

OPERATIONS COUNCIL MEETING  
Minutes

Tuesday December 19, 2017  
Children's Chapel

Attending: Laurel Farnsworth, Jeannie Chaisson, Judy Curby, Ted Hess-Mahan, Susan Bartlett (by speaker phone), Chris Krebs (BOT), Erin Splaine, Linda Ross (assistant clerk).

Called to order 7:05 p.m.

Reading - Laurel

Invocation/Chalice Lighting – Judy

## Covenant

As we, the members of this Council and staff, gather to serve this congregation in leadership, we commit to ourselves and to each other: to be present and prepared for the work of this meeting; to listen well and contribute respectfully; to balance both our short and long-term visions with fiscal responsibility; to support the decisions of the Council; to uphold the democratic process; and to lead with goodwill and faith in the work we can accomplish together.

### Approvals:

Minutes – November minutes - Jeannie moved to approve, Judy seconded, unanimous approval

Special collection for music – March. Jeannie moved that we allocate a special collection at music Sunday in March, with the amount going to music. Unanimous approval.

**Staff Update** – Erin – Rowan is on her way to Washington for the holidays. Music Sunday was a huge success. Four services coming up this Sunday (Christmas Eve). #metoo movement – Erin will be making announcement about it in early January.

### Report on BOT meeting Laurel

- Good discussion about how well youth are doing this year. Dani 1 put in good foundation for Dani 2. Monthly check-in for youth who are working is helping.
- Financial summit report from Brian Burba; he is following up.
- Safe congregation with Brooke – updated. She is also monitoring our Facebook page.
- Memory project – Leslie Snowden and Barbara Bates working on.
- Welcoming congregation goals – Chris – short workshop will be starting at the end of January, 4 sessions. Cindy Beal will host another workshop sometime in spring. Film series featuring gender narrative (Hollywood type films). Application for renewal of welcoming congregation in process.
- Stewardship – long discussion.
- How BOT communicates with congregation was discussed.

### Financial

Review year-to-date spending – Judy – November is halfway through FUUSN fiscal year. On track with spending although the amount budgeted for building repairs/maintenance has already been spent. New outside accountant working with us to help monitor finances etc. Helping import finances into Quickbooks – done twice yearly.

**Update – Safe Congregation work** – Jeannie – missed committee meeting. Heard that plan is to look at policies that other congregations have in place. Erin – committee is Jeannie, Brooke, Rowan, Erin, Eric Haas. Will be deciding who else to bring in

**Update – Annual budget drive and database work** Susan – Sam is manually importing data (seemed to be best method) – should be completed soon. Judy – we had paid the company to import data previously but manual inputting is best option right now.

**Update – Committee issues/reports, including:**

- Holiday fair results \$22,000 approximate income; Paypal not yet in. Kit Ryan thought another \$2,000 income for silent auction. About \$4,000 in expenses; about \$19,000 net.
- Judy – trees about \$13,000 gross, \$8,000 in expenses to date.
- B & G – Pine Village – need a code expert to determine if interior door to classroom hallway can be locked. Laurel – was in meeting with Don Lang (architect for Allen house, formerly chair of historic commission). He will take a look but is away this week. She will follow up.
- Bathroom signage (question from Welcoming Congregation Team) – Chris Krebs raised question about 1<sup>st</sup> floor bathrooms being single gender. Laurel – these are the only bathrooms that are handicapped accessible. Linda – question about putting lock on outside door; Laurel says it is a code issue, not allowed. Restroom in classroom corridor is gender neutral and has a changing table. One option would be to remove urinal from first floor men’s room, install fold-up changing table, make gender-neutral. Action decided -will look into signage to help people find other restrooms, put money into budget for next year to alter first floor men’s room as described above.
- Lynn Holbein had made a request for an Art Show in March. Susan – Linda Rinearson asked Susan and Judy for re-consideration of decision not to allow art show in Parish Hall during coffee hour. Very lengthy discussion of various options and dates for Art Show in Parish Hall. March 24 weekend is what has been requested. March 25 is music Sunday; Erin says heavily attended service and therefore not a good day for art show. Weekends that would work: Feb. 3 and 4, Feb. 17 and 18, April 28 and 29, May 5 and 6. Those working on the art show would need to speak to RE, social action, etc. about taking some of their space to make sure that they are OK with it. Erin - if there is a memorial service that needs to be held, things will be changed. Jeannie will summarize dates and discussion and send out proposal to Ops Council members to make sure everyone has the information before sharing with Lynn Holbein and Linda Rinearson..

**Newsletter columns** . February column will be about GA delegates

Discussion about January column, due Jan. 16. Decided to do update on snow issues. Susan – need to find out how Santander handles parking in their lot relative to their need for plowing.

**Thank You** – many thank yous to many people for holiday fair, trees. No specific individuals need a thank you

Meeting adjourned 8:47 p.m.