**Upper New York Annual Conference**

**Board of Trustees Meeting Minutes**

**Conference Call Meeting**

**December 6, 2016**

Voting Members Present: Rev. Richard Barling, Ms. Pam Deckard, Mr. Howard Simonin, Mr. John Frary, Ms. Kathy King-Griswold, Mr. Nathan Trost, Rev. Barbara Brewer, Rev. Cheryl Brown, Ms. Joyce Miller, Rev. Jack Keating.

Ex-officio Present: Mr. Kevin Domanico, Mr. Scott Delconte.

After a roll call, it was determined that a quorum was present.

The meeting was called to order by President Rich Barling, at 4:05pm.

 **PROPERTY UPDATES** – Pam Deckard gave the following report:

1. Talcottville property has been reduced to $45,900.
2. Former Berkshire UMC – Nathan Trost gave an update on the leaking roof at this closed church location. The roof damage appears to be minor but there is no heat source in this building. The cost to fix the roof is @ $2,000 and will be done as soon as possible.
3. Winterization –Rich Barling reviewed winterization procedures for closed churches. On sight inspections are needed to make sure these buildings are ready for winter. Trustees were asked to check the properties, for which they are responsible, to insure that they are ready for the winter weather.

**INSURANCE SUBCOMMITTEE REPORT** – Jack Keating reported that the 2017 renewal has been completed with Church Mutual. The result is that property values will be increased for inflation, new liability coverages have been added and we have secured the services of Walsh Insurance Agency to guide us forward with **NO premium increases** to our local churches or the Annual Conference. Having accomplished this 2017 renewal the subcommittee will now move forward to investigate program enhancements for the future continued viability of this conference-wide program.

**MINUTES OF THE 11/17/16 CONFERENCE CALL -**  We had a discussion about both the taking of minutes and the publishing of those minutes relative to issues of confidentiality and attorney-client privilege. We decided that full minutes will be posted to the Trustees Drop Box (after approval) while a summary report will be posted on the conference web site after approval by the Chancellor and Secretary.

A motion was made by Jack Keating and seconded by Kathy King-Griswold to accept and approve the minutes taken by Pam Deckard of our 11/17/16 conference call. Motion carried unanimously.

**DISTRICT PARSONAGE INSPECTIONS AND UPDATES** – We reviewed the progress made on each of our District parsonages regarding the 2016 inspections. (report attached) This report will be complied and sent to the Bishop’s office as an update.

**CONFERENCE CENTER UPDATE** – Barb Brewer reported that work continues at the new Conference Center on Henry Clay Boulevard. The anticipated move-in date is February 6, 2017.

 **NEXT MEETING –** Due to the Christmas holiday, our next scheduled Trustees Meeting is scheduled for Tuesday, January 3rd from 4:00-5:30pm via conference call. We did agree that since we have an in-person meeting scheduled for January 21st from 10:00am – 3:00pm at the conference office, we may cancel this meeting if our work flow allows it. The secretary will communicate our plan prior to 1/1/17.

The meeting was adjourned at 5:25pm., following a prayer offered by Richard Barling.

Respectfully submitted,

Jack Keating

Jack Keating, Secretary

District Parsonage Inspections Update

December 2016

1. Adirondack – No District parsonage
2. Albany – No District Parsonage
3. Binghamton – Assigned Trustees Nathan Trost & Howard Simonin – Inspection completed. Minor storm damage to garage and Howard to call local handyman to repair. DS has inspection paperwork.
4. Cornerstone – Assigned Trustees Barb Brewer & Cheryl Brown – Inspected earlier in 2016. Work is being done by District committee and should be completed prior to 2/1/17.
5. Crossroads – Assigned Trustees Rich Barling & Jack Keating – Inspected in 11/2016. Some minor items needing attention (less than $1,000 and cosmetic in nature). District committee is working on getting the items completed.
6. Finger Lakes – Assigned Trustees Rich Barling & Pam Deckard – Inspected in 2016. Needs substantial work ($40-80,000). Trustees recommend replacing this parsonage and are now investigating market value before making decision about replacing.
7. Genesee Valley – Assigned Trustees Peter Abdella & Kathy King-Griswold – Purchased in 7/2016. A few small items from the engineer’s inspection at the time of the purchase need to be completed. DS has list of items and has sent to District Committee for action.
8. Mohawk District – Assigned Trustees Jack Keating & Howard Simonin – Purchased in 10/2016. DS and Trustee noted items needing attention at closing and list was filed with District Office for District committee.
9. Mountainview - Assigned Trustees Cheryl Brown and Peter Abdella – Parsonage remodeled in 2014. A few cosmetic things need to be done and will be addressed by the District Committee.
10. Niagara Frontier – Cheryl Brown and Barb Brewer – Professional inspection done 12/2016. A few small repairs (less than $1,000) need to be completed and will be addressed by District Committee.
11. Northern Flow – Assigned Trustees John Frary and Hal Schmidt – Inspection completed. Paperwork completed and awaiting signatures to be sent in.
12. Oneonta – assigned Trustees Rich Barling and Howard Simonin – New purchase in 12/2016. Punch-list items now be completed as DS family moves into the home.
13. Episcopal residence – Assigned Trustees Rich Barling & Pam Deckard – Needs to be inspected.