

OPERATIONS COUNCIL MINUTES Final

Tuesday, June 15, 2021

Via Zoom online

Attending via Zoom: Susan Bartlett, Laurel Farnsworth, Jud Leonard, Karen Bottar, Eric Haas, Wayne Everett, Sharon Sisskind (7:15 – 7:30 pm), Demi Stathoplos (BOT), Erin Splaine, Amanda Graff, Linda Ross (asst clerk);

Called to order 7:00 p.m.

Invocation/Chalice Lighting/Reading - Karen

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.

BOT meeting – Sharon

- The Board voted to approve:
 - o Staff bonuses
 - o Jackie Rohan as GA delegate
 - o Increasing building reserve fund by \$100,000 from the operating budget
- Set dates
 - o BOT meeting dates for the year
 - o Retreat September 25
- Orientation for new members

Membership – Sharon

- The description of the membership coordinator position has been posted; no applicants to date. Wayne will be added to the search committee. She is willing to continue to chair the search.

- Replacement for Pat Rohan as Chair of Membership Committee – she has spoken to 6 people, all have graciously declined. She is continuing to work on it, considering co-chairs.

Elect Chair & Vice-chair

Jud proposes that Susan and Laurel continue as Chair and Vice-Chair, respectively; everyone agrees.

Approvals:

- May minutes - Jud moved to approve the minutes; Karen seconded the motion, 5 voted approval, motion passed.

Discussion of where minutes and Annual Report are posted online

- Annual report
 - Demi was concerned about a \$1,000 donation from Social Action that was not listed
 - This could be a comment brought up at next year's annual meeting for the minutes
- Green Sanctuary aka Climate Action Task Force - name?
 - Discussion of the difference in activities between the two

Staff Update

Amanda

- ADRE position is posted
- RE hosted a very nice end of year gathering at the Cove that everyone appreciated

Erin

- Thanked the group and staff for their work over the past year

Financial - no updates

B & G Issues - Laurel

- Status of air purification upgrades
 - Contractor thinks he will be starting next week

- o There will not be outside air brought in; recirculated air will undergo ultraviolet light treatment to kill microorganisms
- o Hopefully will be done by September, but not guaranteed
- o Susan suggested that Laurel start writing up information for the congregation on what is being done for air purification
 - Proposal for building occupancy information – Newton requirement
- o Code consultant needs to be hired at a cost of \$5,447
- o Another \$6-9,000 for LDA review of building
- o Money to come out of Major Maintenance budget line, will not be an overrun of budgeted amount.
- o Laurel moves that we (Chris for BOT) sign a contract with LDA associates for \$6,000-9,000 for the review of the building plans and \$5,447 for Code Red (code consultant). Karen seconds, unanimous approval, motion passes.
 - Rental questions: AA group; Sept. wedding rental. Everyone has been told that the building will not be rented until ventilation and building purification are completed. The previously approved August wedding will not be taking place.
 - Laurel, in previous years, has had a concert at her home for services auction. People have already purchased attendance at the concert from the last services auction. She would like to have it in the sanctuary so that people can be socially distanced, either late August or September. Discussion of the issue – consensus is that September is better, assuming that the building has been re-opened.

Reopening FUUSN building

- Considerations : when and how to re-open
 - o Susan – need to come up questions that need answering in order to come up with a decision. The decision will be made at the July Ops Council meeting.
 - o Discussion
 - § Jud – his thinking is that we should assume a September re-opening, pending any new issues.
 - § Demi – wondered if some immune-compromised members could be contacted to see what would work for them.
 - § Laurel – how do parents of children under 12 feel about them coming back
 - § Amanda – they are planning for an in-person return, allowing a lot to take place outdoors or in large spaces, e.g., upstairs Head Start room. Most children have been back in school for some time, and are ready to meet in person. Children are masked while in schools unless less than 3 years old. Suggested having some informal gatherings over the summer to get people used to being together.

§ Question about whether congregants could be socially distanced in the sanctuary; most thought not, based upon the usual number of attendees at services. Another idea was to space some congregants (e.g., one-half of sanctuary), others not.

§ What about the choir? They would need to be distanced.

§ Will distancing even be necessary by September?

§ Need to decide what is needed in September

- Streaming of service
- How will sanctuary be opened?

§ Erin – the first September service will be Sept. 12; wondered if we could find a place to hold service and coffee hour outdoors.

§ Summer get-togethers

· It was decided to have July and August picnic/events so that people could get together

· Pat Rohan to do a July membership picnic

· Ask Julia W and Saul L to organize an August picnic with Amanda

- Hybrid services
 - Jud will check on what is needed for streaming. – equipment and personnel.
 - Needs to know what is needed for the Sept. 12 service
 - Copyright issues for music and sermon - Susan will look into, speak to Erin.

The rest of the agenda below was postponed due to lack of time

Update: Committee activities

- Ops Council meetings: summer & year-round; BOT/Ops council rep at summer services
- Confirm RE, Finance, B & G chairs
- Web redesign
- GA delegates
- Others?
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Meeting adjourned 9:10 p.m