

Flagstaff Federated Community Church
Board of Trustees Minutes
May 27, 2008

Lowing Insurance Agency, Business Automobile Policy # 0800106-09-355814
Church Mutual Certificate of Insurance, Umbrella Liability, Lowing Insurance Agency Policy #800001
(Master Policy under, Desert Southwest Conference)
Communion is served on the first Sunday of the month.

CALL TO ORDER – by the President Elect, at 6:00 pm.

TRUSTEES PRESENT & OTHERS PRESENT – 16 were present.

TRUSTEES ABSENT – 2 were absent.

QUORUM PRESENT – A quorum was present.

OPENING PRAYER –The pastor opened the meeting with a prayer.

CONGREGATIONAL CONCERNS – Outreach & Social Action representatives present: 4 members were present to present a proposal for the Fall Outreach Brunch. It will involve a graphic, hands-on demonstration of world hunger by giving out random tickets that will include the percentage of food you will be given for the brunch. Volunteers from Heifer Project will be present at each table to facilitate a discussion. A free will offering will be taken. A member moved that the BOT accept the proposal. MSP This action will not be shared with the congregation so that they will have the full impact of this presentation.

APPROVAL OF THE AGENDA –A member moved that the agenda be approved as written. MSP

APPROVAL OF THE MINUTES

- Regular BOT Meeting –April 22, 2008 –A member moved that the minutes be approved as written. MSP
- Called BOT Meeting to Receive New Member Class – April 27, 2008 –A member moved that the minutes be approved as corrected. MSP

CLERKS REPORT

- The church insurance refunded \$357 of the premium for 2008 due to the installation of the smoke sensors and connection to the alarm company.
- A request has been received from the Unitarian Universalist Fellowship of Flagstaff for interim space in our church facilities. The request has been sent to Buildings & Grounds for their recommendation.

CORRESPONDENCE RECEIVED AND SENT

- The Desert Hills Presbyterian Church is currently seeking donations to help build a suitable home for their retired minister, and his wife. They are working in conjunction with Leupp Presbyterian Church. The cost of the project is between \$30,000 to \$35,000.
- Thank you note from Flagstaff Shelter Services – donation of clothing collected during the Lenten Soup Suppers
- Thank you letter from Habitat for Humanity – quarterly donation of \$250
- Thank you letter from The Salvation Army – quarterly donation of \$250
- Thank you note from Flagstaff Family Food Center – quarterly donation of \$250

PASTOR'S REPORT –The pastor – A written report is on file in the church office.

PROGRAM DIRECTOR'S REPORT – The Program Coordinator – A written report is on file in the church office.

MINISTRY TEAM PLANS, GOALS & ACTION REPORTS

Buildings & Grounds – A written report by a member is on file in the church office. A member reported that the carpeting in B1 (Geranium Room) will be reinstalled and that the repairs to the stain glass window in the sanctuary has been completed. Saturday, June 7th will be a Spring Spruce up Day. Everyone is encouraged to attend. A member will be doing reminder and recruitment calls.

Fellowship – No report.

Finance – A written report by a member is on file in the church office. The pastor reported that the loan extended to the family for the down payment on their home has been repaid in the amount of \$57,450.63. He cautioned that with the housing market the way it is in Flagstaff, that it will be needed

by clergy members in the future as they serve Federated Church.

Stewardship –The pastor reported on the Stewardship Workshop in Casa Grande in April and May. 4 attended. Points of information: Never repeat the same campaign more than 2 years in a row. The theme for this year's campaign will be "I Higher Power". Home meetings will be held and the stewardship information will be passed out at the meeting. A DVD is being created that will show the life of our church and will be used for the campaign. If anyone is unable to attend a meeting, a member of the stewardship team will deliver the information to their home. The kick-off date is Sunday, October 12th and will be a luncheon following second service. The BOT will be asked to have their pledge cards turned in before the campaign kick-off and to try to increase their pledges by 10% over last year. The committee met today, May 27th, and will meet again in two weeks.

