

**Penn West Conference United Church of Christ  
Summary of Board Actions June 2024-May 2025**

Rev. David Mears, Moderator  
Rev. Liddy Barlow, Assistant Moderator  
Ms. Wendy Bigelow, Secretary  
Ms. Deborah Long, Treasurer  
Ms. Nancy Harclerode, Assistant Treasurer  
Rev. David Ackerman, Conference Minister (ex-officio)  
Mr. Mark Brautigam  
Rev. Sharon Fox

Rev. Mary Hendricks  
Ms. Ellie Long  
Ms. Alice Niebauer  
Rev. Nicole Pickens  
Rev. Frank Sapp, Jr.  
Rev. Paul Sarver  
Rev. Diane Smith  
Mr. Robin Stemple

**June 7, 2024**

**Motion carried:** That the annual review of Rev. David Ackerman, conference minister, completed by Mr. Douglas Hearn and the Personnel Committee be received.

**Motion carried:** To acknowledge the resignation of Rev. Joe Ward.

**July 22, 2024**

**Motion carried:** To remove Karen Howsare and Steve Craft from the Citizen's account and add Andrea Kopcak and Diane Wiley's names in their place.

**Motion carried:** To empower the Financial Stewards to reimburse the amounts requested from the Annual Meeting not to exceed \$150.00 for hotel lodgings and a mileage rate of \$0.14 a mile as long as the funds are available.

**Motion carried:** To hold a special meeting on Nov. 9<sup>th</sup>, 2024, with the purpose to vote on the motion to create a Keystone Conference out of the four present conferences of Penn West, Penn Central, Pennsylvania Southeast, and Penn Northeast.

**Motion carried:** To authorize Rev. Ackerman to take the Whitehead Estate proposal before a judge if he receives no information from the Wednesday meeting.

**Motion carried:** To approve the 2025 compensation guidelines, as amended.

**August 27, 2024**

**Motion carried:** That the cost of the Nov. 9<sup>th</sup> lunch will be \$20.

**Motion carried:** To cover the cost of the meal for the CASP meeting.

### **October 29, 2024**

**MSP:** That \$60,000 be transferred from our checking account to Fund #1 at Somerset Trust.

**MSP:** To take up an offering to support Hunter-free Pennsylvania in concert with the other 3 conferences at our Nov. 9<sup>th</sup> special meeting.

**MSP:** To keep Rev. Ackerman's housing allowance the same in 2025.

### **December 5, 2024**

**MSP:** To give \$800.00 to First Reformed UCC of Greensburg for the use of their facilities on Nov. 9<sup>th</sup>.

**MSP:** To have our 2025 Annual Meeting at St. Paul's UCC in Somerset on Saturday, June 7<sup>th</sup>.

**MSP:** To hold our special fall meeting and celebration on November 1<sup>st</sup>, 2025 with the site to be determined.

**MSP:** To approve the contract with Leech/Tishman and to cover the cost of the initial retainer.

**MSP:** To appoint Mark Brautigam to the Weber Memorial Committee.

### **February 15, 2025**

**MSP:** To hold the November 1<sup>st</sup> special meeting at Greenville Zion Reformed UCC pending on their acceptance of being its host.

**MSP:** That the Board supports our contribution to the project management software for the Keystone Conference.

**MSP:** To approve the Safe Conduct Policy with discussed changes our attorney recommends at this point.

### **April 22, 2025**

**MSP:** To continue using Quickbooks with a fee of \$999.00.

**MSP:** That the Board receive performance reviews for Andrea Kopcak, Diane Fox, and Rev. Shannon Garrett-Doerge.

**MSP:** To name Don Kelly to replace Doug Hearn on the Personnel Committee.

**MSP:** To approve the slate of the Nominating Committee as presented.

**MSP:** That the Penn West Conference Board requests that the Keystone Conference Board give consideration to the Penn West staff members who have submitted letters of intent for the transitional staff contingent to the Keystone staffing model.

**MSP:** To receive and affirm the strategic plan and assessment for this year.

**Please note that a Board meeting is scheduled for May 15, 2025. At the time of this writing, we do not have those Board decisions.**