Missed: Rev. Dr. Dawn Berry, Rev. Martell Spagnolo

Upon arrival and prior to dinner the group socialized in the Chapel.

Dinner began with a prayer by John Herbert and concluded with a brief presentation by our hosts, Revs. Roger and Sandy Daly. They relayed the history of the properties and focused on the building and refurbishment of the “Lower Farm” creating a retreat center with resources from Roger’s brother John and his late wife Helen.

Neal Cass called the Evening Work Session to order at 7:15.

We began with a round of formal introductions and welcome to our two newest board members, Brian Edwards and Mike Bennett.

Hopes for the Coming Year
First, we hope that the continuation of the work started by the capital campaign exploratory committee having been expanded and renamed to the Vision Resource and Assessment Team, will gain traction, add some additional members and prepare a vision statement that reflects broad vision for the conference in this moment and going forward. If appropriate the statement may support a potential for a capital campaign. A meeting is scheduled for December 1st from 5:30 to 7:00 to continue their work.

A second hope focused on our new President and General Minister Rev. Dr. John Dorhauer and his vision for the future of the United Church of Christ. Key components mentioned include his emphasis on not having a “top down” approach, maintaining transparency in all aspects of the national setting and reiterating the importance of the local church.

Thirdly, we noted the success and functioning of the conference’s new structure now in place for two years. It continues to provide appropriate focus on our mission and work and we continue to see efforts evolve with changing needs. As members of various ministries and mission groups change, they experience new energy and perspectives, which supports renewed focus and vitality.

Minutes of the BOD meeting of September 19, 2005 were approved as presented.

The Appointment of the Ministries and Ministry Chairs as prepared by the Nominating Committee and chaired by Nancy Talbott was moved and approved as presented. The Board would like to thank

Approved by the Board of Directors 10-30-2016
Nancy and the committee members for their attention to detail and thoroughness in preparing a complete slate.

Gary briefly reviewed the need for each Board member to review and sign the NHCUCC Conflict of Interest Policy each year. Forms were distributed and signed by all in attendance.

Together we reviewed Board of Director’s Schedule for 2016. Agreed upon dates include:
- Saturday, January 30th
- Saturday, April 30th,
- Friday and Saturday, June 10th and 11th (at Horton Center)
- Saturday, September 17th
- Saturday, November 12th.

All Saturday only meetings are held at the Conference Center in Pembroke. The Horton Center dates have been cleared with Mollie. It was also noted that Prepared to Serve is scheduled for February 20th.

Neal reviewed the previously approved Executive Committee Role, which includes:
- 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 will shape agendas and continue to deal with Pembroke Fund requests.

The Board endorsed this understanding and made no changes to the content. It was stated that the Board members appreciate the minutes of the Executive Committee being posted to the Board’s private page and would hope that will continue.

A question/suggestions was made about BOD members interacting and/or visiting with local churches to expand communication with local churches and to improve visibility of the board. It was decided that the Executive Committee would review the idea, determine possible next steps that would lead to a discussion at our January board meeting.

We reviewed the Signature Cards for NHCUCC Banking. The previously enacted motion was amended to read:

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 Neal Cass, President.

The motion was moved, seconded and approved.
Following that discussion, Gary thanked John Herbert for his “hands on” approach to the treasurer’s function, noting his appreciation for the detailed procedures he has implemented that strengthen the financial oversight for the Conference.

The work session ended at 8:45 with an evening prayer by Carolyn Keilig based on the scripture from Mark 13:1-8 reflecting on change and new life coming.

After a time of socializing we headed to bed.

In the morning we honored a quiet time for morning watch and enjoyed a wonderful breakfast before returning to the Chapel to begin our morning work session at 8:30.

Gary open the session with a Review of the Conference Structure which he represented as a tree. The tree trunk was the Board, the six big branches represent the Ministries and the leaves or fruit are the mission groups. As with any tree more leave and smaller branches grow and are pruned as needed, in an organic way. In addition Gary represented several ad hoc committees as attached to the trunk (BOD) including the budget committee and the Vision and Resource Assessment Team. Gary pointed out that the Board is responsible for the governance, while he and his staff provide the management activities which together help the conference to function. We discussed the Nominating Committee which includes three elected and two President appointed members. It is standing committee reporting to the Board. There is also a Human Resources committee that is appointed by the Board with specific duties including “The Employee Handbook.”

Neal reviewed the handout which described the Roles and Responsibilities of the BOD. Additional discussion resulted, and it was decided that the Executive Committee would work on a draft of the Board’s mission statement for 2016. We agreed that it is important to have a common understanding that will clearly articulate our purpose, mission and focus for the year.

This lead to a further discussion on the need to coordinate the conference master calendar to help avoid overscheduling concurrent events by various groups. A committee consisting of Carolyn Keilig, Dick Leavitt and Jesse Evans will meet to consider next steps, which may include looking at calendaring tools, and development of a written policy. They will provide a status at the January Board meeting.

John Herbert presented the Financial Reports and status as of the end of October. He noted that spending has been done responsibly and that no ministry has overspent. He is however concerned that we are currently nearly $100,000 “in the red” with only two months remaining. We briefly discussed how best to display and present this information, knowing that the last few months of each year show significantly increased revenue through OCWM and membership dues.

Gary reviewed highlights from his Conference Minister Report citing an overall feeling of hope. He noted that they received eight applications for the 32 hour per week Financial Officer position and are in the process of interviewing appropriate candidates. A decision is expected by December 1st with the candidate starting January 2nd. An open house is planned for Wednesday, December 9th from 2-4 to thank Bill Hoysradt for his eight years of service as the Conference financial officer.
Gary also reported that he expects that a three room suite in the building will be under lease with a five year term by the end of the year. The income is expected to be $1000 per month with a 3% increase each year.

