

OPERATIONS COUNCIL MINUTES Final

March 21, 2023
Via Zoom online

Attending via Zoom: Susan Bartlett, Laurel Farnsworth, Jud Leonard, Karen Bottar , Wayne Everett, Eric Haas, RoseAnn Murray (BOT), Parisa Parsa, Devin Shmueli (after 7:30 p.m.), Linda Ross (clerk)

Called to order 7:00 p.m.

Invocation/Chalice Lighting/Reading – Parisa

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:

- Laurel moved and Karen seconded that the February minutes be approved. Unanimous approval, motion passed

Staff update

Parisa

- The contents of the history conversation have been uploaded to an online platform; hope to share with the congregation in a few weeks.
- Website revision is coming along; in final stages of design structure. Hopefully up by the end of May.
- The project to expand the use of Google workspace is beginning; may replace the password-protected pages of the website.
- Preparing for Anne's sabbatical
- She has been enjoying attending pledge parties

Devin

- Membership – he and Connie had a great meeting today
- 4 membership applications have been submitted, 2 are families
- Coming of Age had a spring retreat
- They had visitors from Depression Awareness
- Talked about what it means to be a member
- 6th and 7th graders went to Grace Episcopal Church and NewCity Church this month. The youth group at Grace Episcopal comprises 6th-12th graders and is very small. They are planning to meet occasionally with FUUSN youth, so that they can separate into middle school and high school age groups
 - The first such meeting is in April, when they will be discussing NBARC. Grace Episcopal is one of FUUSN's partners in NBARC, and one of their NBARC representatives will attend, as will Bobbie Sproat from FUUSN.

Report on February BOT Meeting - Karen

- Julia Huston approved as GA rep
- A new member was approved
- The website development was discussed
- The personnel policy committee has been re-populated; John Adkins, Betty Lenes; Lila McCain said she would help out.
- Devin reported on religious education and the pledge drive and how to involve RE; perhaps have pledge party
- Barbara Schmitt talked about the potential basement entrance and plans to rent the space. Need to have a soil study
- Hattie and RoseAnn reported on the history project
- Discussion about the new minister search
- Parisa discussed ways to improve communications
- Discussion about restructuring the Social Action committee
- Discussion about term limits
 - Ops Council positions, B & G, treasurer positions are hard to fill
 - No consensus from the congregational conversations as to what to do
- Breakfast, membership, social action committees discussed as to how to bring more members in
- Communications discussion
- Voted to have Parisa continue through next year

Financial – Karen

- February expenditures
 - Income -pledges continue to come in on schedule. Services auction raised \$17,000.
 - Expenses – nothing unusual in B & G; the finance committee has not yet dealt with downsizing the electricity budget. The miscellaneous contingency is the result of the checking account being hacked last year, and the resulting corrections. Laurel – the roof repair line item will be over budget due to the leak into the Children’s Chapel.
- There is a request from the Over 60s group for an additional \$125 for FY23. Laurel moved that the request be granted; Karen seconded; unanimous approval, motion passed.

Proposed FY 24 staff structure – Parisa

- Parisa discussed the staffing that was in the budget for FY23 and plans for FY24
- Director of Community and Family Ministry will continue, as will the Director of Music Ministry and the organist
- She would like to restore the position of Religious Education and Family Music Director (small role)
- Continuing the paid professional role for nursery coverage
- Addition of a half time communications and technology person. She will be working with the personnel policy committee to come up with appropriate compensation and will bring to the Operations Council
- Working to level fund staff for next year
- The question raised about what to do when Fran retires. Parisa has been asking her to document the things she does.

FUUSN Covid Protocols

- Updated metrics – numbers are continuing to go down. Suggestion to take down the suggestion to wear masks from the website; short discussion. Consensus is not to make any changes at this time.

Update: Committee activities

- B & G project updates
 - BOT approved hiring soils engineer as part of the proposal for a new basement entrance
 - Solar panels
 - § They are not the highest strategic priority for the BOT.
 - § Bob would like us to purchase them; however, we already use 100% local green energy through Newton Power Source.
 - § FUUSN is Trying to move to more use of electricity rather than gas.
 - § There are fewer incentives for a church as opposed to private individuals for purchase of solar panels.
 - § It would cost approximately \$100,000 to install solar panels; she would prefer to get the building rentable first.

RE FY24 Budget – Devin

- The RE budget has fluctuated over past few years, in part due to pandemic
- Nursery employee has been moved to personnel; amount deleted
- Some youth have been paid to be class aides – slight increase
- Operations – decreased; have not been spending budgeted amount
- OWL training for 2 teachers
- Biggest increase is for COA; will have 13 children next year. He is planning to change the COA program to 2 years
- Youth program unchanged
- Adult RE – increased due to Soul Matters speaker series
- Special events and worship – slight increase due to programs
- There was a question about whether we should be drawing the Thompson Island/scholarship fund down further. There likely will be several children who will need support next year. Discussion of the issue; Thompson Island trip will not occur every year in the future. No action at this time.
- Laurel moved to approve the RE budget with the caveat that the budget drive comes through; Jud seconded; unanimous approval, motion passed.

Thank yous – Gayle Smalley and Kevin Osborne for showing and posting the Gerry Krick video.

Meeting adjourned 8: 18 p.m.