National Association of Congregational Christian Churches

Actions of the Board of Directors


Requiring Ratification

2014/15 C 076 Motion by Jeff Dillon for the Finance Committee, that the Board of Directors approve the audit report. Motion adopted. 6/19/15

2014/15 C 077 Motion by Julie that the board appoint a task team, comprised of a members from the Board of Directors, Congregationalist Editors Advisory team, Leadership Council and Foundation Board of Governors, to address a number of issues regarding Editorial purpose and philosophy, and bring recommendations back to the Board of Directors by July 31, 2015. Motion seconded and adopted. 6/19/15

2014/15 C 078 Motion by Julie Johnson Staples to appoint the following initial members to the Editorial Policy task team: Don Olsen (convener); Edith Bartley; Randy Asendorf; Dawn Carlson; Julie Johnson Staples; and Varn Phillbrook. Motion seconded and adopted. 6/19/15

2015/16 C 002 Motion by Jeff Dillon that the Board of Directors approve the Housing Allowance of $12,000 for Rev. Michael Chittum. Motion seconded and adopted. 6/15

2015/16 C 004 Motion by Doug Loux that the Bd of Directors appoint Richard Bauzenberger as Assistant Treasurer effective July 1, 2015, through June 2016. Motion seconded, discussed and adopted. 8/15

2015/16 C 005 Motion by Doug Loux that, effective July 1, 2015, the Board of Directors authorize the creation of new bank accounts under the Corporation E.I.N number and the closure of Association accounts after funds have been transferred to the Corporation. Signers on the accounts are Jeff Dillon, Treasurer and Richard Bauzenberger, Assistant Treasurer. Motion seconded, discussed and adopted. 8/15

2015/16 C 006 Motion by Don Olsen on behalf of the Editorial Philosophy Task team, that the Board of Directors clearly reaffirm to all the world the traditional editorial independence of The Congregationalist, as defined by Executive Committee action 68E1 (subsequently reaffirmed by 73E58), to wit, that “no articles shall appear in The Congregationalist of which [the editor] disapproves and none shall be omitted which [the editor] directs shall be published;” and especially that this affirmation be transmitted before August 1, 2015, to the Editorial Search Committee, with the Board’s expectation that the ability and willingness to function in the condition of editorial independence shall be an indispensable criterion for the selection of editor. And, to remove any doubt as to the full applicability of this policy, that the Board of Directors remove the words “guidelines of the Editorial Advisory Team and the” from page 1 of the editor’s position description. Motion discussed and adopted. 8/15

2015/16 C 007 Motion by Don Olsen that the tasks of the Editorial Philosophy Task Team be limited to areas 1. Editorial Independence and 2. New Media Opportunities and that 3. Branding, be taken up
separately by the Board for discussion sometime before the next Annual Meeting and Conference. Motion seconded, discussed and adopted. 8/15

2015/16 C 011 Motion from the Editor’s Search Committee that the Board of Directors accept the Committees recommendation and hire Marianne King to serve as the editor of The Congregationalist Magazine and approve their recommendations 1-4:

1) That she be hired at an annual compensation of $18,000
2) That she start on October 1
3) That Larry (Sommers) be kept on salary until the completion of the December issue
4) This arrangement will allow Marianne to be part of the process of "putting the magazine together"

Motion adopted. 9/15

2015/16 C 012 Motion by Don Olsen that the Board of Directors appoint a Personnel &Administration committee of 5, consisting of 1 Board of Directors member, 1 Board of Governors Foundation member and 3 members from member Congregational Churches who have expertise in employment law or personnel administration. Motion seconded, discussed and adopted; 4 yes, 1 no. 9/15

2015/16 C 014 Motion by Judy Campbell that the Board of Directors establish an Articles and Bylaws Consolidation Team: An ad hoc team of five (5) members to review and further develop the Articles of Incorporation and Corporate Bylaws to move to a single entity and to propose amendments to those Articles and Bylaws. Proposed amendments shall be reviewed by Legal Counsel to ensure adherence to Wisconsin and Federal Law before being presented for approval by the Board of Directors and Leadership Council and prepared for presentation to the delegates at the 2016 AM&C. The Team shall elect a chairperson at their first meeting. They may meet by phone conference or other electronic media.

1. Amendments to the Articles of Incorporation are to include elements of the Association documents to facilitate the move to a single entity and align with the Strategic Plan Model. Areas of concern include, but are not limited to: Church membership; Officers; establishment and alignment of Leadership Council and Ministry Councils to the Board of Directors. Approved Articles will be submitted to appropriate government agencies according to the law in place when approved by the NACCC delegates.

2. Amendments to the Corporate Bylaws are to “flesh out” the Articles and incorporate elements of the current Association Bylaws. Areas of concern include, but not limited to: Membership and Voting; LC/MC and Committees currently answering directly to the association delegates (Annual Meeting & Conf Committee; Credentials; Nominating Committee).

A draft of the Articles shall be posted on Trello before Thanksgiving so the Board can review and vote on the December 3rd call with final Articles and draft Bylaws posted before Christmas for review and vote on the January 7th call. That will allow for changes and final approval by March to send with the call to meeting.

