

## BCC Cabinet Meeting Minutes

**Date:** 10/10/2021

**Submitted by:** Ann Desrochers

### **In Attendance:**

<b>Name</b>	<b>Role</b>	<b>Voting?</b>
Ann Desrochers	Moderator	Y
Peter Bretschneider	Assistant Moderator	Y
Donna Bretschneider	Outreach	Y
Bill Dunbar	Finance	Y
Rena Duncklee	Treasurer	Y
Susan Haight	Trustees	Y
John Panto	Deacons	Y
Candy Tiner	Secretary / Publicity	Y

The meeting started at 8:35 am with a devotional from Ann. We had a quorum.

### **Calendar Review:**

- October 15<sup>th</sup> – Spaghetti Supper Ghost Train Trail Race
- October 22<sup>nd</sup> – Take Home Meal / Take & Make Craft
- October 23<sup>rd</sup> – Barbara Thaxter Celebration of Life 10:00 am
- Fall Stewardship Campaign
- November 6<sup>th</sup> – Boy Scout Spaghetti Dinner
- November 14<sup>th</sup> – Rev. Cath back in the Pulpit
- November 20<sup>th</sup> – Boy Scout Clean-up Day
- December – Garden Club Wreath Making (or alternative activity), exact date TBD

### **Review of September 2021 Meeting Minutes**

Bill moved to accept the minutes as submitted/previously sent out. Donna seconded. The motion passed unanimously.

### **Plan for Rev. Cath's extended four weeks of medical leave**

Cath has requested four more weeks unpaid leave but wants to ensure her employment status remains active for purposes of continuing health benefits.

Ann presented two options:

- Unpaid “cash salary” leave, with continued payment to cover medical insurance costs, housing allowance, and pension.
- As a goodwill gesture, recognizing all the extra hours Cath has given the church, continue to provide her full pay and benefits while she is out.

Bill confirmed that we do have the financial means to cover full pay and benefits as well as pulpit supply during this period.

Peter moved that we provide full pay and benefits for Rev. Cath during her extended leave. Donna seconded. The motion passed unanimously.

For clarification purposes, Donna moved that we approve the funds to cover Supply Pastors (\$200, plus travel expenses per week), during the extended medical leave. Susan seconded. The motion passed unanimously.

### **Discussion on chartering the Cub Scouts, given BSA bankruptcy.**

Ann reported that the UMC is continuing to do research and provide guidance to churches on their potential liability should they elect to charter a Boy Scout entity. The UMC originally recommended not signing a re-charter agreement, instead allowing Scouts to use church buildings under a Facilities Rental agreement with a clause releasing the church from any liability.

The UMC recently provided an update stating they are dialogue with the Scouting organization and working to find a mutually acceptable way to sign recharter agreements and mitigate liability. They now recommend leaving current agreements in place, but not signing a new one until after December 31, 2021 – when they hope to have advice on the best language to include in the agreement.

The UCC has provided no guidance on this issue.

Susan recommended we reach out to the Daniel Webster Council to see what they are planning regarding re-chartering agreements. She also asked if we knew what the American Legion plans to do, as they charter the Boy Scouts.

Our agreement is generally updated in January. Until we have a definitive plan, we will not sign a new charter, but will keep an open dialogue with the Cub Scouts. Our intent is to maintain the relationship without putting the church at risk.

Bill suggested we review the clause in our Constitution and bring this to Annual Meeting, as we have done in the past when there were issues related to continued sponsorship of the BSA. Historically, we have supported the Scouts and reviewed the Constitutional clauses on a five-year basis.

## **Discussion on what God is calling our church to do and be**

Open action item: Sanjay to develop some framing slides for this discussion.

### **Faith Formation for children:**

- Susan is still providing “Take and Make” Crafts during Take Home Meal Pickup times
- We have not had any applications for the Children’s Ministry Coordinator position.
  - Candy will advertise on our sign and in the Bulletin.
  - Ann will put the ad in the October edition of her Conference wide CE Newsletter.
- Starting November 7<sup>th</sup> Susan volunteered to offer a story and craft for children during the worship service.
  - Covid Safety protocols will be consistent with what the schools are doing – masks required for both children and adults
  - Classes will originally be held in Fellowship Hall to allow for more social distancing and opening of windows for ventilation, as the weather permits.
  - Children will start in the sanctuary as part of the service and leave for one room Sunday School following the Children’s Message
  - Need two adults (with background checks on file) in the classroom. Peter, Ann, and John all have recent background checks they will provide to the church. Amy can run background checks on others as required. Volunteer background checks are \$9; employee background checks (more comprehensive) run about \$36.
  - Amy has some craft/story kits on top of the mailboxes, from previous years.
  - Ann can provide resources for the Sunday school from previous curriculum.

