

Laconia Congregational Church
Trustees Minutes – September 11, 2007

Present: Dave Coddington, Pat Normandin, Ray Vercoe, Mendon MacDonald,
Paul Rich, Don Clarke, Jan Forsberg, Warren Bouton

Absent: Teresa Forbes, Clara Turner, Craig Shippee, Bob Hunt

Minutes: August 14, 2007 were approved as presented.

Treasurer's Report: Review and discussion of the report by Don Clarke (operating budget, fund accounting, and how checks are written and money is transferred).

Smoking on grounds: Some groups are smoking outside on church property. According to the "Use of Church" form, there is no smoking allowed on the property. Should we amend the building policy or should we enforce the policy? Pat Normandin has offered to talk with the groups regarding smoking outside the building.

Video Equipment: The Mission Committee has requested to purchase equipment for the purpose of recording church services. The funds would come from the Grothey Fund, and a special church meeting will have to be scheduled for approval of the purchase. The cost for the equipment is \$19,374.05.

Paving Church/Parsonage Driveways: Teresa has contacted pavers, and they will get in touch with her by September/ October, at which time she will meet with them.

Fans in the Sanctuary: Ray will check with electricians to see what scaffolding is needed and what service should be done with the fans.

Granite State Glass: Regarding the driveway side door, the estimate is \$2,355.00.

Regarding the parsonage window replacement project/porch windows – a motion was made to replace the windows in the parsonage and accept the proposal dated 9/11/07 from Granite State Glass to include cladding to sills. There was a second and approved.

A special meeting of the church will take place to approve the expenditure.

Roof: Craig is in touch with Therrien. Slate and membrane need to be inspected.

Belknap Landscaping: Regarding the parsonage, they will develop a plan and will present a quote.

Pastor's Report: Warren reported the staff is back from vacation. The locksmith is going to replace all the locks and the church will be re-keyed – there are concerns of break-ins.

Audit Report: Clara asked that everyone read the audit report and discuss at a later meeting. There should be two people counting cash – should Trustees be responsible for the process in which money is handled. Don Clarke has agreed to observe how money is counted and report back to the members.

We will go through recommendations next meeting.

Next meeting October 9, 2007 Opening – Ray Vercoe Closing – Teresa Forbes
Coffee Hour: September 16th

Jan Forsberg, Secretary