Gary reported that there seems to be some confusion about mission group member terms. He hopes this along with a number of items will be addressed at the All-Ministries Meeting on Saturday, January 9th frim 9:30 to 2:30. All Ministries along with their mission groups are being invited to participate.

The United Church of Christ National Youth Event is scheduled for late July 2016 at Walt Disney World. Gary indicated that he plans to attend and that it is likely be the site of our newly elected General Minister and President, Rev. Dr. John Dorhauer’s installation. The Conference Christian Formation Ministry is planning to participate and would like to send two chaperones. They are looking at options for funding.

Gary also noted that the Conference received an invitation to participate in and/or attend the Good Life Expo and Conference on May 26, 2016. While the target audience ages 50 and over, they are looking for funding and sponsors. Questions were raised about how we might participate and whether the event is aligned with our mission.

Gary has initiated a monthly visit to Havenwood which he characterized as informal and fun.

On a hopeful note, Gary listed that since August there have been six new calls, four installations, one ordination and several significant ordination anniversaries.

Gary announced that Don Clark, General Counsel for the United Church of Christ, is planning to retire. Gary noted that Andover-Newton Theological School is for sale and that their focus will be changing and evolving in the next few years.

Lastly, he noted that the Finance Ministry is trying something new and will be collecting OCWM pledges from the local churches as part of the Prepared to Serve worship service. We hope this approach will encourage each church to make a pledge.

We moved on to a review of the 2015 Annual Meeting. It was moved, seconded and approved to accept the annual meeting minutes as presented.

We then moved on to an Evaluation and Discussion of the Annual Meeting. Key points included:

- There seemed to be too many leaders for the Table Talk activity.
- There seemed to be some confusion on timing, with some sessions running over.
- A question was raised about need to hold a budget review session during lunch to allow those folks who have detailed questions to ask them while not holding up the overall meeting. This had been done in the past but only a few people attended, and tying up a room that might be better used by a larger group.
- Concerns were raised about how best to provide additional financial information displaying current results and projections for year end. It was clear that many wanted to have printed
material available to review. We’ll need to consider how best to address this need/concern for the next annual meeting.

- Agreement that Rev. Dr. Dorhauer’s presentations were well received.
- Use of the four corner stations for the offering and communion worked well.
- May want to arrange for setup and takedown help in advance. Consider having table deacons participate.

A motion was made and seconded that “the 2016 meeting of the New Hampshire Conference, United Church of Christ be held on Saturday, October 22nd 2016 at the Grappone Center in Concord.” Motion was approved.

Charlie Kuchenbrod and Bill Hoysradt joined the meeting to present **a Report and Recommendation from the Investment Committee**. Charlie Kuchenbrod, Executive Associate Conference Minister, on staff at the Connecticut Conference currently provides consulting support to the NHCUC by working with our Finance Ministry and the Investment Committee. At the recommendation of our Investment Committee, he provided details about the Connecticut Consolidated Trust Fund (CTF) with 115 participants and assets over $80 million. We currently invest over $32 million in United Church Funds (UCF) which includes conference-owed funds along with funds invested on behalf of 84 NH churches. The UCF is the fund offered by the national setting of the UCC. The recommendation from our Investment Committee is to move all funds into the CT Conference CTF, thereby handing over management of those funds to the CT Conference Investment Committee. Charlie offered to have the NHCUC appoint a representative to their Investment Committee. Charlie reviewed their fund performance over the last 17 quarters noting that it out-performed United Church Funds (UCF) using a variety of measurements. The seven-member CT Conference Investment Committee maintains a partnership with US Trust which provides administration and support services for the CTF. Investment options include socially responsible invested funds and a carbon reserve free fund portfolio option. Charlie also indicated that the fees associated with the CTF would be lower than UCF. Charlie agreed to provide the PowerPoint presentation that he gave to our investment committee if that would be helpful. The Board thanked Charlie, Bill, John and the rest of the Investment Committee for their work.

Neal read a letter from Doug Hatfield that articulated his concerns about withdrawing our funds from United Church Funds. We agreed to invite Doug to the January Board meeting where the Board will discuss this information and recommendation further. The expectation is to make a decision and take a vote at that time.

Concerns were raised about lead time and communication with our churches currently invested through the conference. It will be important to provide them with all necessary information to allow them to make an informed decision about their invested funds and all possible options. A question was raised about the need or desire to explore a third alternative, but we agreed to stay with the recommendation from the Investment Committee.

We broke for lunch at noon and reconvened at 1:00.
Our first item to address was the need to replace the **Horton Center truck** based on information from Rev. Mollie Landers Hatt. After some discussion we agreed to place a request in the Weekly News asking for a donation of a truck. We will revisit the need at the January Board meeting.

Ed, Stacey and Phil provided an update on their work on the “**Capital Campaign Exploratory Committee**”, which was revamped, expanded and renamed to the “Vision Resource and Assessment Team” at our last Board meeting. They are holding a meeting at the Conference Center on December 1st from 5:30 to 7:00 to discuss the overall vision and resources needs in the conference as we move through the 21st century. They will continue to publicize the meeting and hope to get a good and representative group participating.

As we had discussed the **Board Mission Statement for 2016**, last evening, we summarized that outcome. We agreed that the Executive Committee would prepare a draft and the Board would review and finalize a statement at our January BOD meeting.

