

## OPERATIONS COUNCIL MINUTES FINAL

Tuesday, October 16, 2018

Children's Chapel

Attending: Susan Bartlett, Laurel Farnsworth, Ted Hess-Mahan, Rand Stone, Sharon Siskind, Judy Curby, Amanda Graff (Religious Education), Linda Ross (asst clerk)

Called to order 7:05 p.m.

Invocation/Chalice Lighting/Reading – Susan

### **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 for August and September, Sharon moved to approve, all present voted to approve, motion passed.

### **Staff Update – Amanda**

- Things going well in RE.
- Adam Epstein is leading a monthly bagel breakfast for teachers.
- Just hired a music coordinator for children's music.
- Adult faith development hasn't gotten a lot of attention yet, but she will connect with those in charge.

### **Report on BOT Meeting - Laurel**

- No Board member available to attend this Ops Council meeting.
- Amanda –BOT spent time discussing process and procedures – trying to make sure that everyone is involved in discussions and decisions. Some people were not

receiving some emails. Will be using Google docs more, and possibly Slackchat to enhance discussions and track threads.

- Parking lot discussion of whether FUUSN would participate in shared parking with other places in city – BOT seemed amenable.
- Financial stewardship – Erin felt that there needed to be more discussion about this, especially following the annual meeting last year. FUUSN is in a financial crisis – cannot add new initiatives without funding.

## **Financial**

- Discussion of congregation's understanding of budget issues, and response to Sam's leaving. How to make congregation more aware of financial issues?
- Board – October 21 meeting after service proposed for congregation to discuss financial issues.
- Reviewed September expenditures – pledges coming in well; over budget for prior year's pledges coming in – which is good..
- Bill Duset, Chair of Planned Giving – holding reception on October 25, and he asked for additional \$75 for the event. Laurel moved that we fund this request from contingency, Ted seconded, unanimous approval, motion passed.

## **Final update on Youth Protection Policy – Susan**

Insurance company requires proof that FUUSN does a national background check and two references of employees and certain volunteers. In order to fulfill requirement, this has been placed into the Child and Youth Protection Policy. Discussion of the letters of reference; who can supply such letters. Susan will clarify further with the insurance company before a vote is taken, given that many members would not qualify. Discussion of those who might be grandfathered (i.e., have worked with children at FUUSN previously) and how far in the past this would extend.

## **Ops Council priorities – Susan**

- Susan had sent out prior to meeting.
- Laurel – how to communicate about finances more effectively to congregation should be high on list; reinforced by her attendance at the last Board meeting.
- Communications – issues with outdated website information to be addressed under this heading.
- Sharon asked for explanation of “Developing leadership team” priority – Susan and Laurel discussed. In the long-run, may be associated with nominating committee activities.

### **Update: FUUSN parking situation – Laurel, Ted**

- Discussed earlier in meeting.
- Sharon – question about whether Robert Korff could have valet parking for restaurant. Ted – it is up to the restaurant, but it would not decrease the number of parking places required by the city.

### **Update: Committee issues/reports**

- Review property insurance and liability coverage
- Communications – web updates
- November committee chairs meeting: review web; mention childcare request process
  - o Laurel – FUUSN offers childcare for many events, but very few parents take advantage. What to do? Judy – issue may be more of schedule conflicts than lack of childcare. Amanda – thinks it is part of larger phenomenon of all the demands on parents and children's lives.
  - o Discussion of childcare and whether there should be a written policy. Dani had written up childcare procedures last year.
  - o Discussion of broken coffee maker and possible replacement.
- Next month's newsletter article – Laurel will write up article about the Holiday Fair, due November 13. May also include report of committee chairs meeting.

**Thank yous** Chris O'Donnell and Cora for Ferry Beach, Paul Labovich for Habitat for Humanity.

**Meeting adjourned** 9:00 pm