

## OPERATIONS COUNCIL MINUTES Final

Tuesday, March 16, 2021  
Via Zoom online

Attending via Zoom: Susan Bartlett, Laurel Farnsworth, Jud Leonard, Karen Bottar, Eric Haas (after 8:15 pm.), Sharon Siskind, Amanda Graff (after 8 p.m.), Christine Lookner (BOT), Erin Splaine, Linda Ross (asst clerk);

Called to order 7:00 p.m.

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

#### **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:**

- February minutes - Laurel moved to approve the minutes; Jud seconded the motion, unanimous approval, motion passed.
- By email, prior to meeting
  - Internment of Judy Zacek's urn by her daughter Natalie
    - § Laurel made a motion to approve Natalie entering the Sanctuary with Erin for internment of her mother's ashes, Sharon seconded, 5 votes yes, approved
  - Chime concert by Jenny Xia and Robert Feldman
    - § Robert Feldman requested that he and Jenny be allowed to chime on March 14
    - § Five votes yes, approved

#### **Staff Update**

##### **Erin**

- Her focus has been on the budget drive and how to support it
- Staff has been having the conversation about how things will work when the congregation returns to the building
- How will people's vaccination status play into who enters the building and interact?  
– e.g., who can teach in RE

##### **Amanda**

- Youth coffeehouse is being planned
- She is thinking about what fall RE will look like, especially since children will likely be back to school in person

#### **Report on February BOT Meeting – Jud**

- Much of the meeting was spent on a strategic vision for FUUSN

- Discussion of board steps and initiative to promote racial justice
- Discussion of communication with the congregation about what is going on with the Board
- Discussion of having a re-evaluation of how FUUSN does social action

### **Financial - Karen**

- Review February expenditures
  - Pledge income coming in fine, already getting some income for next fiscal year.
  - PPP loan #2 came in for \$77,192 (income)
  - Have not yet heard from SBA about forgiveness on first loan but paperwork has all been submitted.
  - Funds were moved from the building reserve which was in the endowment for roof replacement
  - We are close to the budgeted amount for snow removal
  - Major maintenance
    - § \$55,000 in budget
    - § Now shows \$195,045 – includes roof
    - § A deposit has already been paid to the roofers for materials
- Status of COA funds held by BOI
  - 3 different funds
    - § Parent fund \$1,382
    - § Scholarship fund \$9,300
    - § Thompson Island \$2500
  - Scholarship fund is money left over from when parents paid for RE
  - No restrictions on funds
  - Could be used to help fund RE program next year

### **RE FY22 Budget – Amanda**

- Susan had emailed the draft budget with the agenda
- There will be 7 youth teachers who will be paid to teach
- Nursery
  - May need to hire someone since Greg Sullivan has moved away.
  - Discussion of how many people will be needed to be present in nursery; consensus is 2 adults, based on safe congregations' guidelines .
- New computer for assistant director (old one died)
- Need to train 3 new OWL teachers

- 8-10 candidates for Coming of Age
- She hopes to offer Wellspring, an adult faith-based program (about \$700).
  - Year-long program that combines the benefits of small groups with RE
  - First year – retreat in beginning of year
  - Helps people to connect

Jud moved approval of the proposed RE budget; Sharon seconded. 5 yeases, motion passed. The RE budget will be submitted to the BOT.

### **Update: Committee activities**

- March 28 giving Sunday
  - In the afternoon, people can come by and drop off pledges in person (outdoors)
  - Free T shirts to first 25 people
  - Food (snacks)
  - Music outside – canned, or Bob McWilliams offered to play if over 50F
  - Considering having families walk through the sanctuary (one-way), and perhaps other areas of building (one-way). The idea was stimulated by some children missing the building.
  - Christine
    - Children like the upstairs room
    - Laurel – to visit this room, people could come in the front door, go up the stairs, across through the upstairs space, then out through the Parish Hall door.
    - For walking through the Sanctuary – come in the back door, walk through the sanctuary, then out though the Highland Street door.
  - Jud
    - He had expressed concern previously about walking through the building because of the risk of having infected person exhaling. The CDC has said that it probably takes more than 15 minutes in an enclosed space to become infected, so he is OK with it.
    - Discussion of what type of music – singing vs not singing – noise from the Pike is an issue for live singing. Consensus is to ask Ann Watson Borne what she can arrange.
- Membership, including directory, chair, search for new membership coordinator
  - Directory –
    - There was a lot of email discussion among the congregation several weeks ago about having a printed directory, but this has died down.
    - Sharon had asked Fran how many people had asked her for a printed directory Fran has not yet responded.
    - Discussion of having a printed directory available
      - Consensus – a printed directory will be made available to those in the email chain who expressed strong interest in wanting one.
      - Note – the printed version from Realm is not at all like the old directory, so they may not be happy with it.
    - Charging for printed directory – consensus was \$5 to cover some of the cost.
  - Membership chair
    - Pat Rohan is stepping back, but will help orient the new person

- Short discussion of possible people to replace him.
- Rosemary will not be back in the fall if we are not still virtual (she is now living in Pennsylvania).
  - This position will need to be advertised and filled
  - Probably best to start advertising this spring.
  - Jud recommended that we be more proactive in establishing a search committee.
  - Sharon volunteered to chair the search committee.
- Web redesign - Jud
  - He feels we need a small committee to be able to make decisions about the web site. He is willing to be on the committee but needs someone who has graphic design skills.
  - Laurel suggested a couple of people, Jud will contact.
- GA delegates
  - Jud – Bobbie Sproat may be interested in being the 3<sup>rd</sup> delegate.
- Hybrid services
  - Brief discussion
  - Music and associated copyright are issues; also copyright for readings and sermon
  - Public vs personal use
  - Ann Watson Borne is looking for legal clarification
  - Jud – hybrid meetings should be included
  - Discussion will be put on the agenda for the April meeting.

**Thank yous** –.none.

**Meeting adjourned** 9:00 p.m.