has been easier this year. Work weekend at Horton Center is scheduled for May 16-18. The theme for the summer is “Get Real” and there are 45 campers registered and paid and 8 other who have registered and given deposits. The goal for the year is 300 campers which is about 100 more than last year. Jonathan shared that they are looking for guidance as to whether to obtain American Camping Association (ACA) Accreditation at a cost of $1,400 or just do a “mock” process meeting the requirements but not receiving the actual accreditation. The Board discussed accreditation.

Motion: Michael Gfroerer moved and Carolyn Keilig seconded a motion to “move forward with accreditation this year and incur the additional cost required for the process.”
MOTION APPROVED.

Directors were reminded that there needs to be children and families at Horton Center and each member should work to support recruitment including telling the story of the importance of camp.

A Model of OCWM Leadership
Marcie Miller shared a PowerPoint presentation she created, and shared at her local church’s annual meeting informing members about what OCWM is and about the covenant that we all share. Her church doubled their OCWM support in the budget this year. The presentation is available by contacting Marcie.

Approval of Appointments
By consensus the Board approved the following appointments:
- Rev. Deborah Knowlton to the Nominating Committee
- Ms. Laura Sevigny to the Human Resources Committee
- Rev. Michael Lowry to the NH Council of Churches Board.

The Board appointed a Budget Committee to prepare the 2014 Mission Income and Spending Plan.

Motion: Dick Leavitt moved and Dawn Garrett-Larsen seconded a motion to “appoint a Budget Committee consisting of Marcie Miller-Chair, Bryan Edwards, Ed Koontz, Stacy Kullgren and John Herbert.” MOTION APPROVED.

The Board appointed members of the Havenwood-Heritage Heights Board of Directors.
Motion: John Herbert moved and Dawn Garrett-Larsen seconded a motion to “appoint the following people to the Havenwood-Heritage Heights Board of Directors: Valerie P. Blake, Peter G. Callaghan, and Gary L. Woods, M/D. MOTION APPROVED.

Charlie Heslam has resigned as the Conference representative to the Havenwood-Heritage Heights Board of Directors.

Motion: Carolyn Keilig moved and Ed Koonz seconded a motion to “appoint Douglas Hatfield as the Conference Representative to the Havenwood-Heritage Heights Board of Directors.” MOTION APPROVED.

Human Resources Consultant/Limit on Use of Budgeted Funds
Gayle Whittemore citing a potential conflict of interest stepped down from chairing the meeting and recused herself from discussion. Neal Cass chaired this portion of the meeting.

Gary Schulte shared that the Human Resources Committee has realized that the current Personnel Policy is inadequate. The Committee is recommending that Marie Davis be hired to redo the handbook. It was noted that Ms. Davis is Gayle’s daughter in-law and that this recommendation came from the Committee and Gayle has no influence on this recommendation. A draft would be prepared by January 1, 2014. The cost is $2,000 and the cost would come out of the Professional Fees/Outside Services line of the budget.

Motion: John Herbert moved and William McIntyre seconded a motion to “contract with Marie Davis to be a human resources consultant for the purpose of updating the Employee Handbook.” MOTION APPROVED

Gary asked for clarification on whether the Conference Minister has authority to expend funds out of the budget line in a case like this. It was questions whether there should be a Purchasing Policy in place. After a discussion the issue was referred back to the Executive Committee who will come back with a recommendation at the next meeting.

John Dorhauer Article on the Church
Directors spent time discussing the in both small groups and in a large group an article providing a futuristic respect on the church as a corporation, its polity, and resources for the whole. It serves as an opportunity for thought and theological reflection on change in the church.

The Board shared lunch together.

Northeast School of Ministry
Richard Slater and Rebecca Maccini shared information on the Northeast School of Ministry (NESOM) which began as a partnership of the NY, CT, ME, MA, VT, and NH Conferences gathered in 2013 with guidance from the New York School of Ministry, in response to the growing need for multiple paths to authorized ministry, especially licensure, as well as the identified need for affordable, vital, leadership training to all churches their members and clergy. The two requested three things from the Board of
Directors, support to proceed, start-up funding which is in the budget, and staff time to develop the NH School of Ministry (NHSOM). The near time goals are to develop a NHSOM steering committee and appoint a Dean, create a first year plan, and gain support from the Committees on Church and Ministry. Optimistically, something will be in place this fall.

