

MINUTES OF THE PARISH COMMITTEE MEETING (virtual)

May 15, 2024

Present: Rev. Peter, Jim Bonnar, Jeff Giddings, Marc MacQueen, Viola Fairweather, Stephen Larrett

Absent: Lois Aldrich

Guest: Bill Howe, representing the Finance Team

Opening Words (Mission Statement) read by Rev. Peter.

Roundtable of things we are grateful for today.

- Consent Agenda
 - Minutes from April 17, 2024, PC meeting were accepted.
 - Reports: the following reports were received and accepted:
 - Music Committee
 - Finance Committee
- Discussion Agenda
 - Jeff Giddings presented figures and expected shortfall on next year's budget
 - Building and Grounds has not yet presented a budget for next year.
 - Bill Howe presented the Finance Committee's suggestions for addressing the budget shortfall in fiscal year 24/25.
 - We discussed sending the Warrant and other documents relevant to the Annual Meeting with "delivery and read" receipts via email allowing an opportunity to reach out to those not showing delivery or reads.
 - Per the insurance inspection, Alan Melchior secured an estimate to repair the roof and siding for the amount of \$45,750. The items listed by the insurance company fall into at least 2 categories - imminent or pressing. The roof and siding are perhaps more of an imminent need as opposed to the gutter guards.
 - Organizational Chart
 - The final chart has been fleshed out and will be presented to the respective committees and teams explaining the intent and structure and seeking feedback from them.
 - Jeff will reach out to the Finance Team and its subsidiaries
 - Viola will reach out to Membership Development
 - Stephen will speak with Information Technology
 - Marc will speak to the Building and Grounds Committee
 - Haitian Community
 - A list of concerns has been compiled based on communication with the Parish Committee and congregation. Rev. Peter has reached out to the pastors representing the Haitian community and has yet to receive a substantive response.
 - Newsletter
 - It has been proposed to end the dissemination of a Newsletter recognizing that all of the information presented in the Newsletter is duplicated online via the website. This would lessen the current workload for the Office Administrator.
 - Recognition of contributors leaving their positions.
 - Susie Sherman
 - Jim Bonnar
 - Marc McQueen
- Rev. Peter provided a closing reading.

Meeting adjourned at 8:00 p.m.