



**FIRST PARISH IN CONCORD
FINANCE COMMITTEE**

Meeting Minutes October 31, 2016

The meeting started shortly after 7:30 am in the Brooks Room.

Present	Tom Wilson, Fifi Ball, Patty Popov, Gib Metcalf, Rudi Scheiber-Kurtz and Fred Van Deusen
Discussions	<p>We welcomed a new member to the committee Rudi Scheiber-Kurtz, talked a bit about the work we have done and plan to do (Legacy Giving project, Pledge Assessment project, financial audit) and made a list of documents for Rudi to review (financial reports, benchmarking report, committee charter, explanation of trustees giving to FP, document on how to read our financial reports).</p> <p>We then spent the rest of the meeting reviewing and editing the materials to be used for the Congregation Conversation about Finances meetings to be held with the congregation on Sunday, Nov. 6 at 11:30 am and Monday, Nov. 7 at 7:00 pm.</p>
Actions	<ul style="list-style-type: none">• Tom will arrange for an FP Announce message to be sent this week with the dates and times of the Congregation Conversation about Finances meetings• Gib will update the financial portions of the conversation presentation and send an updated version to everyone on the committee by Nov. 1• Everyone will review what Gib sends and send any other suggested presentation changes to all of us by Nov. 3• Tom will update the pledge and legacy giving portions of the presentation and merge these slides with the final financial slides• Tom will make the presentation at the meetings, and other Finance Committee members will attend when they can.
Next Meetings	<ul style="list-style-type: none">• Tuesday, Dec. 6, 2016 at 7:30 pm• Tuesday, Jan. 10, 2017 at 7:30 pm• Tuesday, Feb. 7, 2017 at 7:30 am

The meeting was adjourned at 9:15 am.

Respectfully submitted,
Fred Van Deusen