

# First Congregational Church of Woodstock Governing Board Meeting

Wednesday, April 12<sup>th</sup> 2023 / 7:00PM / Church Library

**Meeting Called by:** James Nowak / Moderator  
Bruce Staehle / Assistant Moderator

**Pastor:** Dr. Reverend Kevin Downer

**Clerk:** Laura Boies

**Board Members:** Suzanne Cimoichowski, Charles Bottieri  
Jennifer Duggan, Ginny Moylan

**Treasurer:** Tom Duggan

## Agenda Items:

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### **Opening Devotion / Rev Kev**

### **Prior Action Items Updates**

- Ginny - Draft article for Share by 3/20/23.
- Charles - Respond to Kristin Wedegis re. use of the organ.
- Suzanne -
  - Speak to Jim re. Draft of Agenda one week prior to meetings. **Done**
  - Draft offer letter for Children & Family Ministries Coordinator. **Done**
  - Write Counting Team policy. **Done**
  - Draft Reimbursement policies. **Done**
  - Try to find a contact for the Richardson family. **Done, but needs further discussion, email from Bruce Lyman shared with GB**
- Jen -
  - Wordsmith section III B of Teaming Principles/Shared Expectations. **Done**
  - Attend Cemetery Assoc. Meeting on Mar. 25<sup>th</sup> (**Done**) and report back. (**can give brief update at April meeting**)
- Bruce - Create a common folder in Google Drive for current church policies.
- Charles and Jen - Ad Hoc committee for Pastor's review. **In progress**

### **Ministry Update / Rev. Kev**

### **Current Action Items**

- Flow Chart - Who to contact, where to direct questions / emails – Shared G-Drive and poster
- Replying to emails and following-up
- Shared Gb Drive - Folders and Organization / Bruce
- Policy and Material Status – moved to Shared G-Drives?
- Stewardship Team – GB is the Nominating Committee, What is the process?
- 2 FCCW Delegates needed – SNEUCC / Windham Assoc. Suggestions? Can be from GB but not required.
- May (June) Share GB Update

### **Looking Ahead**

- April 19<sup>th</sup> Meeting Minutes added to shared drive
- April 23<sup>rd</sup> Church Town Hall / Bruce
- May 3<sup>rd</sup> Meeting Agenda shared