Appointed to the Articles and Bylaws Consolidation Team: Dan Evans, Sherry Glab, Marty Hall, Seth Jones, and Cathy Schuyler. Staff advisers: Michael Chittum, Executive Director, and Dan Drea, CFO. Motion adopted by e-mail vote 9/22/15.

2015/16 C 016 Motion by Judy Campbell to appoint Rebecca Pniewski (North CC, Farmington Hills, MI) to the Finance Committee as a member-at-large. Motion seconded and adopted 10/15
2015/16 C 017 Motion by Miriam Bryant that the Board of Directors approve the proposed revised position description for the Editor of the Congregationalist dated 10/1/2015 (and attached to these minutes). Motion seconded, discussed and adopted. 10/15

2015/16 C 018 Motion by Varn Philbrook for the Editorial Purpose and Philosophy Task Team that the Board of Directors approve the proposal under Recommendation 2: Advertising: that a task team be formed to explore potential advertising options, both print and online, for The Congregationalist. This task team’s charge would be to identify: Advertising policies and procedures, Size/format for print ads, Size/format/platform for online ads and, the cost of each. The task team may wish to also identify the most cost effective way to do this. The Task Team would then bring a proposal to the Editor to implement the plan. Motion discussed and adopted. 10/15

2015/16 C 019 Motion by Don Olsen that the Board of Directors accept this final report from the Editorial Purpose and Philosophy Task Team, thank its members for their work and dismiss the task team. Motion seconded and adopted. 10/15

2015/16 C 020 Motion by Don Olsen that the Board of Directors appoint Robert A. Weers, (Congregational Church of Soquel, CA) to the Personnel and Administration Committee through the close of the Annual Meeting and Conference in June 2016. Motion seconded and adopted. 10/15

2015/16 C 022 Motion by Jeff Dillon for the Finance Committee that Revenue Projections will be based on a 5% investment drawdown rate. Motion discussed and adopted. 11/15

2015/16 C 023 Motion by Jeff Dillon for the Finance Committee, that the initial draft of the Shared Ministries Fund Budget will have a not-to-exceed $50,000 target deficit, and all Ministry Councils and the Center will have balanced budgets. Motion discussed and adopted. 11/15

2015/16 C 024 Motion by Don Olsen that the Board of Directors appoint Diane H Sorensen (Plymouth Congregational Church, Wichita, KS) to the Personnel and Administration Committee through the close of the Annual Meeting and Conference in June 2016. Motion seconded and adopted. 11/15

2015/16 C 027 Motion by Judy Campbell to change the Board of Directors’ appointment of Ken Hendershot from Board Rep to the Finance Committee to Member-at-large of the Finance Committee through the close of the Annual Meeting and Conference in June 11/15

2015/16 C 029 Motion by Jeff Dillon that the Board of Directors approve the 2016 Housing Allowance allocation for Rev. Michael Chittum in the amount of $12,000. Motion seconded and adopted. 12/15

2015/16 C030 Motion from the Finance Committee that the NACCC award the contract for auditing services over the next 3 years to the firm of Reilly, Penner & Benton LLP. Motion adopted. 12/15

2015/16 C 031 Motion by Miriam Bryant that the Board of Directors require that a national based criminal background check be conducted every year for all individuals that act as advisors or chaperones for the youth and young adult organizations of the NACCC including NAPF and HOPE. The exception would be if they have had a similar background check conducted within the same year by another organization and can provide a copy to the NACCC. Motion seconded and adopted. 12/15
2015/16 C 033  Motion by Don Olsen the Board do due diligence and determine what is required by statute in both the State of Wisconsin and the State of Michigan regarding background check for individuals that work with youth. Motion seconded, discussed and adopted. 1/16

2015/16 C 034  Motion from the P&A committee that Board of Directors authorize an increase in salary for the Executive Director to pay for health insurance. Such increase is to include and equitable “gross up” to cover related taxes. Motion amended and adopted. 1/16

2015/16 C 041  Motion that the Board of directors accept the invitation by Piedmont College as host of the 2017 Annual Meeting and Conference. The meetings, activities and meals will be held at the College. Dorm rooms are available for guests with additional rooms available at a nearby hotel. Motion adopted by e-mail vote 4/21/16

2015/16 C 042  Motion that the Board of Directors accept the invitation of the Cal-West Association as host of the 2018 Annual Meeting and Conference in the San Diego, CA area and approve the proposed contract with the San Diego Marriott Mission Valley. Motion adopted by e-mail vote 4/21/16

2015/16 C 044  Motion by Jeff to transfer the surplus (revenue minus expenses) in the 2015-16 Shared Ministries Fund to the Lydamar Reese Fund. Motion seconded, discussed and adopted. 5/16

2015/16 C 045  Motion from the Youth Conference Team that the Board of Directors grant an exception to the rule that no honorariums are paid to members of NA Churches, to allow the Youth Conference Team to pay honorariums to session leaders during the NAPF and HOPE Conferences in June 2016 who are members of NA churches. Motion discussed and adopted. 5/16
Actions of the Board of Directors


