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**BOARD MEETING MINUTES 9/25/22 12:30 pm, Ely Room**

**Call to Order:** 12:30 PM

**Present:** Pastor David Wise, Kris Davis, Steve Hershner, Marcy Mattison, Sue Davis, Gary McGraw and Cate Sheller

1. **Lighting of the Chalice & Reading** – Pastor David (month’s theme: Belonging)
2. **Minutes from the August board meeting/retreat:** Sue moved, Kris seconded. Approved. Steve thanked Marcy for taking minutes in Erin’s place, and asked if she would continue. Marcy will take minutes, and Kris will record as a second when needed.
3. **Staff reports**
4. **Operations Coordinator**

* **New exterior lights** are operating until 10.pm.; no complaints from neighbors. Attended two-day AUUA conference and provided notes to the board
* Electric bill for the year is high as rates increase, but consumption is lower and we’re now off the grid.
* **Chili Cook-off** returns on October 30! The first organized re-gathering in two years. Fundraiser and fellowship.
* **Gently used furniture** was received from MedQuarter via the Wastas for conversation groupings. More items may be available.
  + Recommendation: before removing items in use, check with those using them, or use a work order through the office.
  + One voice needed in hearing, resolving questions.

1. **Minister**
   * **Job Fair on October 9**
     + Several committees need new people for essential work: Membership, Facilities, Greeters, Good Neighbors, Paraministers, Stewardship and Finance (combine where possible).
     + Various promotion ideas: “ads” in announcements, eWeekly and web;
     + Promote interest in tasks instead of committee membership
     + Provide description of tasks, and contact person per committee
     + Reduce number of committees and consolidate purposes

* Discussion of **staff salaries** underway.
* **Custodial and child care positions are filled**
* **Stewardship campaign wrapping up** – nearly 99%. What can we anticipate next year?

1. **Faith Formation:** Ryan will have a FF report next month
2. **Treasurer**
   * Work beginning on the **2023 budge**t, to be approved by the Board for a congregational vote at December’s annual meeting.
   * **Financials 101** material have been sent to Board members, as a useful refresher before the budget is submitted for our review in November
3. **Upcoming Meetings/Events/Scheduling**
   * **October 27** meeting may be shifted a day; preferably scheduled after the Finance Committee meets for best finance reporting.
   * **Build Board Handbook**
   * Develop Board handbook, hard copies preferred for easy reference
   * Gather contact info for Board members
4. **Regular Business**
   * **Policy governance and perpetual calendar**: asset utilization
   * **Next month:** Review/approve budget (to Office Tues before 3rd Friday)
5. **Other Business for the Good of the Church**
6. **Extinguish Chalice/Reading**
7. **Adjourned** 1:40 pm

**Next meeting: October 27, 7 pm at church unless otherwise noted. October theme: Courage**

Respectfully submitted by Marcy Mattison

Documents:

August ’23 draft minutes

Minister’s Report

Congregational Admin report

Treasurer’s reports

Congregational Admin report

Annual work plan/Calendar

Finance 101