Next, we addressed the **Housing Allowance Requests for 2016** for the authorized ministers. In accordance with Section 107 of IRS code, the BOD acted on three requests to authorize a designated portion of their cash salary as a housing allowance. Each was moved and seconded. The three motions were approved:

1. To designate $44,000 (50%) of Gary Schulte’s cash salary as a housing allowance. [Gary abstained from the vote]
2. To designate $38,250 (50%) of Richard Slater’s cash salary as a housing allowance.
3. To designate $18,000 (38%) of Mollie Landers Hatt’s cash salary as a housing allowance.

Neal led a discussion to **Reflect on Our Work** at this meeting. Key responses included:

- Good agenda, well structured, but also flexible
- Liked having meeting time and fellowship time – good balance
- Suggestion for some small group work times as appropriate
- Could have used small group to work on mission statement, for example
- Suggest every other year for a two day retreat, perhaps alternating with Horton Center visits
- Consider additional ways to prepare and distribute information before a Board of Director meeting to keep as many items as possible from being referred to the Executive Committee

We finished up our working time by identifying some **topics to be reported out** via the Weekly News. Items identified include:

- Need for replacement truck – ask for one to be donated
- Appointment of ministries and their chairpersons
- Brief summary of financial position with estimated year end projection
- Currently there are outstanding OCWM pledges of $184,000
- Outstanding association dues
- December 1st meeting of the vision assessment and awareness team (VRAT) at 5:30
- Raise awareness of checking the conference calendar and scheduling of events
We ended the day with **Closing Worship and Communion** facilitated by Gary with participation by many of the board members.

The Board members headed out at 2:30.

Respectfully submitted,

*Marcie Miller,*  
Acting Secretary
New Hampshire Conference United Church of Christ
Board of Directors Meeting
January 30, 2016


The meeting opened at 9:00 am with Rev. Gary Schulte leading worship and celebrating the Sacrament of Holy Communion.

The Agenda was reviewed with no additions and the Minutes of the November BOD meeting were approved.

Mike Bennett presented a draft to start a discussion of our Timely Mission Statement. John Herbert moved and Dawn Garrett-Larsen seconded the acceptance of the following Timely Mission Statement: The Board of Directors is called to be stewards of the New Hampshire Conference, United Church of Christ and its ministries, while building the commitment of our churches to the whole United Church of Christ for the greater glory of God and God's creation. Our priorities this year are: continued strengthening of Horton Center, facing financial challenges in creative and faithful ways, communicating clearly, and remaining mindful of our covenant with our local churches. The motion passed.

The Nominating Committee Report was presented by Neal Cass. Ross Glover and Judie Bryant were appointed to the Christian Formation Ministry by the Executive Committee. Gordon Crouch and Debbie Gline Allen resigned as chairs of their ministries. Carolyn Keilig moved and Macie Miller seconded the motion for the following appointments: Rev. Gray Fitzgerald, chair, and Rev. Robert Marrone, member, Justice and Witness Ministry; and Robert Grabill, chair of Christian Formation Ministry. The motion passed.


Phil Kimball moved and Ken Gould seconded a motion authorizing Neal Cass to appoint a Budget Committee with Marcie Miller serving as chair. The motion passed.

Rev. Mollie Landers Hatt reported on the capital needs of Horton Center. She was pleased to announce that 4 campers have already registered; she is receiving applications for staff; and a cooperative camping experience with a specific week at Horton Center will be staffed by VT Conference leadership; then Covenant Hills Camp will be located in VT and staffed by Horton
Center. Horton Center is in need of nurses. Mollie distributed Top Priority Horton Center Projects 2016 (on BOD private page) and advocated for a Capital Campaign for Horton Center. Discussion followed clarifying the priorities and identifying the top five: Repairs to Old Lodge Structure, replace the floor and wood stove in the Old Lodge, repairs to the tractor and road repairs, and a new vehicle (truck or van). The top five priorities amount to approximately $50,000.

Ideas were also shared on how to increase usage of Horton Center. A smaller building with a little kitchen would increase flexibility of use and expanding the season would make Horton Center more viable. Following the June BOD meeting at Horton Center, there will be an open house June 12 to which the BOD is invited and if any can help with the open house contact Mollie.

Gary Schulte offered the Conference Minister’s Report which is on the BOD page. The BOD expressed concern for the increase of Gary’s time during Jesse’s maternity leave. Pastoral concerns for congregations and people were raised for prayer. Gary would like a review of the shape of Conference Ministry in NH at the April BOD meeting. Staff will have Monday, Feb. 22 off after Prepared to Serve since staff involvement for the event is intense.

Following a break, Doug Hatfield, who serves on the UCF Investment Committee, addressed his reasons for not moving investments from UCF to CT Consolidated Funds. The following are his reasons:

- More than simply an investment fund, it helps to carry out mission of the UCC
- UCF uses impact investing where funds are chosen to also have a social and economic impact in areas such as human rights; an example would be investing in Palestinian development
- Covenantal relationship to support the people who support us

Don Hill, chair of Investment Mission Group then recommended moving funds to CT Consolidated Funds for the following reasons:

- CT Funds have been out performing UCF consistently over 10 years
- CT is UCC and geographically close to NH thus enhancing communication which has been frustrating with the UCF
- Expense ratio for managing funds by CT will be lower
- Possibility of a delegate from NH would sit on CT board and participate in investment decisions
- Charlie Kuchenbrod, Conference Investment Consultant, would also become a resource to local churches should we move

**John Herbert moved to authorize the Investment Mission Group to proceed with the transfer of NH Consolidated investment Funds from UCF to Consolidated Trust Investment Fund. The motion was seconded by Martell Spagnolo. Motion passed 10 yes and 3 no.**
John Herbert explained the new Audit format. Accounting standards now allow a less detailed report of restricted funds. John Herbert moved and Mike Bennett seconded to early adopt the new Investment and Fair Value Measure Standard. Passed by unanimous vote.

