

Delaware Valley Chapter NACBA
Meeting Minutes
June 4, 2009
Newark United Methodist Church, Newark, DE

Present: Morton Bell, Debbie Brown, Lorraine Buchakjian, Pat Canavan, Deede Cataldi, Keith Dawson, Dave Focht, Charlie Huntingdon, Bill Kern, Fred Kirschman, Cheryl Kurpiel, Royal Lowthert, Ruth Morrison, Jim Power, Mike Scharff, Dory Speer, Roy Timmer, Stephanie Weaver and Dorothy Wood.

1. The meeting was opened at 10:30 a.m.
2. Rev. David Palmer, Pastor of Newark United Methodist Church led devotions based on Hebrews 13:16.
3. Minutes from February 5, 2009 meeting were approved.
4. The treasurer's report was distributed. Balance as of 06/04/2009 was \$3,724.72. Cheryl reported that we have 23 dues paying members.
5. It was reported that there were 72 attendees at our April 2nd seminar. A Program Evaluations summary on the seminar was compiled and distributed by Dory.
6. Charlie compiled and distributed a Wedding Fees spreadsheet. (attached)
7. Dave distributed copies of the Hosting Packet for those who have agreed to host a chapter meeting. (attached)
8. Information regarding 2009's conference was shared; the promo video was watched.
9. Mort requested ideas for programs for next year's meeting. If you have a suggestion, please contact him. mbell@history.pcusa.org
10. National Church Administration Day is Thursday, October 15, 2009. NACBA would like us to host a meeting to provide resources to church administrators, targeting those who don't attend chapter meetings. Royal will host one in Delaware.
11. The officers will be meeting on Friday, August 7th to plan next year's programs.
12. The Chapter Scholarship of \$500.00 toward the 2009 NACBA Conference in Long Beach, CA was awarded to Mike Scharff.
13. Introductions were made
14. Round table discussions ensued:
 - a. An Acoustic company reference – Kirkegaard Associates in Chicago (Fred)
 - b. Capital Campaign – percentage expected from leadership team (Fred)
 - c. Solar Panels and Solar Panel Fields – Limestone Presbyterian received about 20 new members as a result of the addition of the solar panels (Fred)
 - d. "The Shack" book (Royal)
 - e. Organist Bench Fee – AGO requires if organist is not asked to play at a wedding (Fred)
 - f. NAEIR office supplies (Cheryl)
 - g. Church security – Bill and Mike went to a seminar in Souderton – possible topic for next year's seminar
 - h. Safety training, procedures (Jim)
 - i. Non-exempt employee going offsite to give a seminar (Pat)

Following lunch, Joyce Ackerman, a human resource consultant with Horty & Horty, gave a presentation on Personnel Policies, Procedures and Employee Handbooks.

Respectfully submitted,
Ruth Morrison
Secretary