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**Congregational Church of New Fairfield  
Restructuring Notes  
September 6, 2005 7:00 PM**

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These are notes taken from the charts written during the September 6, 2005 restructuring meeting.

**Criteria for Requiring Congregational Approval**

- Any decision in which the topic is considered controversial.
- Expenditures (capital or otherwise) that are not provided for by the approved budget.
- Usage of the church's permanent funds.

**What should not go to the Congregation?**

- Approval for expenditures related to items in the current approved budget.
- Approval for general and recurring maintenance of existing facilities and grounds.
- Approval for repairs of existing facilities when less than \$5,000 or provided for by the current approved budget.
- Approval for new capital items when provided for by the current approved budget.
- Approval for emergency repairs.
- Approval for policies related to the general operation of the church.

**Other Discussion Points**

- Special meetings: Anything within the congregation that is time sensitive. When it doesn't fit or can't wait for a quarterly meeting. (This is no change).
- Requirement for co-location for meetings. Does this get into a new by-law? Possibly not, perhaps a matter of policy as to whether electronic (conference) meetings are considered actual meetings.
- Reports. Each team should report the decisions it made to the Executive Committee on a monthly basis. It is thought this would best be through a written report listing the actions taken so that the church has a record. This would be something undertaken in the operations of the church rather than the by-laws.

**Next Steps**

- A working draft document of understanding will be produced and distributed first to Executive Committee members for comment and then to board/committee members.
- The working draft document of understanding will be presented to the congregation at the quarterly meeting (September 25, 2005) as an informational package.
- Next meeting date is to be determined.