

Administration Board Meeting

Date: June 9, 2014

Members Present: Eric Dodson, Patti Smithson

(Recorder: Eric Dodson)

Also Present: Dave Kobersmith

<u>Subject</u>	<u>Discussion</u>	<u>Action Needed</u>	<u>By Whom</u>
<p>Use of rooms by members and friends of the church (small rooms used by individuals for sewing, writing, etc.)</p>	<ul style="list-style-type: none"> • Space as available will be offered for no charge, but we suggest telling folks what the usual charge is for use of a room • Not used for commercial purposes (having customers come to purchase items) • Get dates and times that the individuals wish to use the rooms • Understanding that other situations (VBS, larger meetings, etc) could bump them to another space • Should be responsible for leaving the space clean (hopefully, as they found it) 	<p>None</p>	
<p>Rental space for weddings, celebrations, meetings, etc.</p>	<ul style="list-style-type: none"> • Need to revise charges for the use of the sanctuary (currently our rate is \$1,000.00 – only three paid weddings last year) • Currently, First Christian Church charges \$500 for the space and a \$500 deposit. The renter is responsible for clean-up afterwards. \$500 deposit can be used to cover that, if not cleaned by renter. • We need more income from weddings as well as meetings. • Need to identify prospects (non-profits, as well as for-profit organizations that might have a need to rent our space for meetings, events) • Can we update our website to “showcase” the church space? • Need to market to organizations and individuals who would be attracted to the church’s history and inclusiveness • Need to offer more than just space (food and drink for meetings, receptions, etc that provide value and revenue) • More discussion is needed to identify prospects, and work out the details of the pricing 	<p>Dave will look for research we had done last year about other church fees for weddings, etc.</p> <p>Agenda item for further discussion at next month’s meeting.</p> <p>All members asked to identify potential guest groups</p>	<p>Dave</p> <p>Eric</p> <p>All</p>

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<p>Church Mutual wants a policy and procedure in place for those who drive their own vehicles in service to the church</p>	<ul style="list-style-type: none">• This covers all staff as well as volunteers• Discussed non-owned auto liability• The insurer wants to make sure that people driving in service to the church have good driving records and well maintained vehicles.	<p>Review policy drafted by Eric and reviewed by Dave at next meeting</p>	<p>Eric</p>
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Next meeting is scheduled for Monday, July 14, 2014, 6:00 p.m.