Guidelines for several grants and scholarships were revised and presented by Neal to be voted upon by the BOD. The following guidelines include the names of the person who made and seconded the motion to approve the revisions:

- Authorized Ministers Continuing Education and Grant Guidelines – Carolyn Keilig moved and Marcie Miller seconded
- Lay Leadership Development Guidelines - Bill McIntyre made the motion and Dawn Garrett-Larsen seconded
- Seminarian Scholarship Fund Guidelines – Ken Gould made the motion and Bill McIntyre seconded
- Strengthen the Church Youth Ministry Grant Guidelines for 2016-17 - Carolyn Keilig made the motion and Martell Spagnolo seconded

Each of the motions passed unanimously.

John Herbert offered the Financial Report. At the end of the year the Conference had a $59,441 deficit. Spending was within or under budget, but revenue from OCWM was less than anticipated. To motivate churches to pledges to OCWM, pledges will be celebrated at Prepared to Serve. Revenue sources were discussed. Neal Cass asked Marcie Miller and will ask Brian Edwards to serve on a committee with Gary and him to develop a plan to cover the 2015 deficit. Looking at 2016, a deficit was budgeted. Discussion followed on how to handle the 2016 anticipated deficit from expanding revenue to reducing the expenses.

Strengthen the Church: In June, 2015 a letter was sent to Rev. Ben Guess regarding concern of NH Conference for the planned 100% retention of Strengthen the Church offering by national rather than allowing 50% to remain in Conferences. Discussion occurred regarding follow up to the letter. Another letter will be sent by Neal requesting the national board to address the change in Strengthen the Church with a response to NH Conference.

Capital Campaign: Neal outlined what has happened regarding Visioning and Resource Assessment Team (VRAT) the capital needs for Horton Center. Neal recommended having two committees: one charged with visioning (VRAT) and another focused on the capital needs of the Conference. John Herbert moved and Carolyn seconded the motion to form a Capital Campaign Committee to identify needs for and feasibility of a capital campaign. Motion carried.

John Herbert moved and Phil Kimball seconded the motion to authorize the Executive Committee to secure a loan up to $20,000 for the purchase of a camp vehicle. Motion carried.
Dick Leavitt and Carolyn Keilig presented the Calendar Group update to help coordinate major events in the Conference so they are not happening at the same time, and staff time can be allocated effectively to support the event. Carolyn moved and Dick seconded the motion to adopt a Conference Major Event Schedule on the BOD page. Motion passed.

Carolyn Keilig moved and Phil Kimball seconded the motion to adopt the Disaster Recovery Plan, on the BOD page. Passed

Consensus was to move the BOD engaging local churches item on the Agenda to the April meeting.

The Ukama Report was received with a request for fundraising, $8,000-$10,000, for the Shared Food/Water Security Project. Martel Spagnolo moved Dawn Garrett-Larsen seconded the motion to support and authorize the request of the UKAMA Group, 12 yes, 1 no.

Stacy Kullgren closed the meeting at 3:11 pm with prayer.

Respectfully submitted,

Dawn C. Berry

The Rev. Gary Schulte opened the meeting at 9:03 a.m. with worship and the celebration of Holy Communion. The agenda was approved and the minutes of the January 30, 2016 were reviewed and approved with the correction of adding the title Rev. to Richard Leavitt’s name.

**Appointment of HHH Board Members:** John Herbert moved and Dawn Garrett Larson seconded the motion to appoint the Rev. Cindy Bagley, Peter Leberman, Clayton Poole, and Mary Sullivan to the Havenwood/Heritage Heights Board of Directors. Motion carried. A motion was then made by John Herbert with Richard Leavitt seconding to appoint Doug Hatfield as representative of the NH Conference. Motion carried.

**Report of the Conference Minister:** The report is included in the BOD materials received prior to the meeting. Gary asked for questions concerning the report from the BOD. Phil Kimball asked about the vision for the denomination and plan for the future that Gary mentioned in his report. Gary will post two documents for us to read that will further describe the plan and vision for the denomination. Only two rooms are left to be rented. One is a very small room and the other is made up of two big open concept rooms. The present renters are all working well together in the use of the building and respecting each other’s presence. Martell Spagnolo raised the concern of Gary’s scheduling his vacation around business and others checked on whether he was taking Fridays off.

Maternity leave for Jesse will be 11 weeks instead of 8 since she is using her vacation time also. Her leave will be May 13-August 1. Helen will come in an extra day a week. Other staff are assuming some of Jesse’s responsibilities to maintain operation of the office.

Dawn Garrett Larson asked about the proposal of changes to the UCC Constitution and By Laws. It looks doubtful that there will be opportunity for feedback from those who objected to the changes presented at the last Synod. The NH Conference’s concerns about National’s intention of keeping all the offering received from Strengthen the Church have not been addressed. Having Synod meet in Cleveland was not as expensive as when national staff has to travel to other parts of the country. There continues to be discussion to reduce the number of times Synod meets because of the expense.
Gary attended one day of the Vermont Annual Conference Meeting. It was informal and spirited without a scripted structure. The VT Conference extends for two days and registration costs are more than NH. Gary reported on several aspects of the meeting: their operating budget is $668,000 and their ratio of OCWM is 70/30 to national. Per Capita dues will be $12.40 and is tied to the inflation index.