### **Fundraising**

Donna reported on the **Christmas Raffle**

- Hoping for 10-12 Baskets: Outreach sponsoring a Sports Basket (still need some Celtics and Bruins items) , Sheryl Corey providing a Breakfast Basket; Deacons contributing to a Spirits Basket; Erin is creating a Family Fun basket; Maureen working on the Made in NH basket; Trustees creating a Utility Basket; still working items for a Pampering Basket and Sweet Tooth/Chocolate Lovers Basket; Trish Thompson providing cards for a Stationary Basket
- Local business gift certificates: Sundae Drive, Cozy Tea Cart, Chrysanthi’s, Style Salon, Free year of Take Home Meals, Movies
- Bob Ashton provided a wooden stool
- Other local craft items may include painted signs and Christmas throw pillows
- Also considering a top cash prize of \$100
- Items due this week so they can start taking pictures and advertising.
- Tickets will be \$5/each or a book of 5 for \$20. Bill has created an account so we can take Venmo payments for these.

- Take home Soup and Chili will be offered the night of the Christmas Tree Lighting (Sunday, December 5<sup>th</sup> from 4:00 – 6:00 pm, Tree Lighting at 4:30 pm).
  - Do we want to offer take home dessert as well? Discussed asking for Christmas Cookie donations as we have done in the past for the Christmas Faire and providing these as the Take Home Dessert with the Soup and Chili. We do not want to compete with the Friends of the Library selling warm treats.
- Raffle Tickets will be sold through the evening to the Tree Lighting/Take Home Soup and Chili, winners drawn at end of that event.

Susan reported on **Ghost Train Rail Trail Spaghetti Supper**

- She is all set with sauces and desserts
- She has six people signed up to serve, cleanup
- Will be setting up tables Thursday evening at 6:00 pm: planning on seating for 40; has 50 biodegradable containers for take-out.
- Candy to advertise on our church website
- Susan to put sign at lake/Camp Tevya starting Friday morning.
- Will do a 50/50 raffle for that event

**Breakfast Fundraisers** will not happen this year. We are exceeding our budgeted amount for the Take Home Meals so will not spread our resources too thin by trying to take on a breakfast fundraiser as well.

**Deacon’s Report:**

- Primary focus has been on coordinating the pulpit supply for worship while Catherine is recovering.
- Jill has been proactively looking into professional pulpit supply ministers for three of the additional four weeks Catherine has requested. The pulpit supply fee is \$200, plus mileage; requesting Cabinet approval for these funds. Approved in priority decisions (see above under plans for Cath’s extended medical leave).
- The recommendation is to use the pre-recorded NHCUCC Conference Annual Meeting worship service for one of the four weeks

Not required, but Peter moved we accept the Deacon’s report. Donna seconded.

**Finance & Treasurer’s report:**

BCC YTD Financial Summary	Actual Income	Actual Expenses	Income vs Expenses + / -
September	\$76,184	\$63,563	\$12,620

Bill reported that our finances are currently in good shape.

- He noted that while we cannot plan or depend on it, we have been receiving money from an anonymous donor each year, sometime between August and October, in the amount of \$10K to \$20K. This has been tremendously helpful in keeping us with a positive cash flow.
- Reviewed numbers from report: Total of all Cash Assets: \$296,060.70; Dedicated Funds: \$210,677.54; Checking Account Balance: \$35,751.25; and Cash Reserves: 49,631.91)
- We will be pre-paying for 1,000 gallons of oil in October.
- Promoting Venmo and using Easy Tithe for pledged giving, provides from more consistent income throughout the year.

Not required, but we are on a roll, Donna moved we accept the Finance and Treasurer's report. Peter seconded.

**ONA Committee:** No update available.

**Outreach report:**

- Oct 2nd-We had 10 people in fellowship hall for dine in Senior luncheon. 27 additional meals between take out & delivery. Senior luncheon promoted by Facebook and word of mouth.
- For the remainder of the year our plans will be:
  - Participating in the Share Christmas
  - Buy & assemble items to donate Thanksgiving/Christmas baskets through the Brookline Food pantry if needed
  - Adopt a Brookline family for Christmas if needed
  - Help to support the Christmas Raffle and Soup & Chili event.

Once again: Donna moved we accept the Outreach report. Peter seconded. No vote required.

**Trustees Report:**

Susan reported that

- The back hallway had been smelling musty, worried about Christmas items getting ruined. She has been running a dehumidifier and emptying it every other day to mitigate the situation. Air freshener added, back hallway now has a pleasant smell of baked apples.
- The louvered doors in front of the furnace / hot water tank were removed, painted, and re-hung.
- Absolute Mechanical will be coming on November 1<sup>st</sup> to service the furnace.
- A rose bush has been donated to the church by Sandy Larkin, planted in the front corner. Susan Laub will add a bed of mulch. Church would also like to add a memorial plaque dedicating this area to David Larkin.
- Door to side lawn, the threshold is rotting. Peter will look into this and report on extent of work required. The Re-store was mentioned as an option if we need a new door/frame/threshold.
- The back building windows also need to be examined, sills might need repair/replacement.

Once again: Donna moved we accept the Trustee report. Peter seconded. No vote required.

**Publicity:** Routine Facebook and website postings.

**New Business:**

- Candy needs a new printer and maybe copier (double sided feature not working)
- Cannon Max 5 wireless printers might be a nice alternative. Printers inexpensive, ink is where the primary cost lies.
- Candy will get costs on these at Staples. Bill indicated with have sufficient funds in our Church Supplies and Administrative Budget to cover the cost.

Ann offered a closing prayer and the meeting adjourned at 9:52 am.