



North Haven Congregational Church

# Board of Finance Minutes

Meeting of November 11, 2008

## ATTENDING

Philip DiPeri, Scott Morrow (Sr. Pastor), Betsey Reid (Chair), John Tibor (Treasurer).

## CALL TO ORDER

The meeting was called to order at 6:00pm.

Scott led us in a prayer for strength, wisdom and patience.

## APPROVAL OF MINUTES

Moved by Philip and seconded by Betsey to approve the minutes as written. The motion carried.

## REPORTS

### Minister's Report

Scott expressed concern about the delayed effort towards establishing a Capital Campaign not only to support the CT Conference Silver Lake Campaign but also to support anticipated capital expenditures for NHCC. Discussion resulted in a consensus to help kick start this effort by possibly establishing a three-member Steering Committee to generate a proposed Capital Campaign Plan and present the Plan to the new Church Council at its first meeting after the next Annual Meeting.

Scott also reviewed the potential of available dates for the upcoming Annual Meeting and suggested that the most likely date would be January 25<sup>th</sup>.

### Recording Secretary's Report

Current information was not available.

### Treasurer's Report

John presented current financial reports and highlighted the following areas:

- Based on historical data from previous years, he anticipated that there would be a possible shortfall in revenue of about \$16,000 by the end of the year.

- We have not received the monies owed by Kaplan. Scott will ask Nancie to send an invoice.
- Anticipated unexpended funds from the Salaries and Employment Taxes line items would probably be about \$14,000.

John expects that we will end the year within budget because of the under expenditure in Salaries due to the lack of an Associate Pastor. He believes next year's financial situation will be tested depending upon the start date for the AP position.

## OLD BUSINESS

### Antelope Project

Comparative analysis of electrical usage over the last four months appears to support the notion that our lighting conversion to CFL has resulted in a reduction in electrical energy consumption. Many factors--such as level of activity, equipment efficiencies, and equipment changes--also affect changes in consumption.

### Holiday Gift

Betsey suggested that we recognize the dedicated work of our hourly staff with a holiday gift. Discussion focused on both the affordability and the form of the proposed gift. With Betsey's suggestion Philip moved to disburse a cash gift for each hourly staff member in recognition of their service. Betsey seconded. The motion carried.

### Special Project Follow-Up

At the October meeting the Board of Finance decided to suspend support of the Special Project to help develop a Contemporary Music program which was sponsored by the Music Board. Detailed reasons for this decision are contained in the Minutes of the October meeting. This decision was discussed.

Background: The Special Project was originally designed to underwrite a pilot contemporary music program to be completed during 2008. Many factors,

some of which were outside the control of the Music Board, thwarted the original project from coming to fruition during 2008. When it became apparent to the Music Board sometime in late summer that the approved project could not be completed during 2008, the Music Board asked the Board of Finance to extend the Special Project into 2009. The Board of Finance suggested to the Music Board that they amend their original plan to justify the action sought and bring their proposal to the September meeting of the Board of Finance. The Music Board was invited to the October meeting when no proposal was provided during the September meeting. Laura Ouimette, representing the Music Board, attended the October meeting and verbally expressed her view of the plight of the Special Project. However, the Music Board had not provided a specific proposal to amend the original Special Project. As a result, the Board of Finance could not ascertain how the Music Board would have wanted to proceed with this Special Project. The fiduciary responsibilities of the Board of Finance with respect to Special Projects Fund required the decision made because no alternative was provided.

### **Capital Needs Plan**

Betsey expects that the Martin's report assessing the capital needs related to the building will be delivered during November.

### **Capital Campaign**

*See discussion above under Minister's Report.*

### **Stewardship Campaign 2009**

The schedule of activities and events related to the upcoming stewardship campaign has been set and is on target.

### **Budget Development**

A package of requested budgets from boards and committees has been distributed.

## **NEW BUSINESS**

### **Special Projects 2009**

A Special Project originated by Stephen Simonson and sponsored by the Board of Deacons seeking support of \$1,000 to fund the project was presented and discussed. The project is designed to help members connect and recognize each other. The approach is to store portraits and names of members in digital frame, install the frame in a prominent, well trafficked place in the church, and set the unit to run automatically as a slide program. Project Approved.

## **ADJOURNMENT**

The meeting was adjourned at 8:30pm.

Next meeting: December 9, 2008 at 6:30pm.

The January meeting is tentatively scheduled for after worship service on Sunday, January 11<sup>th</sup>. This is the last date available to ensure that an prudent budget is finalized before the January Council meeting. The budget must be approved by Council during the following week to allow materials to be assembled and distributed to the Membership as prescribed by NHCC By-Laws.

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Respectfully submitted,  
Philip T. DiPeri, Acting Secretary