

## OPERATIONS COUNCIL MINUTES Final

August 26, 2021

Via Zoom online

Attending via Zoom: Susan Bartlett, Laurel Farnsworth, Jud Leonard, Karen Bottar, Wayne Everett, Erin Splaine, Anne Watson Born, Amanda Graff, Chris Krebs (BOT), Linda Ross (asst clerk);

Called to order 7:05 p.m.

### **Invocation/Chalice Lighting/Reading - Wayne**

#### **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:**

- By email, prior to meeting – Laurel, with Susan’s approval, sent an email on July 21, 2021, requesting approval for the following:
  - The choir will begin rehearsals on Wednesdays in August, two weeks from today. We would like to do this in the Parish Hall. Five voted yes by email, approved.
- July minutes - Laurel moved to approve the minutes; Wayne seconded the motion, 5 voted approval, motion passed.
- Susan spent \$300 out of the worship budget to rent the Cove for Sept. 12. Jud moved and Wayne seconded to increase the worship budget by \$300 to compensate for the rental expense. Five voted yes, motion passed.

#### **Staff Update**

##### **Amanda**

- Met with children’s RE committee last night (committee has new members) - discussed plans for fall classes. Members were supportive overall.
- Stephanie Kendall suggested separating the nursery and pre-K differently than what has been done in the past, due to which children can be masked. The nursery will be in the bunny room, no masks. Pre-K children will be mostly on the playground outside; they can be unmasked outside.
- Staff search – has had some colleagues interested but might need to re-configure position somewhat to accommodate their needs.
- Some interested in youth program administration; might consider an 8-hour position.

#### **BOT July meeting – Karen**

- Barbara Bates and Pat Rohan gave a primer on governance at FUUSN
- Discussion of the 8<sup>th</sup> principle and how it will be brought to the congregation

#### **Financial - Karen**

- First 2 months of FY 22 – looks good, income OK, no unusual expenses

## Reopening FUUSN building

- Air purification upgrade status
  - Largely done; 3 office units will be in next week.
  - Laurel will write an article for the newsletter giving more details for the congregation.
- Live streaming services - Jud
  - Hardware is here and is working, still needs to be installed
  - The operator's station will be in the back of the balcony. He needs to get cables to the crawlspace and then to the front of the sanctuary. A suggestion was made to consider hiring an electrician to do this, or perhaps the organ technician.
  - He will try to put the camera showing the congregation in the crown above alter; second priority.
  - Need to hire a sanctuary beadle to run the camera. Jud will try to write a job description and Amanda will circulate to youth and parents.
- Questions/considerations in reopening
  - Are we still OK to open on September 12? There will be a 45-minute service in the sanctuary, coffee hour at the Cove, 11-2. Discussion of whether masks should be required outdoors; consensus is that should not be required.
  - Discussion of distancing in the sanctuary
    - § Look to Newton school rules for guidance
    - § Newton schools had 3 feet distancing last year.
    - § Consensus is for distancing – people can sit either in every other pew, or at opposite ends of pews. People can sit with their “pod”. Exact distancing may depend upon the number of people in each “pod”.
    - § Erin hopes that people on the membership committee can be semi-permanent ushers to direct people and help guide them on distancing.
  - Discussion of singing
    - § Choir will sing (masked), but should congregation?
    - § Singing will not occur when children (likely not vaccinated) are present
    - § No hymn singing in multi-generational services; children will be seated in the back.
    - § For regular services, children will be seated in front so that they can come up for the story. They will exit through the front side door to outside or classrooms.
    - § To confirm: No choir or hymn singing while children are present.
  - Discussion of traffic to restrooms; may be an issue if there are children in the Parish Hall (bad weather).
  - Consensus is that FUUSN should start slowly with changes to make sure everyone is comfortable.
  - Zoom link for services has to reside with Ops Council account.

## B & G issues

- FUUSN has a signed lease with Dorshei, Pine Village, and Children's Theater

- Rental: New Philharmonia – see document with requested dates (non-profit rate for Sanctuary is \$750 plus \$150 cleaning fee)
  - Discussion of issue
  - Question about what time the Sunday rehearsals would be held; Laurel will contact them and clarify.
  - Consensus was to allow the concerts pending information about Sunday rehearsals
  - Rental rate needs to be determined; someone will find out what they paid the First Baptist Church for prior rentals.
  
- Other rentals
  - Lois Shapiro concert November 7 – OK
  - Yard sale October 23?
    - § Short discussion
    - § Susan will send an email to Ops Council members after Labor Day, after they have had time to think about it, to assess interest.
  
- Amanda
  - Coming of Age – can she require youth to be vaccinated? Or determine vaccine status of children?
  - Laurel moves to make vaccination for COVID a requirement for participation (youth and adults); Jud seconded; unanimous yes votes, motion passed.
  - Amanda is also requiring vaccination for all volunteers
  - Tents for use by children outdoors? Amanda will discuss with Laurel.
  
- Building occupancy information required by the city - Laurel
  - The second floor has a total maximum occupancy of 49 ( head start room, balcony, upstairs kitchen). .
  - Alliance room has a 49 people maximum
  - Need to develop signs and monitor attendance
  - Both of above limits are due to inadequate (too narrow) exit doors and stairs

### **Update: Committee activities**

- Ferry beach – There is a \$1,100 non-refundable deposit due.
- Newburyport UU will not be participating this year, so FUUSN would be responsible for full amount.
- The question was raised as to the total cost of Ferry Beach; no one was sure but guesstimate \$7,000.
- It was suggested to have Bill Dusetz conduct a straw poll to assess interest; Susan will be in touch with him.

Thank yous – Curt Lamb, Bob Persons, Lois Shapiro, Joan Caplan, Cathy Morocco for summer services.

**Meeting adjourned** 9:10 p.m.