

NACBA, Alamo Chapter
Minutes of Meeting on November 11, 2010 at 11:30 a.m.
St. Luke's Episcopal Church, San Antonio, TX

Officers Attending: Jodie Sell, President; Chris DiSabato, Vice President; and Dave Thomas, Secretary.

Members Attending: Janice Gentry, Butch Gerfers, Kay Marshall, Darla Nelson, Sharon Parham, Hermy Rudloff, and Donna Shreve.

Others Attending: Quinn Edmondson (formerly - First Presbyterian) and Paula Burns, Speaker (Insurance One Agency).

President Jodie welcomed us to the meeting on this Veteran's Day.

Following a gathering time and of sharing joys and concerns Dave Thomas opened with prayer.

Reports/Action Items:

1. Minutes of the October 21, 2010 Chapter Meeting were presented and approved.
2. Debbie Vignes, Treasurer, was absent but Jodie read the October financial statement indicating an opening balance of \$1,691.64. Receipts were \$30.00 member dues and 72¢ Interest. There were no expenditures. Ending balance \$1,722.36 plus \$10.00 in the business shares account.
3. President Jodie reviewed the future meeting schedule noting that we need host churches for February, April, and May 2011. Volunteers stepped forward: February, Sunset Ridge Church of Christ; April, Christ Episcopal; and May, Genesis Full Life Fellowship.

Program: Due to a late change, Patti Malott was unable to attend. However, Paula Burns with Insurance One Agency, and a member of the Church CO+OP Board with Patti, presented a program on "Risk Management – Planning Special Events."

- Paula led a presentation with handout and discussion that dealt with balancing Ministry and Risk. We as church administrators need to wear the risk manager hat and be the gatekeeper when our church is planning a large special event.
- Special Events are those outside of normal operations: live animals, carnivals, mechanical rides, fireworks, climbing walls, large concerts, etc. A checklist for on-premises events was provided.
- Paula discussed methods to "transfer the risk" to protect the church through insurance policy, special endorsement or policy, and release of liability from a vendor/contractor.
- The presentation was followed by an extended question and answer session.

Closing Comments: Gary Birdwell announced he is leaving Christ Church on November 1 for a position with SWBC, an insurance and financial services company. Norm Hils will be the part-time, interim Parish Administrator.

Next Meeting: December 15, 2010, 12:00 pm at Coker United Methodist Church. There will not be a formal meeting but an opportunity to attend the Christmas Yuletidings concert by Churchill High School Choir followed by a light lunch.

Respectfully submitted,

David Thomas, Secretary