

OPERATIONS COUNCIL AGENDA

Tuesday April 18, 2017

Children's Chapel, 7:00 P.M.

The meeting was called to order at 7:00 p.m.

Attending: Susan Bartlett, John Brennan, Judy Curby, Kate Mason, Erin Splaine, Laurel Farnsworth, Andrea Kelley; Karen Davis and Karen Burns from PPC, Linda Ross scribe
Invocation/Chalice lighting John Brennan

Covenant

As we, the members of the 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

March minutes – Judy Curby moved, Kate Mason seconded motion to approve, all voted to approve.

Staff Update

Erin Splaine – sadly, have lost members and friends recently, have been holding a number of memorial services.

Pledge parties ended about a week ago; she made it to all except when she had the flu. Pledge amounts looking close to the amount needed for the budget.

Curt Lamb should get thanks for organizing summer services.

Adult faith formation task force has finished its work. She and Rowan will be meeting to decide where to go next.

She is thinking about starting a Worship Arts Committee (or a committee with a similar name) to address those events that need liturgical underpinning.

Conversations are ongoing on listserv re issues at UUA. She will have another meeting on April 30 after service to discuss.

Radical Preemptive Inclusion workshop will be held on May 7, 12 noon-3 pm.

It was mentioned that there was recently an issue about families being asked to leave the Sunday service because their children were talking/moving around. There is need to acknowledge the needs of others as well, e.g. those who cannot hear, those who cannot appreciate service because of disruption. There was discussion of this issue and suggestion to address it further at another time.

PPC FY18 budget request

Karen Davis and Karen Burns from PPC presented the preliminary report on personnel salaries for FY18. There was extensive discussion of how salaries were arrived at; a handout was distributed with that information. There was discussion of those who might be considered for a salary bump and/or bonus. There was some discussion of other benefits, and the possibility of offering a "cafeteria option" of benefits at some point in the future.

Report of BOT meeting

Andrea Kelley gave report from having attended BOT meeting. The Board had a discussion of developing a method of maintaining institutional memory and archiving records. The Chair of BOT generally only serves one year – there was discussion of succession models.

Erin Splaine – plans to hold a “financial summit” - goal is to find a date for a retreat for financial people to discuss who does what and why, to minimize tensions between people and different constituencies.

Financial

Review year-to-date spending – Laurel Farnsworth and Judy Curby – seem to be on track, hope not to have to borrow money from endowment for sabbatical expenses. Laurel - looking ahead – next year could be the year that the surplus goes away.

Budget preparation schedule – see below*

Update: Committee issues/reports

Ramp update – Laurel Farnsworth – she is asking for up to an additional \$2,000 for design and planning for finishing pathway work around the building and adding some lights around the front of building. This will include the exit from the bulkhead. Laurel moved to allot the \$2,000; Judy Curby seconded that motion. Motion passed unanimously.

Newsletter columns (May, due May 9 – subject to be discussed by email; June- due June 6)

Parking - Ted Hess-Mahan & Rockport Shoes parking garage. Andrea had contacted Ted, but he thinks it unlikely that we will be able to share parking there.

Erin Splaine – there is a need to put money into next year’s budget for childcare for events before and/or after services. Laurel noted that there is a conflict on April 30 between meetings of the Legacy committee and the racism teach-in. A suggestion will be made to change the date of the Legacy meeting.

Thanks to go out – to Curt Lamb for summer services. Dwight Golan for fixing pews at request of Laurel; and to Nancy Mattei and Sarah MacGaffey for Easter egg hunt.

Meeting adjourned at 9:05 p.m.

* Budget schedule:

May 2: Finance meets to put together the entire budget

May 11: Ops council meeting to review the budget. Finance presents and interested board members attend

May 18: BOT meeting - Ops presents budget to board; Susan presents summary (developed in the week between Ops and board meetings) and Karen or Brian attend to answer any specific questions

June 4: Annual meeting