Personnel –A member reported that a new evaluation process is being implemented for church employees. The Bookkeeper has resigned. A woman has been hired as the new bookkeeper and she will have regular office hours during a week day. The Chancel Choir director has resigned effective the end of June. Recommendations have been received for a possible replacement.

Care –A member reported that several people have signed up for different parts of the Care Team. She will be contacting each of them personally.

Worship & Music. – Written reports by A member and another member are on file in the church office. He reported that the Chancel Choir wants to be more involved in the worship service with choral responses. It is hoped that the new choir director will also direct Celebration Singers.

Church Promotion – A written report by a member is on file in the church office. She reported that cards are being sent to repeat visitors. She has had a positive response from recipients and has been able to answer some questions. The Pastor and Program Director have both shared with the team that one on one contact seems to work better than sending out fliers to perspective visitors. This has led to a Bring a Friend Sunday on September 21st. The team has suggested that Federated go to different churches in the community and deliver a minute for mission to invite other churches to next years National Day of Prayer Interfaith Breakfast. The church will have a float in the 4th of July parade again this year. Vacation Bible School will be the last week of July.

Outreach & Social Action – A written report by a member is on file in the church office. The Board President will be attending the General Conference of the Presbyterian Church in California this June. He should be able to deliver the banner that the Art Committee is creating.

Membership –A member requests the following motions be made:

1. By phone request – A member has asked to be dropped from the church rolls. She is Presbyterian Roll #701 – Since 05/12/1993. She will unite with another church, not named. Connie Jensen made the motion. MSP
2. An infant was baptized on Sunday, May 11, 2008. Her parents and Elder, her aunt, assisted in the baptism. She was born in Flagstaff on September 29, 2007. She is Presbyterian Baptism Roll #136.

Foundation Team – Past President reported that the Finance Ministry Team is discussing where to apply the re-payment money from the Schenk's loan and that the Foundation may be a possibility.

Discipleship –The Program Director reported that the Youth Group will be painting the fence, inside and out in the playground. The project will help to raise money for the summer mission trip to San Francisco. Planks are for sale for \$3.00 a piece. Sunday school is over put the youth will continue to have two gatherings per month. At the end of the summer, there will be a Ministry Fair and Ice Cream Social that will feature a report on the youth mission trip as well as the ministry fair. All ministry teams should plan to have a person representing their team to answer questions. The folding displays should be updated and used on that day.

Boy Scout Troop 31 - No report.

OLD BUSINESS

- A copy of the contract for repair of the organ from Pipe Organ Artisans' of Arizona is available in the church office. It has been approved by a member of finance and the church legal representative and

signed by Pipe Organ Artisans' of Arizona and the President of the Board.

- Organ Fund Update –The Past President reported that the next fund raising event will be held Sunday, June 8th and will be a Bell Concert and talent show. There will be a free will offering followed by dessert in Rees Hall.
- Task Force Report – The formal report was handed out at the April BOT meeting. Following discussion in which it was suggested that a strategic plan for the church should be undertaken, The Pastor indicated that he will facilitate a group in this process beginning in the fall. In his reading he has determined that strategic planning is a process of discernment related to questions such as: Who are we? What has God called us to be? Who is our neighbor?
- As a result of discussion, a member moved that as soon as possible, the people involved in the meetings with the task force be contacted regarding the meeting results and the intent of the BOT. The task force will speak to the positive points in articles that will appear in the Bell Tower and bulletin. MSP Following further discussion it was determined that the Program Director had developed a list of the points and that if each member of the BOT will add their suggestions to each point and have it in the President Elects mail box by June 10th she will compile the findings and return the results.

NEW BUSINESS

- A summer graduate student at NAU – needs accommodations so that she can attend NAU this summer to work toward completion of her Masters Degree. The Past President moved that she be allowed to stay in the old Sexton's apartment from the 2nd week in July to the end of August, at no charge. She will be the only one in residence. MSP

PRESIDENT'S REMARKS - None

ADJOURNMENT

CLOSING PRAYER – was led by the Pastor .

Respectfully submitted,

Clerk