For information only

(Motions in italics will be presented separately for approval)

(Motions in regular type do not require ratification)

2014/15 C 075 Motion by Becci Dawson Cox to approve the minutes of the June 4, 2015 meeting as corrected. Motion seconded and adopted. 6/19/15

2015/16 C 001 Motion to elect the following officers of the Board of Directors: Laura Hamby, Chair; Jeff Dillon, Treasurer; Judy Campbell, Secretary. Motion seconded and adopted. 6/15

2015/16 C 003 Motion to approve minutes from June 2015 Pre-meeting as corrected. Motion seconded and adopted. 8/15

2015/16 C 008 Motion by Don Olsen to approve the following appointments for 2015-2016:
- Finance Committee – Jeff Dillon, Ken Hendershot
- Congregational Investment Trust – Jeff Dillon & Doug Loux
- Building & Loan Team Liaison – Julie Johnson Staples
- Nominations Liaison – Laura Hamby
- Congregational Foundation Liaison – Laura Hamby
- Special Teams:
  - Oak Creek Property Team – Miriam Bryant, Julie Johnson Staples
  - Congregationalist Editorial Advisory Team – Don Olsen
Motion seconded, discussed and adopted. 8/15

2015/16 C 009 Motion by Don Olsen to table the discussion of the P&A Committee until next regular meeting on September 3. Motion seconded and adopted. 8/15

2015/16 C 010 Motion to approve the Minutes of August 6, 2015. Motion seconded and adopted. 9/15

2015/16 C 013 Motion by Julie Johnson Staples to appoint Doug Loux as the Board of Directors representative to the P&A Committee. Motion seconded, discussed and adopted. 9/15

2015/16 C 015 Motion to approve the minutes of the June 2015 Post Meeting, numbering corrections to the previously approved August 6, 2015 minutes and September 3, 2015 minutes as currently presented. Motion seconded and adopted.

2015/16 C 021 Motion to approve the minutes of the October 1, 2015 conference call and the Special October 19, 2015 minutes as presented. Motion seconded and adopted. 11/15

2015/16 C 025 Motion by Julie Johnson Staples to accept Doug Loux's resignation from the P&A Committee and appoint Don Olsen as the BoD representative to that Committee. Motion seconded, discussed and adopted. 11/15
2015/16 C 026  Motion to appoint Doug Loux to the Finance Committee as the BoD Representative. Motion seconded and adopted. 11/15

2015/16 C 028  Motion by Jeff Dillon to approve the minutes of the November 5, 2015 conference call as presented. Motion seconded and adopted. 12/15

2015/16 C 32  Motion by Miriam Bryant to approve the minutes of the December 3, 2015 conference call as presented. Motion seconded and adopted. 1/16

2015/16 C 035  Motion by Judy Campbell to approve the minutes of the January 7, 2016 conference call as presented. Motion seconded and adopted. 2/16

2015/16 C 036  Motion by Jeff Dillon on behalf of the Finance Committee that the Board of Directors approves and presents the proposed 2016/17 Shared Ministries and Ministry Council deficit budget to be adopted by the delegates at the 2016 Annual Meeting and Conference in June. 2/16

2015/16 C 037  Motion by Judy Campbell that the Board of Directors approve the February, 2016 version of the proposed consolidated Articles of Incorporation and Bylaws to be sent with the call to the 2016 Annual Meeting and Conference for review and final adoption by the assembled delegates. Motion adopted by e-mail response 2/16.

2015/16 C 038  Motion by Julie Johnson Staples to approve the minutes of the February 4, 2016 conference call as corrected. Motion seconded and adopted. 3/16

2015/16 C 039  Motion by Jeff Dillon on behalf of the Finance Committee that the Board of Directors approves and presents the proposed 2016/17 Shared Ministries and Ministry Council budget as revised to be presented to the delegates for adoption at the 2016 Annual Meeting and Conference in June. Final Shared Ministries Fund proposal is ($43,801). Motion adopted. 3/16

2015/16 C 040  Motion by Julie Johnson Staples to approve the minutes of March 3, 2016 as corrected. Motion seconded and adopted. 4/16

2015/16 C 043  Motion by Doug Loux to approve the minutes of the April 7, 2016 conference call as presented. Motion seconded and adopted. 5/16

2015/15 C 046  Motion by Judy Campbell that the Employee Handbook dated April 2016 be sent back to the P&A Committee for incorporation of outlined corrections/changes and, following those changes they are to return the handbook to the Executive Director for review with legal consul. Corrections/changes and legal review should be completed in time for final review and approval by the Board of Directors on the June 2016 conference call. Motion seconded, discussed and adopted. 5/16

2015/16 C 047  Motion by Jeff Dillon to approve the minutes of the May 5, 2016 conference call as presented. Motion seconded and adopted. 6/16

2015/16 C 048  Motion by Julie Johnson Staples that the matter be sent to the P&A committee to determine whether a Memorandum of Understanding is necessary for the Director of Development and Communications or other positions and, if needed, that they review the content of the sample document and return to the Board with recommendations. Motion discussed and adopted. 6/16