**Motion:** John Herbert moved and Martell Spagnolo seconded a motion for “the Board of Directors to support the establishment of the New Hampshire School of Ministry as a part of the Northeast School of Ministry.”  **MOTION APPROVED**

### Adoption of Policies

**Facebook Policy:**

**Motion:** Ed Koontz moved and Ken Gould seconded a motion to “adopt the Facebook Policy (Attachment #1) as presented.”  **MOTION APPROVED**

**Maternal Leave Policy:**

**Motion:** John Herbert moved and Daniel Harkinsson seconded a motion to “adopt the Maternal Leave Policy (Attachment #2) as presented.”  **MOTION APPROVED**

**Parental Leave Policy:**

The Board reviewed the Parental Leave Policy. There were concerns about the language and the length of time.

**Motion:** Michael Gfroerer moved and Dawn Garrett-Larsen seconded a motion to “refer the Parental Leave Policy to our Human Resources Consultant for review and recommendation.”  **MOTION APPROVED**

### A Timely Mission Statement

Neal Cass reviewed the process to date to create a timely mission statement for the Board of Directors. The process has created the following statement:

“Called to be stewards of the New Hampshire Conference, United Church of Christ and its ministries, raising-up Horton Center, the new structure, and Our Church’s Wider Mission-Basic Support, while building commitment to the whole United Church of Christ”

**Motion:** John Herbert moved and Michael Gfroerer seconded a motion to “adopt the Timely Mission Statement as created.”  **MOTION APPROVED**

The Mission Statement will appear at the top of each meeting’s agenda.

### Other Business

**Board of Directors’ Website Page**

The consensus of the Board was to place documents for the next meeting on the page and well as current financial documents and previous year end financial documents.

After each meeting a summary of the meeting will be put in Weekly News and minutes will be posted on the website once they are approved. We will also be intentional about publicizing our meetings.
Directors reviewed the meeting that was completing as well as making a list of what should be included in the summary going into Weekly News.

**Time of Returning to the World**
Following closing worship led by Dawn Garrett-Larsen, the meeting adjourned at 2:41 p.m.

*Faithfully submitted,*
Neal Cass  
*Secretary Pro-temp*
Attachment #1

New Hampshire Conference of the United Church of Christ

FACEBOOK Policy

An open Facebook page has been established in the name of the New Hampshire Conference of the United Church of Christ. The purpose of the group is to provide a forum for posting announcements and comments that are relevant in the life of the New Hampshire Conference of the United Church of Christ.

The maintenance of this Facebook group requires:

(a) Group members to be admitted upon request by an administrator, and
(b) All posts to be reviewed for approval by an administrator.

Group Members

Group members will be admitted if it is clear that they have an interest in and connection to the New Hampshire Conference of the United Church of Christ. Those with a clear connection to a setting of the United Church of Christ (Local Church, Association, Conference, or National Setting) will be admitted and allowed to read others’ posts, comment, and “like” these posts. Members may offer posts for publication, subject to the review and approval of an administrator.

Group members, who have no obvious connection to a setting of the United Church of Christ, will not be admitted by an administrator if it is clear that they do not intend to honor the purpose of the group. If prospective members are engaged in activities that are counter to the mission and purpose of the New Hampshire Conference of the United Church of Christ, (e.g. spammers), these individuals will not be admitted; nor will they be provided an explanation as to why they have not been admitted.

Posts

All prospective posts will be reviewed by at least one of the administrators of the Group prior to posting. If the post is consistent with the values and mission of the New Hampshire Conference, United Church of Christ, it will be approved.

Should a post contain information that is counter to the mission or ministry of the Conference or information that reflects poorly on the Conference or its ministries, it will not be approved. The author of the post will not be provided with an explanation as to why the post has not been approved.

A minimum of two administrators will be so designated by the Conference Minister to perform these functions.
Maternity Leave Policy

Purpose

The Conference’s Maternity Leave policy is designed to provide eligible employees with a period of time to recover from childbirth and to bond with the new family member without loss of base pay or benefits.

Eligibility

Employees who satisfy the criteria are immediately eligible for benefits under this policy upon the employee’s start date. To be eligible for Maternity Leave employees must be regularly scheduled to work twenty (20) or more hours per week.