The NH Conference Website has been hacked. The Webmaster is now backing up daily since weekly was not enough because of the hackers. Gary encouraged our participation in the Giving Survey for national. It is on the Weekly News Page.

The sale of the Horton Center truck brought in $2000 and the question was what to do with it. Consensus of the Board was to use the money to offset the expense of the newer truck.

**Conference Finances:** John Herbert reported that the Conference is doing better than last year with a deficit of $77,000 compared to the 2015 deficit at the same time of year of $96,370. There has been excellent response from the appeal to the Friends of the Conference. Carolyn Keilig raised a question about a $331 deficit for Prepared to Serve when attendance was significantly higher than previous years. Gary will post the financials for the event. Gary reminded the BOD to review the restricted funds page to see how the Pembroke fund is being used.

The report from the Deficit Task Force was included in the pre-meeting materials. Task Force Members include: Neal Cass, Conference President; Brian Edwards, Board of Directors; Lydia Frasca, Conference Finance Officer; John Herbert, Conference Treasurer; Marcie Miller, Board of Directors and chair of Budget Committee; Gary Schulte, Conference Minister; and Matt Van Wagner, Finance Ministry Chair. Marcie Miller clarified the report using a power point presentation. A motion was made by Marcie Millie and seconded by John Herbert to adopt the revised NHCUCC Mission Income and Spending Plan recommended by the Deficit Task Force. The motion carried. The revised budget and the summary report of the Deficit Task Force will be included in Weekly News with a link to the complete Task Force report.

John Herbert moved and it was seconded by Marcie Miller to adopt the amendment to the Purchasing Policy requiring reimbursement requests to be submitted within 60 days of the purchase. Motion passed.

The BOD welcomed the HHH CEO Michael Palmieri, staff and Board of Directors representatives. The two Boards joined in the Affirmation of Covenant, signed by Neal Cass for the Conference and Gary Woods for HHH. The Rev. Dr. Beth Nordbeck presented a brief history of the NH Conference and we enjoyed lunch together. Following lunch, Martha Jordan shared her experiences as Dr. Barrow’s secretary and her 49 years volunteering at HHH.

**Follow-Up and Updates**
Following our time with HHH, discussion ensued on how to report receipts for OCWM to the Conference from churches, dues from Associations, and other financial information. The NH
Weekly News is a valuable resource for informing the Conference. Marcie Miller encouraged the BOD to participate in the Friends of the Conference giving, and the giving can be done in smaller increments over a period of time, as well as larger lump sums.

Martell Spagnolo reported on the Annual Meeting planning. The theme is “Music in the Air,” and all the planning is going smoothly. John Herbert moved to authorize the Annual Meeting Committee to set the registration fee. Carolyn Keilig seconded the motion and the motion passed.

Investment change from the United Church Funds to the Connecticut Conference Trust Fund will take place on July 1. All participants in the fund have received notification and contact information on how to receive additional information. The Investment Mission Group will be meeting on May 10 to review the progress on this change.

The Capital Campaign committee is formed and includes: Art Urie, Warren Bouton, Gayle Whittemore, Scott Harris, Laura Sevigny, Deborah Roof, and Rob Grabill. The BOD praised the strength of the committee.

2017 Mission Income & Spending Plan: Marcie Miller reported that ministries and Mollie Landers Hatt have been contacted with the timeline for submitting their spending plans.

The “Visioning Committee Seeking a New Name” includes Philip Kimball, Ed Koonz, and Stacey Kullgren. They reported on the TED talk of Simon Sinenk about the golden circle of “why, how, and what,” where the heart of any organization is the “why.” He states that successful organizations connect the driving belief with the “receiver’s” belief, and successful leaders connect their passion with the “why” and the people they are leading. Refer to information on the BOD page. We then offered some “Belief Statements.”

The BOD Engaging the Local Church: Certificates for OCWM and 5 for 5 Churches need to be delivered. BOD members took some to deliver.

Review of meeting: good mutuality with the engagement with HHH staff, could have provided the staff and CEO more time to respond.

Closing prayer was offered by the Rev. Richard Leavitt.

Respectfully submitted,
Dawn C. Berry
Secretary
NEW HAMPSHIRE CONFERENCE UNITED CHURCH OF CHRIST
BOARD OF DIRECTORS HORTON CENTER RETREAT
June 10, 2016

Missed: Rev. Michael Bennett, Brian Edwards, Rev. Richard Leavitt

The Agenda was reviewed. Carolyn Keilig moved and Martel Spagnolo seconded the motion to accept the minutes of the April 30, 2016 meeting with the correction of replacing Brian Edwards’ name with Philip Kimball in the listing of the members of the Visioning and Resource Committee seeking a new name.


