

NACBA – Alamo Chapter
Minutes of March 21, 2013 – 11:30 a.m.
Alamo Heights UMC, San Antonio, TX

Officers Attending: David Thomas, President; Darla Nelson, Vice President; and Butch Gerfers, Treasurer.

Members Attending: Sean Carlin, Sheri Halford, Sharon Hardie, Norm Hills, Sheila Jennette, Debbie Vignes, Michael Willert, and Allen Young.

Others Attending: Cecilia Carrillo, and Dale Hendrix.

President Dave asked for Joys and Concerns then opened with prayer.

Report/Action Items:

1. Minutes of February 14, 2013 were reviewed and approved by consensus
2. The Financial report for February was presented by Butch. Received \$180.00 in membership dues. Checking account balance: \$748.10; Savings account balance: \$903.50; Total cash balance: \$1,651.60. Darla made motion for approval, Norm provided the second. Report unanimously approved.
3. President Dave announced that March is the month to appoint a nominating committee for new officers. Elections will be held in May with officers installed in June. With no volunteers to serve on the committee, the current officers will meet to prepare the ballot of candidates.
4. The Meeting Schedule was reviewed through June 2013

Program: Liability Protection

Michael Willert

- Michael, owner of an independent insurance agency, and representing GuideOne Insurance, provided a handout with *Guidelines for Outside Users of Your Church Facilities*. Michael stressed the following points:
 - ✓ Need a policy – who is eligible to use facilities, fees, set-up, clean-up, etc.
 - ✓ Need a facility-use form (sample provided).
 - ✓ Maintain an approval/denial process with a review and documentation.
 - ✓ Require users to provide a certificate of insurance naming your church as an additional insured. Also require a release from liability – hold harmless statement.

Upcoming Events:

- Easter Sunday March 31, 2013

Next Meeting: April 11 at Coker UMC. Patti Malott will present a program

The meeting was closed with prayer.

Respectfully submitted,

David Thomas