

**Ohio-Meadville District Board Retreat Minutes  
June 8-10, 2007, Sandscrest Retreat Center, WV**

Please note that items boxed are those that were voted on.

**Appointing a Interim Treasurer**

Bill Milliken has resigned as treasurer. The Executive committee appointed Mary L. acting treasurer until the retreat.

Linda moved that we appoint interim treasurer for a term not to exceed the Annual Meeting in April 2008. Seconded by Karen Z. Motion passed.

**Youth Programs Consultant Position**

The job description was reviewed, a search committee is being put together. Karen is getting YAC's input on the job description. As soon as the job description is ready, we will advertise the position in the district.

**District Administrator Position**

We have a subgroup to work on revising the job description to be brought to the board in August. A search committee is being set up. This will be advertised after the August meeting.

**Four District LFD Young Adult Position**

The Young Adult Campus Ministry consultant is going under the four-district program. The JPD has a full time person for this who will act as the coordinator. In exchange, we will owe JPD three staff contributions.

**Board Meetings/Calendar**

The board will continue to meet for one retreat in June and for three Saturday meetings during the year. On Friday nights we will have a cluster activity. The meetings will be August 18<sup>th</sup> at Erie; December 8<sup>th</sup> at First Pittsburgh; February 9<sup>th</sup> at Wooster; and June 6-8 – retreat at Sandscrest if possible.

A meeting of all district committee chairs was set for August 11<sup>th</sup> at the Akron Church. Program committees will meet in the morning, all chairs will meet for lunch and a short program and the administrative committees will meet in the afternoon.

**Anti-oppression/Anti-racism Training**

It was decided to plan this for Saturday morning of the June 2008 retreat.

### **Liaison Assignments**

- Joan S – Indiana, Ligonier, Smithton, Reynoldsburg, Lewis Center, Delaware, Chillicothe
- Karen Z – Erie, Jamestown, Girard, Slippery Rock, Meadville, Westfield Center
- Beth H – Morgantown, Bellaire, Beckley, Huntington, Charleston, Athens, Marietta
- Phil – West Shore, Columbus, Shaker Heights, First Pittsburgh, Toledo, Sandusky
- Brad – Akron, Kent, Youngstown, Bellville, Canton, Wooster, Findlay
- Linda – Berea, Cleveland Society, Urban Hope, East Shore, N Olmsted, Oberlin, Bowling Green
- Lynn – South Hills, North Hills, East Suburban, Allegheny, Lyons, Warren

### **Long Range Plan Report**

A timeline has been set and some of the committee members are set. Other committee members are being sought. Clusters will be key to gaining information for this and the Board cluster events will be tied into the long-range plan data gathering.

### **District Assembly/Plan**

- DA went well this year. We will meet at First Church Pittsburgh for next year. The question of moving the DA to a hotel needs to be part of the Long Range Plan process.
- Theme and speaker for next year: Generosity as the theme, maybe generosity of spirit to include hospitality.
- We need to discern what if any part the youth want to take in DA as we're beginning the planning. Karen will work on this.

### **Award for Service to Children and Youth**

A task force was created to develop the criteria for an additional award for service to children and youth. Deadline is the August meeting.

### **Communications and Website**

The website will move in July and will have the domain of [www.ohiomeadville.org](http://www.ohiomeadville.org)

### **Board Policy on Events and Budget**

- It was decided that all district events need to budget in a percentage for administrative overhead provided by the district. The finance committee will present a percentage for the board in August.
- Events also need to plan a margin of error to help prevent losing money. The finance committee will also develop a policy around this for August.
- We need to clarify who is authorized to sign contracts for the district this will be written into policy for the August meeting.
- We are going to ask the committee chairs at the meeting in August for input on how to handle refunds; the separate budgets for committee expenses and events; and timing in getting event financial reports in.
- Current committee liaisons will contact the chairs about the meeting. Committees without liaisons were assigned a person to contact the chair.

### **Other Business**

We might want to consider recognizing congregations with a plan in place to become fair share. Referred to the DA Committee.