- Campers’ Scholarship fund is depleted and Mollie encouraged local churches to consider donating to this fund; it was suggested that the need be raised in the Weekly News.
- Two Seminarians on staff are bringing even more theological depth to campers’ experience
- Goal of the dean and counselor model was to strengthen connection with local churches, but deans often need to look beyond local churches for counselors. The number of counselors not connected with churches is growing which corresponds to the growing number of campers not connected with churches. This has expanded the outreach of Horton Center and introduces the non-churched to the church.
- Staff communicated that Horton Center is “cool” and there is a need for cash money.
- Collaboration with the Vermont Conference continues to move forward. Mollie went to their Annual Meeting and realizes that it will take time to build the relationship that translates into more campers from VT.
- There will be a visioning process this summer for Horton Center. A committee has been formed.
- The number of weeks for the camp program for youth will be decreased to open up space for other use in August.
- The number of younger campers is increasing; Senior High Week is at 12 which is a less than other years.
- No camps will be cancelled this year.
- Mollie was commended for the staff hired and their level maturity. Mollie discovered that a bonus to Outdoor Ministry is the ministry to the staff and their formation.
- Mollie asked each of us to write a prayer for staff members and leave them with Dan.
- BOD noted that we will keep the staff in our prayers this summer and Mollie tomorrow as she officiates at a funeral.

**Report of the Conference Minister** – Rev. Gary Schulte - The full written report is included in BOD materials. The following topics are included:
Considering the Future of Conferences in the United Church of Christ

Planned Giving in the New Hampshire Conference

Annual Meeting

Churches in Transition

Conference Center Rental

NHCUCC Revenue Streams

Friends of the NHCUCC Annual Appeal

Committee on Church & Ministry Training

Gary’s Summer Vacation

Questions and discussion followed.

- Question was raised how other trainings in NH Conference become accredited through the Clergy Support Ministry. Is it through the Director of the NH School of Ministry or the whole Clergy Support Ministry? What are the criteria for accreditation? The Church and Ministry Chairs also have input. Response: Accreditation questions should be addressed to Richard Slater and Rebecca Maccini, Director of the NH School of Ministry.
- The Vision for the NH School of Ministry was raised and it was suggested that this would be a good discussion for the BOD visioning process.
- The Proposal for Planned Giving Consulting Services was distributed for the BOD to read tonight for discussion tomorrow.
- The Bank required Gary to personally sign for the new van, in addition to signing as the CEO, and the Bank did a credit report on Gary. Gary does not want to have this responsibility and inquiries into his personal credit again. Gary will check with our counsel to review what happened and see if there are ways to avoid this in the future should we need a loan.
- On Saturday, Gary reported that Finance Ministry Report is missing and they have not been functioning effectively; such as, not sending a thank you to OCWM givers. The Chairperson has been sick and Gary did have communication with him today which is a hopeful sign of turnaround.

BOD Meeting Resumed
June 11, 2016 at 9 AM

Wrap Up Discussion of Conferencing Visioning: We broke into small groups to discuss the BOD’s Imagining of what the Conference will look like in the future. We focused on three areas with the assumption there was no current staff, no Conference Center, and no financial constraints:

- What are the priorities
- What staffing is required to meet your priorities
- What facilities are required to meet priorities and staffing

The small groups reported and then we reconvened for a wrap up. Common themes:
• The importance of maintaining strong relationships and covenantal connections between Conference and local congregations/pastors.
• Building not a priority > Gary cautioned about accessibility of space is not always available in local churches, nor do most churches have enough space to designate for singular use; regional clergy days were not any more successful than when held at Conference office; the building symbolizes the centrality of the Conference; so think about giving up the building carefully
• No model presented by the small groups had a full time CM and ACM like our present model, but rather imagined specifically focused settings for ministers who report to CM; staffing patterns could involve collaboration with VT and ME

Visioning Group Discussion: Emilia Halstead joined the present committee of Phil, Ed, and Stacy; the committee understands itself as stewards of a visioning process connected with Conference; within our congregations there is “beautiful God movement” beyond the nitty gritty of finances; therefore, the committee could help churches engage in creative thinking and let go of anxiety; visioning would be an articulation of God’s call and what is happening in the society around us; this is more a process without a goal; it is about paying attention to discernment and where God is still speaking; emphasizing a connective point to listen where the needs of churches and associations are and what is faithfully successful in these settings; They also met with Gail Murphy of the New Thing Task Force. Members of the New Thing Task Force do not see themselves going to churches to listen, but bringing something new to churches, which is a difference from the Visioning Group.

The following maps out the charge and dilemma of the Visioning Group:
• Vision and Resource Committee charged to articulate a vision that would inform a Capital Campaign
• Discovered that they couldn’t do that without tapping into the thoughts of local churches
• The Capital Campaign was then separated from the Vision and Resource Group

For the next meeting, the BOD would like to receive a written report of goals and process for us to contemplate before the meeting to include: This is what we were charged, this is where we are, and this is where we want to go.

We reconvened at 1 PM following lunch. Bill McIntrye had to go home.

Decision was sought on how to proceed with BOD Conference Visioning. Gary offered a prayer. It was decided that Paula and Neal will work together on a process for proceeding with the information we collected on the newsprint from the three groups and as a whole group when Gary returned to the discussion.

Financial Reports – John Hebert
We are in a better place than last year; collected a third of the OCWM for the year; Association bills were just received, so that money should be coming in; response to the friend’s appeal is stronger than last year; spending is in line with the budget

Auditors’ Report was reviewed by John and there was nothing of significance found in the reports which are posted on the BOD page. Our financial books are good and check and balances sound. John noted for the minutes that Lydia Frasca did an outstanding job during the audit process.
2017 Budget Committee Update: Marcie Miller
The committee asked the ministries to send both budget requests and a narrative about their work and how it has effected change within the Conference and beyond. July 12 is the summit for the ministries, the Director of Horton Center, and the budget committee for development of the budget.