How Maternity Leave is Determined

Employees are eligible to receive eight (8) weeks paid Maternity Leave upon giving birth, either via cesarean section or vaginal delivery. As part of Maternity Leave, employees may choose to take up to two (2) weeks off prior to the delivery date, which will count against the eight (8) weeks of total paid Maternity Leave. Part-Time employees will be paid at their base rate of pay for the hours they regularly work each week.

Employee Responsibility

Since the circumstances surrounding Maternity Leave can generally be anticipated and pre-planned, employees are expected to provide their manager with a minimum of thirty (30) days advance notice, unless unforeseen circumstances exist. Where unforeseen circumstances arise, employees should provide notice as soon as practical. Additional documentation may be required to support the requested Maternity Leave.

Employees are expected to return to work on the day specified on the Application for Leave of Absence.
Conference Minister Responsibility

The Conference Minister should determine if temporary assistance is needed to cover the job responsibilities of the employee who is requesting the Leave.

Coordination with other Benefits

In the event of childbirth with no complications, Maternity Leave will run concurrent with Short Term Disability Leave. In the event of any complications of the pregnancy or childbirth, the employee should contact the Conference Minister.

If an employee qualifies for benefits both under this Policy and the Family Leave Policy, the leaves of absence will run concurrently. In addition, the documentation and notification requirements will not be duplicated.
New Hampshire Conference of the United Church of Christ
Board of Directors Minutes -- June 13 & 14, 2014
Horton Center


Missed: Rev. Richard Leavitt

Prior to the opening of the business meeting, Mollie and Merle took the group on a tour of the facilities, dinner was shared, then we gathered in front of the wood stove in Spirit Lodge.

Opening of Meeting
Gayle Whittemore called the meeting to order 7:00 p.m. and offered a prayer.

Approval of Minutes
The meeting minutes from the Board of Directors’ Meeting held on April 5, 2014 were approved by consensus.

Report from Finance Ministry
Rev. Art Urie explained the “fun” work of Finance Ministry.

A Gratitude Mission Group of 16 people have been making phone calls to local churches to give thanks for gifts received or pledges made to Our Church’s Wider Mission. Finance Ministry reviews activity each month and tells the Gratitude Group which churches should receive calls they also have certificates prepared for each church’s giving to Basic Support of Our Church’s Wider Mission during 2013 presented at Association Meetings.

“Ambassadors of Abundance” are working of the ideas borrowed from the Consecrating Stewards model and adapted for Conference level. There will be celebration dinner held on September 20 at Lake Opechee Inn and Conference Center in Laconia with J. Bennett Guess, Executive Minister for Local Church Ministries for the UCC, as speaker.

Congregations are being asked to complete a commitment form at opening worship at the Conference Annual Meeting on October 25. The Commitment can be a pledge or a promise to pledge and return before January 15. Of the 137 churches, 112 contributed in 2013, but only 61 had pledged. The Ministry team is looking for was to increase pledges.

Financial Reports
John Herbert shared that we have received 28% of revenue, have expended 37%, and are 41% of the way through the year and we’re “doing okay – on track nothing terribly unusual”.

Looking at the budget analysis for Outdoor Ministries, right now it is somewhat disappointing that there are only 157 registered, but it is always changing. Mollie will send accurate registration figures as they come in. There was slight discussion of the “what ifs” and implications of the land and budget with declining numbers. Stacey reminded us of the income from cell tower.

Conference Minister’s Report
Gary Schulte’s written report had been available on-line; he reiterated the following points:

The collaboration with the Maine Conference remains a model for co-operation between Conferences; the analogy of Horton Center to a ‘new church start’ is helpful.

The litigation in North Carolina challenging the constitutionality of marriage laws seems to be positive – other denominations and faiths have joined in, and it has given the national UCC greater visibility.

Consider attending the Open & Affirming Convocation on Saturday, November 8, South Church in Concord, to learn background information, see what’s happening, to start the process or discuss next steps. It’s been 25 years of ONA churches.

Jesse will be leaving for maternity leave shortly; Holly Tomilson (who is a member in discernment) will be filling in for her 10 hours a week. Holly is currently being trained. The funding for her temp work will come from the sabbatical coverage.

There is a week, July 29 – August 6, when both Conference Minister and Associate Conference Minist will be on vacation. It was questioned if there would be coverage and who’s in charge. Gary will find back-up coverage and have it straightened away.

