

**Meeting Attendance**

Phil Whitney, Gaile Colby, Ruth Westphal, Malcolm Donald, Chris Johnston, Beverly Sanborn, Judy Whitney, Mary Wallace, Ingrid Gaither, Joy Sprague, Amy Palmer, Anna Fernald, Skip Stevens, Sally Rowan, Scott Planting, Rob Benson.

**Proceedings**

President Phil Whitney called the meeting to order at 12:20 p.m.

The meeting takes place after a morning service led by Pastor Benson and a coffee hour to honor him and his years of service to the Cranberry Isles.

Rob Benson opened the meeting with prayer.

The minutes from the previous meeting were read then motioned for approval with no correction, and accepted.

**Treasurer's Report**

Chris Johnston prepared a report ending August 31. The report was motioned for approval and accepted. See his report for more details. Of note:

-- Chris reports that there is no unusual income or expenses in this report. Parsonage renovations are mostly being paid from the investment income. Chris explains the he was earlier concerned about how much was being spent from the investment income account and he asked BHBT trust officer Sara Robinson should the church take out a loan to decrease spending from the investment income. She suggested not doing so since repayment would come from the investment account anyway.

--It is asked how much more will renovations cost? Chris answers that most of the payments have already been paid. There is maybe one more payment of approx. \$20,000. It is then discussed about possibly doing future fundraisers to restore the investment account. Maybe members could be asked to pledge.

--It is asked does the church pay taxes on the parsonage to the town? Chris and Phil answer yes, but the property value is decreased by \$20,000 before being taxed at the normal rate. The church building is tax exempt. The Ladies Aid paid the taxes when they had ownership of the parsonage.

**Other Business**

A. Parrish Committee Bank Account

Because the Islesford visitors will leave early to make a boat, Phil asks to skip to other business to discuss this item. The Parrish committee consists of four members, two from each island. The committee has decided to have two check signers per check, one from each island. Karin Whitney was chosen to be the signer from Great Cranberry. She went to the bank recently to add her name as a signer and a bank representative suggested the committee and/or the churches review this decision due to the paperwork and mailing burden created by having two signers from two different islands. It needs to be decided today to keep the process – which was discussed and voted upon at a previous meeting – of having 2 signers per check, one from each island. Chris suggests changing to require only one signature but put a rule in place that a second signature is required for large amounts. Malcolm suggests a check order, similar to a purchase order. Ruth asks what checks will the Parrish committee be responsible for? It is discussed that the committee is responsible for minister salary and expense reimbursement. Scott Planting and Rob Benson explain how the SeaCoast Mission acts as a payroll service for paying the ministers. The committee will make payment(s) to the Mission who then creates checks for minister salary and expenses. It is agreed today that there should still be two signers on the

account, one from each island, but that only one signature be required per check. Chris motions that the Parrish committee elect a Parrish committee treasure from its four members who can sign checks and that only one signature per check be required. Seconded by Beverly, all in favor except Malcolm abstained, no opposed. More discussion follows. Who orders the committee to write checks in the first place? How much and when does each church contribute money to the shared account? Is the amount even between the churches? Who approves expense reimbursement? Phil answers that the committee is responsible for all these areas but will report to each church on a regular basis. Rob Benson offers use of a Mission template form for expense reimbursement. He also explains that other churches that use the Mission as a payroll service usually make quarterly payments and the Mission pays the minister a bi-weekly salary. He also suggests starting the salary as of Oct. 1 and reminds the group that the paperwork process needs to start about 7 to 10 days before the Mission is expected to issue checks. If Tom Powell incurs any work related expenses before Oct. 1 he should record them for later reimbursement. He says all the Mission needs to get started is a request to add Tom Powell to the payroll service and a sum of money to get started with. This then leads to discussion of how much money is needed to get started? It is agreed that each church contribute the same amount and to start with approx. \$5,000 each. Phil moves to pay seed money, amount to be determined later but to match the Islesford church contribution, to the Parrish committee bank account. Chris seconds. All in favor, no opposition. Discussion follows on how important it will be that the committee report to each church and how important and precise their book keeping and treasurer records be.

### **Old Business**

#### **B. Parsonage Renovations Update**

According to Phil, nothing new to report. It is suggested to host an open house once the renovations are complete, in November. To give the community a chance to see the parsonage and before the Powell's move in. It is discussed whether the house will be blessed and who will bless it. Rob Benson suggests allowing Tom to make that decision.

#### **C. Stanley Cemetery Restoration**

Lou Millar and Chris will meet next week on this and Charlotte Harlan may attend via phone. Malcolm is asked to also attend via phone. Patty Pinkton from SWH and has ties to the Stanley's has expressed displeasure on the state of the cemetery.

#### **D. Alternate Parsonage Status**

Beverly is taking care of the Weinrich House cleaning. Ruth asks will the heat be sufficient? Phil answers that the wood stove works and Rona used it recently. Phil has asked Charlie Wheeler from Northeast Plumbing & Heating about insulating an exposed pipe. The group agrees today this repair is probably necessary but should be at the home owner's expense.

#### **E. Cemetery Mowing**

Beverly had asked Keven Wedge earlier in the year to mow the Stanley and Bulger (near Harding Point). It was later reported that mowing was not done and she has not seen him to discuss it. Blair did the Bunker cemetery at least once this season. After much discussion about the need of upkeep, urgent in some areas, it is decided today to offer paid mowing to Tony Frazzitta who has previously expressed a willingness to mow. Phil motions to hire Tony Frazzitta to mow all 5 cemeteries (Bunker, Bulger, Spurling, Stanley and Preble) at a rate of \$25 per hour, 3 times per summer. Seconded and all in favor. Beverly will coordinate and offer this to Tony and ask him to do all one time before this season ends (except Bunker which is in good shape right now).

### **New Business**

#### **A. Proposed New Associate Members**

Five people have expressed interest in becoming associate members. It is agreed today to address this in the spring.

B. Tom Powell Arrival

The Powell's arrive Tuesday on the 4:40 Cranberry Cove. Beverly will coordinate food items for their first night dinner.

C. Tom Powell Ordination

This is set for Saturday, Oct. 12, time TBD, Tom will have visitors from New Hampshire. Scott Planting will invite the 10 Islands of Grace and although open to all Cranberry Islands, it will take place on Great Cranberry.

D. Task Assignments

After years of service, Ruth has asked to resign some of the many duties she performed as a member and as church secretary. As time is short at the end of this meeting, this will be discussed more later to see which members can take on some of her duties. Malcolm suggests also creating a deacon's list of duties. Annie Alley has decided to no longer do the cleaning. Coffee hours have become a real burden. There is hope that allowing associate members next year will help in covering these duties.

Meeting adjourned at 1:45 p.m.

Respectfully submitted,  
Ingrid Gaither