Clergy Compensation Guidelines for 2017: A 2% cost of living salary increase is recommended. John Herbert moved that we adopt the 2016 clergy compensation guidelines with a 2% salary increase for 2017. Ken Gould seconded. The motion carried. Ed Koonz and Marcie Miller will check that the compensation calculator and our clergy compensation document are in line with the Pension Boards calculations.

Dawn Garrett-Larsen moved and Marcie Miller seconded the motion to authorize John Herbert to sign the Participation Agreement for the Consolidated Trust of the Missionary Society of Connecticut. The motion carried.

Planned Giving Consultant: Discussion ensued about the value of a consultant contracted with the Conference. Concern was raised about the cost in an already deficit budget.

November Board Meeting: The BOD approved the concept of a one day meeting, rather than an overnight retreat. The one day would include the newly appointed members of ministries and BOD for an orientation. Then the BOD would continue their business.

Evaluation of the Meeting
- Small group discussions around vision for the future appreciated
- Appreciated hearing the staff stories and the importance of Horton Center in their lives and the lives of others
- Appreciated the worship
- Could we include checking in at our BOD meetings and hearing about people who are missing
- Needed a break at lunch time, not structured staff conversation
- Probably needed the hike to clear our heads, a lot of business and information to digest.

The meeting closed at 2:00 pm with Communion celebrated by the Rev. Gary Schulte.

Respectfully submitted,
Dawn Berry, Secretary

Addendum- We received the following written communication from Molly.
“Thank you for coming and for your continued support of this ministry. Three things I forgot to say:
1. Your presence is a visible sign of the increased connection of HC as a ministry of the Conference. Camp may not be for everyone, but the work of the Holy Spirit is palpable here. Camp changes lives.
2. The best way to support HC is to make sure your church is connected. Every BOD church should be sending someone to camp, to volunteer, etc.
3. What we tell campers every week is to take the love of God, the community built here, out off the mountain and be Christ to one another.”
NEW HAMPSHIRE CONFERENCE UNITED CHURCH OF CHRIST
BOARD OF DIRECTORS MEETING
September 17, 2016

Missed: Rev. Dawn Berry, Kenneth Gould and Scott Harris.

We started our meeting at 9:05AM as The Rev. Gary Schulte officiated the Opening Worship and Holy Communion and incorporated several musical pieces by Carrie Newcomer.

The Agenda was reviewed and approved, with one minor change to the reallocation of the 2016 MISP to the “Annual Meeting Budget” in place of “Discretionary Salary Pool.”

The June BOD Meeting Minutes were reviewed and approved as presented.

A motion was made and approved (no second needed) to accept the recommendations from the Nominating Committee to appoint Marcie Miller as the President-elect. Laura Sevigny was appointed to the Board until the October Annual Meeting where she will be nominated as part of the new class of Board members.

Gary Schulte reviewed the Conference Minister’s Report highlighting several key points:

- Three Staffing changes:
  - Rev. Mollie Landers Hatt will be resigning effective November 30th as she and her husband relocate to Denver Colorado.
  - Rev. Michele Bagby Allen will be leaving the staff and concluding her work as our Local Church - Global Ministries Partnership Coordinator on November 30th. Rev. Richard Slater will be taking on these responsibilities.
  - The Office manager position has been modified to be more of an office administrator position with less management responsibilities. There have been a few applicants and Gary will continue to pursue and interview any potential candidates.

- Charlie Kuchenbrod has identified issues with a number of funds that the NH Conference holds as trustee. This issue will require attention and needs to be worked through. Scott Harris, Esq. recommends that we work with New Hampshire Charitable Trusts.

- Gary asked for prayers for the Hampshire Conference and the numerous transitions we are facing.

Neal opened the topic of Director of Outdoor Ministries Transition with three key areas for review and discussion:

- Interim Director of Outdoor Ministry Search efforts will be led by the Executive Committee. This position will likely be for a one year term and needs to be hired as soon as possible as preparations for the upcoming camping season should begin shortly. A motion was made, seconded and approved to: authorize the Executive Committee to appoint an acting Director of Outdoor Ministries.

- Farewell Planning for Mollie Landers Hatt was discussed and has been confirmed for Sunday, November 13th at 3PM at South Congregational Church UCC in Concord and will include a liturgy...
of release. We discussed an appropriate gift and we agreed that money might be most appreciated. Neal Cass, and Paula Gile agreed to help plan the service, and will also ask Rob Grabill to assist. The Weekly New and the Horton Center Facebook page will announce the event and ask for donations of money and words of appreciation and thanks.

- **Appointment of Director of Outdoor Ministry Search Committee** – A search committee will need to be formed to lead the nation-wide search for a new Director of Outdoor Ministries. Neal asked that potential names for members for this committee be sent or email to him. The BOD will review them at the November meeting. It is noted that this committee will prepare a profile as part of the process.

**Conference Finances** was the next topic on the agenda.

- John Herbert reviewed the **YTD Numbers**. John highlighted four major points:
  - We are doing much better than at this time last year.
  - OCWM income is up $46,000 over last year and represents 53% of the budgeted total of $625,000.
  - The income from the Friends of the Conference shows a good response. Gary noted that over 800 letters were mailed out to anyone who has attended the Annual Meeting or Prepared to Serve and others who have donated in the past.
  - Horton Center results are tracking better than last year.

- **Acceptance of the 2015 Audit Report** – John briefly summarized the audit report which contained nothing of significance and the minor items noted have already been addressed. A motion was made, seconded and approved to accept the 2015 audit report as presented by our auditors.