Building needs have taken a higher (unanticipated) priority with the awareness for roof replacement. The property management company is securing bids for replacement but questions emerged: partial or full roof? Warranty when first built? Not immediate concern but something will need to happen soon.

The Friday evening business session ended at 8:00 p.m. The 6 staff members led us in song and dance and worship and s’mores till the Shalom Circle at 9:15
After a quiet early morning and breakfast in Spirit Lodge, the meeting moved to the staff room for an 8:30 start.

Opening of Meeting
Gayle Whittemore called the meeting to order. Bill McIntyre gave us the “Cliff Notes” version of the Sermon on the Mount then led us in prayer.

Budget Committee Report
Marcie Miller gave an update on the plans for the ‘Budget Summit’ to take place on June 30, 6:00-8:30 at the Conference Center with chairs of each Ministry Team and members of ad-hoc budget committee and Finance Ministry. There will be a presentation of each Ministry Chair to sense a common theme. It is a first pass to look at budgetary needs, evaluate the new structure as well as the next steps, then look forward.

Auditor’s Report
Did someone mention Cliff Notes? John condensed the 42 pages of the preliminary financial reports as prepared by the auditors into a short explanation covering the intent of the documents, the language, and the specifics of NHCUCC figures. Had there been questions or concerns, auditors would return to the BOD for additional clarification, but no one saw the need. It was moved and seconded to accept and approve the report as presented. The motion carried.

The firm of Nathan Weschsler has been used by NHCUCC for five years. It’s been a good relationship, but as common business practice it would be wise to change firms and get fresh eyes and perspective for the next audit. John made the motion to direct the conference minister to appoint a committee to look for a new auditing firm for the year 2014. Moved and seconded, the motion carried.

Review of Ministry Reports
The reports from the 6 Ministry Teams have been posted on the BOD page. The question was raised as to who gets newsletters or updates from each group. There has not been consistent method across each group. There will be a template and a time line for each group to post their report. There was discussion about offering a link via The Weekly News for any Ministry newsletter.

Annual Meeting Report
Gary shared the agenda as presented by the Annual Meeting Planning Committee as it currently stands for 7:00 – 4:30, October 25. It is jam-packed full, allowing good reason to change some details from the way it had ‘always’ been done. It was moved and seconded to bring the proposed Standing Rules to Annual Meeting to adopt for the day. Approved

New Policies
It was moved and seconded to adopt the Parental Leave Policy as presented. The motion carried. (Distinct from Maternal Leave Policy)
It was moved and seconded to adopt the Annual Meeting Exhibitor Policy as presented. The motion carried.
The Purchasing Policy was discussed. It is designed for authority and guidelines for the management of items within the approved budget. It was moved and seconded to accept, then Section II part A was amended to add “Ministry purchases above $1,000.00 shall follow B & C below”. The amendment was moved, seconded and approved; the amended policy was then voted and approved. (Neal will email the corrected version.)

Update on Campus Ministries
Gary met with Rod Bowles and Dale Hempen at Waysmeet Center in Durham. They had discussed ways to reaffirm the connection of the NHCUCC with Campus Ministries. Although there had been the invitation to approach local churches for 2 offerings per year, it had not been highly publicized or promoted. Rod & Dale submitted a proposal for “Authorization for two all church offerings for United Ministries in Higher Education” which would strengthen that appeal. The monies would come through the Conference office and go out to Campus Ministries, but it has yet to be determined how the total would be distributed among the schools. There will be a meeting with a rep from each campus to come up with a formula. It was moved and seconded to reaffirm that alliance and approve the proposal. Rather than “United Ministries” however, it will go with the title “Campus Ministries”. The motion carried. It was also suggested that the list of donor churches be shared so each rep could thank the respective congregations.
In addition to the offering, they will have a link from the Conference web page to their group.
And it was recommended they approach Christian Formation Ministry to be one of the mission groups.
UCC Mission Priorities
As requested by the National office of UCC, 3 questions were discussed:
1. Resources of UCC – What do you really use? “If they went away, this denomination would be diminished.”
2. What does UCC do now that is best? (the mission)
3. How do you see the national setting for the future?
After briefly discussing the UCC who it is, how it presents itself, the questions/answers were brainstormed. Obviously clergy uses the resources far more than laity. Gary took notes on newsprint, he will distill the answers, distribute them and report the results to Cleveland.

