

Secretary's Report – Tom Loughrey

- 1 Based on our recent experience with AnyMeeting , particularly the audio quality, I have requested the Communications Working Group take a look at this issue with Mark Steinwinter to once again see if we cannot have something more suitable to how we use our calls. I have found out from Mark that AnyMeeting is going through a major upgrade of their audio capability.

- 2 By-laws and Rules

ARTICLE V Committees of the Association

Section 5.2 Election and Terms of Office – consideration of any changes to appointed vs elected committees – most particularly the GAPC. Note that GAPC is one of three non-congregation/district bodies that may propose bylaw amendments under Article XV, Section 15.2. This appears to be reserved for elected bodies (BOT and COA).

ARTICLE VII Committees of the Board of Trustees

Section 7.1 Continuance of certain committees as appointments from the Board:

- a. Executive Committee;
- b. Ministerial Fellowship Committee;
- c. Finance Committee;
- d. Investment Committee;
- e. Religious Education Credentialing Committee; and
- f. Audit Committee.

Note: there are no associated rules for these two articles

- 3 Obtaining opinions and advice from legal counsel: Reminder that all requests for legal advice or efforts that will eventually need legal advice should be checked with the Executive Vice President (Kay) first in the event that we have already received an opinion or advice and that we ensure getting the best advice for the least amount of money.
- 4 Timeline for Moderator/President/Trustee/ Financial Advisor Nominations, Campaigns and Elections
- 5 I have developed a timeline of significant dates related to nominations, campaigns and elections through 2013. Much is going to change and it may be helpful to have a sense of these dates in the calendar. See next page:

Moderator/President/Trustee/Financial Advisor & Other Elected Positions Key Dates Timeline

Date	Action
October 1, 2012	Opening date to file petition for all other elected positions. Bylaws Sec 9.6(b)
October 31, 2012	The Board shall appoint four current members of the Board to two year terms commencing with the close of GA 2013. No member whose service began prior to June 2009 shall be eligible.
December 10, 2012	The Nominating Committee shall submit one or more nominations for each elective position at large to be filled, except Moderator and President. The report shall be submitted to the Secretary and mailed to each congregation. Bylaws Sec. 9.4. Note: The Nominating Committee shall nominate five members to the Presidential Search Committee by this date. Two additional members must be appointed by the Board no later than the election of the nominated members. The Presidential Search Committee nominates two persons for election at GA 2017. Bylaws Sec. 5.7
February 1, 2013	Deadline to submit petitions for president and moderator and other elected positions.
June 2013	Elections for president (four year term and not eligible for nomination in 2017), moderator (six year term), financial advisor (three year term), seven at-large trustees (four for one year terms and three for three year terms), three members of the 2017 Presidential Search Committee and other elective positions to committees. Appointment of two members of the Presidential Search Committee must be completed by this time.
Close of GA 2013	All persons elected at this GA take office at close of GA with the exception of president and moderator who takes office immediately following election and qualification. The Secretary interprets “qualification” to mean introduction to the delegates and public acceptance of the position.
August 1, 2013	Nominating Committee notifies congregations of trustee terms expiring in June 2014 (four positions)
October 1, 2013	Persons running for positions may submit petitions on this date.
December 10, 2013	Nominating Committee issues its report of trustee nominations.
February 1, 2014	Deadline to submit petitions for trustee nomination at GA 2014.