- Marcie Miller provided a **Presentation of 2017 MISP**. She gave an overview of the process, and outlined the three key principles the committee used in preparing the 2017 MISP:
  - Recommending a balanced budget
  - Honoring the Ministry requests
  - If positive net revenue, share 50% with the national setting of the UCC.
  - The recommended MISP reduces the amount shared with the national setting from 45% to 40% of the OCWM income, as well as reducing or eliminating some of the other revenue previously shared.
  - The budget committee will be finalizing the narrative budget document which will be made available shortly.
  - A webinar to review the MISP with those interested is being planned for Wednesday, October 12th from 7 to 8:30 pm and will be recorded. Announcements will be made in the Weekly News and signup is required.
  - A motion was made and approved (no second required) to recommend the 2017 MISP as prepared by the Budget Committee for presentation and approval at the Annual Meeting.
  - The Board thanked the committee for their work.

Rob Grabill joined the meeting at 11:20 for a **Capital Campaign Exploratory Committee Presentation** to review their report which included the following key components:

- background
- a review of previous capital campaigns
• assessment of the current financial environment
• six clear conference-wide needs

After some brief discussion a motion was moved (no second required) and approved to present the information at the Annual Meeting in October for a vote to authorize the Directors to:
• Establish a Capital Campaign Committee
• Retain a capital campaign consultant
• Proceed with planning a campaign on behalf of the churches of the Conference

The Directors thanked Rob and the committee for their hard work throughout the summer and their informative, well-prepared and presented report.

Appointments to Office

• **Report of the Nominating Committee – Ministry Appointment** – A list of appointments was reviewed and several spelling changes were noted. A motion was made and approved (no second required) to appoint the ministry members and the chairs as presented.
• Further a motion was moved, seconded and approved for the **Appointment to CTUCCs Investment Committee** of Don Hill as the New Hampshire representative and Ken Gould as the alternate representative.

The board completed a **Review of Annual Meeting Schedule** and it was noted that we should publically thank Laura Sevigny for her outstanding leadership in organizing the annual meetings over the last three years.

• To support the Annual Meeting, Gary entered into an **Event Management Agreement** with Jesse Evans to provide event planning services up to a specified amount. Jesse is billing monthly and the agreement ends November 1st.
• Gary requested that $1,987.10 be transferred from the discretionary salary pool budget line item to Annual Meeting expense. A motion to that effect was made, seconded and approved. (**Reallocation of 2016 MISP – Discretionary Salary Pool to Annual Meeting Budget**).

The meeting broke for lunch at Noon.

After reconvening at 1:00PM we had **Follow-up and Updates** of the following items:

• **BOD of Director Visioning Update**: Neal reported that he and Paula Gile have not been able to meet. They plan to pull together a process for presentation at the November BOD meeting with follow-up at the January meeting.
• **Report and recommendation from former VRAT** – Ed Koonz, Stacey Kullgren and Phil Kimball handed out and discussed a report from their committee. It was noted that Gayle Murphy and Emilia Halstead have joined the committee, but were not present at this meeting. Their report provided some background visioning and adapting to change that our churches appear to be struggling with. After discussion and it was suggested that the team should coordinate and communicate rather than providing oversight. A proposal was moved, seconded and approved to create an ad-hoc visioning team consisting of at least three BOD members and three non-BOD members to carry on the work outlined in their proposal, and to be further articulated at our next BOD meeting. The committee will:
1. Consider what the Board needs to be faithful to its coordination and communication function in the visioning area.

2. Identify, create, suggest and advocate for opportunities for visioning to happen throughout our Conference structure and its processes.

3. Be on the agenda of every Board of Director meeting with a report and/or education moment related to visioning.

Our next item of discussion was the **Creation of Ad Hoc Committees**. Neal asked that we also suggest other names.

- **Website Development Committee**: There is a need to revamp and reorganize the conference website. Ed agreed to identify some good local church websites to perhaps find a website developer. It was recommended that we check with Dawn Berry on who to contact at the Brookside church.

- **Conference Data Base Committee**: The current access database appears to need updating. Paula agreed to identify some potential folks to work on this initiative. Marcie also offered to help.

- **BOD/Ministries November Meeting Planning**: A joint meeting with the BOD and all of the ministry members is planned for November 12th. The morning will be a joint meeting and in the afternoon we will meet separately. A committee is needed to work with Gary to plan that joint meeting. Martel agreed to assist.

- **Conference Center Solar Planning**: A committee is needed to assist Neal to investigate and evaluate placing solar panels on the roof of the conference center building. Richard has received several bids but need committee members who have some experience. It was suggested that the Marlborough church (Robert Vodra is interim) or the Durham church (Mary Westfall) may have some experience.

It was decided that a discussion of **Frank L. Irvine Restricted Fund – Foundational Documents** be moved to the November meeting agenda.

Together we held a **Discussion of Weekly News Update** and identified a number of items to include. Neal will document them and get to Gary for Monday’s Weekly News.

We also completed a **Review of the Meeting** and identified several noteworthy items. The agenda was well thought and, while very full, worked to keep us on track and cover the necessary items. We enjoyed the music from Carrie Newcomer and endorsed the idea of having the conference sponsor her in a concert. Finally it was noted that we all appreciate receiving frequent emails about the BOD private page updates. It was suggested that they always include the link.

We ended with a **Closing Prayer and Adjournment** at approximately 2:40.

Respectfully Submitted,

Marcie Miller, Acting Secretary
ADDENDUM: A poll of BOD members was taken October 7-12 to affirm the Rev. Gary Schulte signing the Freedom NH document in support of Transgender human rights. There is majority support for this action.