11:45 Break for lunch and a hike.

Board Responsibility
As an individual member of the Board of Directors, we are still individuals. We do not speak for the Conference or the Board, but can be supportive and open with the good things happening.

Clergy Standing
There was question about clergy who have lost standing - where and how does that information get shared? It is at the Association level, but there is no standard across the state. Carolyn will draft a letter to the chairs and ask for a format which could be used throughout the Conference.

Restricted Funds
There had been a question in a previous meeting of what happens to the unspent surplus in the restricted funds. Originally that answer was to be resolved by the Executive Committee and reported back, but the answer was not obvious. Back to the Exec. Comm. for further clarification.

Wrap up, feedback, reflection : all in all, positive, not many specifics.

Meeting closed with Gary leading worship and Holy Communion. The staff of Horton Center joined the Board.

On our way down the Mountain at 3:00 p.m.

Faithfully submitted,
Martha Clement
New Hampshire Conference of the United Church of Christ  
Board of Directors Minutes -- September 20, 2014

Missed: Daniel Harkinson

The meeting opened at 9:00 with a service of Holy Communion offered by Rev. Schulte.

Minutes from the June 13 & 14 were approved.

John Herbert gave an update on the Financial Reports through August. At 66% of the year, 56% of the revenue has been received, 60% of the expenses have been expended; “nothing out of the ordinary”. Several questions about monies that have NOT yet been spent were asked (yes, those funds will be used.) Michael asked if a balanced budget is expected (particularly Outdoor Ministry), and will that be addressed. Response was that change and growth takes time.

The Conference Minister’s report had been posted on-line; in addition to what was printed, Gary reported on the change in the Ukama Mission. Rev. Kim McKerley is stepping down and Michele Bagby Allan will serve as coordinator. It will now be a part-time, hourly position.

The listing agreement with Premier Properties will end 11/30/2014 and that offers an opportunity to re-imagine other possibilities for the space. A task force could look at ways to explore best uses for this resource. If interested in serving on this ad-hoc committee, please talk with Gayle.

There was a request from Greenland Church to have a line of credit available rather than take traditional loan from the Local Church Revolving Loan Fund. After discussion and considered options, it was suggested to refer to the Finance Committee for study and recommendation.

Nancy Talbott, as Chair of Nominating Committee joined the group to report on their work. With the exception of the pending Alternate Youth Delegate to General Synod, there is a full slate ready for presentation and vote at the Annual Meeting.

In addition to the elected positions, Nancy requested the appointment of Regina Kinney to Finance Ministry for vote. Motion moved and carried.

Gary reported on the planning of the Annual Meeting; Laura Sevigny is chair of that committee, it is going smoothly, per person registration price will be $75.00 (same as previous year,) hoping for 400 registrants, the theme is the “Proclaiming our Unity”, there will be a panel of 5 area Conference Ministers plus Geoffrey Black, General Minister and President of UCC, with Beth Nordbeck as Moderator to discuss the future and changing face of the UCC. It’ll be dynamic - encourage attendance.
Revs. John & Faye Buttrick came to present the Resolution on Israel and Palestine, asking that it go to Annual Meeting for discussion and consideration to then go to General Synod for adoption. They offered background and a brief summary of the 4 different actions on the calls, as well a printed summary which could be used as an insert for local churches. After discussion of the details of resolution as well as the process, the motion was made “to bring this Resolution on Israel and Palestine for consideration to Annual Meeting”. The motion carried with one dissenting vote.

-break-

The Human Resource Committee had received feedback in reviewing Gary’s performance by talking with appropriate reps, sending questionnaires to 15, and meeting with Gary and they offered a Recommendation for Compensation which Neal shared. The motion to “increase Gary Schulte’s compensation by 3% for 2015” was moved and seconded and unanimously approved.

A draft proposal for the Stewardship of the Environment Policy Statement had been received from the NH Council of churches for affirmation by NHCUCC. All affiliated parties must vote on any policies. The motion carried to “affirm the Stewardship of the Environment Policy Statement”.

A Proposal for the Continuation of the Outdoor Ministries Partnership between NH and Maine Conferences, UCC, had been drafted by Rev. Gary Schulte and Rev Rick Cowles. It has been approved by MEUCC; it highlights the mutuality of the two Conferences and details the sharing of the staff, campers and programs. In addition to the contract, an addendum described a continuation of the consulting relationship. Discussion and questions were answered in Executive Session. Out of Executive Session, the full Board voted Yes to the motion to “approve the Outdoor Ministry Contract with the addendum as presented”.

Gayle and Gary reported on the plans for the fall BOD retreat which will take place in Chesterfield at the new facility in Hallelujah Farm on 11/14 &15. Any input on that planning process, share your ideas with either Gary or Gayle.

The Resolution on the Minimum Wage was presented by Rev. John Gregory-Davis. He shared his testimony before the Senate Finance Committee in April, 2014, briefly summarizing that there is no minimum wage specific to New Hampshire; it is not about taxes, there is bi-partisan support; and studies have shown that the economy does better with a higher minimum wage. The motion was made, seconded, and carried to “adopt A Resolution of Christian Witness in Support of Increasing the Minimum Wage (at both the State and Federal level)”. There was a questions about the difference between the BOD adopting a resolution and the recommendation of sending it forward for approval to the gathered conference. Answer: timing is one consideration, complexity of the issue is another. A resolution with Board approval, will still be reported to the gathered conference and have availability for discussion.
The Clergy Support Ministry was working on revamping the Clergy Compensation Guidelines, but because it needs more work and structure, they will form a mission group to study and prepare a new guide for 2016. Neal made the motion that “the current 2014 clergy compensation be adjusted by a minimum of a 2% COLA for 2015”. The motion carried. It will be posted on the Weekly News.

The Insurance Board rep, Jeff McDonnell, gave a 30 minute “educational intensive” presentation on the non-profit denominational insurance program. Started in 1981, it covers over 3600 churches, 27% of NH churches, and now offers a new “flex” program for small churches. He mentioned the changes, the programs, and gave an overview of the coverage available.

- lunch –

Neal gave a quick update on the Shingles/Roofing Issue. Good news is the poor shingles are still under warranty and the company will give enough new ones to repair that section. Bad news is it will not be enough for the whole roof and it does not include labor. Neal is waiting to get prices on each aspect and if a decision is needed prior to the next BOD meeting, he will send an email for a vote.

From the United Church Funds of $39 million, $10 million is invested in domestic large cap. $3 million of that could be moved into a Fossil Free Fuel Fund which should have the same income, return and growth. The Investment Committee endorsed the recommendation and John made the motion “That the Board of Directors authorizes the allocation of $3 million of Consolidated Investment Fund assets to the new fossil fuel free fund offered by United Church Funds. Further Resolved: That the Investment Committee is authorized to revise the amount allocated to the new fossil fuel free fund based on the experience of the fund and to report any revisions to the Board of Directors.” The motion carried.

Marcie Miller annotated the budget narrative as posted, offered background how they came to this point and clarified questions on the Proposed Mission Income and Spending Plan for 2015 as it will be presented for action at the Annual Meeting in October. Chairs of each Ministry Team will be there to answer questions. A few line items have swapped lines, particularly staff salaries & benefits. But bottom line – looks like a deficit budget of $25,076.00. Motion made & carried to “send proposed 2015 Mission & Income Spending Plan to Annual Meeting as presented (one page plus annotation).”

A subcommittee looked into hiring a new firm to conduct the annual audit. John explained the process and details talked with 3 different firms, then made the motion “to contract with Howe, Riley and Howe as the audit firm.” The motion carried. The firm is from Manchester and will do the job for $12,500.

After much discussion concerning the Lane Estate, the motion that “The New Hampshire Conference proceed with the Lane Estate Trust toward a Nonjudicial Settlement Agreement”
carried. The question remains of who is authorized to execute the agreement, but Gary will find that answer.

In other business, Michael asked the question of what happens with income from Restricted Funds if it does not get expended. The policy is that 4.75% of each fund may be withdrawn. If it is not withdrawn, it stays in the principle; if it is withdrawn it remains ‘out there’ within that fund, is carried over and may be used in subsequent years. Bill keeps track (and John checks) on what is needed; it is withdrawn quarterly. It was suggested that those funds be reported within the Treasurer’s Report so everyone will know what is available.

The meeting adjourned at 2:40. Gayle sent us out with a prayer.

Faithfully submitted,

Martha Clement