

Parish Committee Agenda
First Parish Unitarian Universalist of Arlington
August 27, 2019

Present: Steve McMullin (Chair), Marie Meteer (Vice Chair), Celia Wcislo (Clerk), David Klingsberg (Treasurer), Maggie Carey (Parish Committee Member), Tom Estabrook (Parish Committee Member), Sara Galantowicz (Parish Committee Member), Paul Hollings (Parish Committee Member), Anne Quaadgras (Parish Committee Member), Marta Flanagan (Minister), Tina Schultz (RE Director), Alan Linov (for the Climate Action presentation).

Call to Order (Steve)

Three minutes of silence (let us bring our best selves to this meeting)

Reading and Chalice Lighting.

Check In;

Vote # 1, Discussion). Consent agenda: Minutes and Year End Financial Report and Observations:

David Klingsberg reported an end-of-year surplus of \$64,000. Income was up by \$16,000, and expenses were under. While payroll was low, but benefits were higher, that was because Aisha qualified for benefits during the year and took them. Most line items are close to this year's budget. They have been conservative on income for this year. Going forward most committees will not have reserve accounts for unspent funds, with exceptions as needed. It was suggested that the assistant treasurer could work with committees about funding. It was requested that we discuss the use of the general fund surplus (about \$132,000) at the upcoming retreat. It was requested that footnotes be added for charges such as consultants. Next month David will present July and August monthly reports

7:45 (Discussion/Update) Climate Action Working Group

Presented by Alan Linov: The Climate Action group has been meeting for 2 ½ years. It has a steering committee of 12 that meets every other week, with 50 people on their action list. They are looking towards state legislation this year, with a training and educational meeting Oct. 20th. They have been focused on composting and a campaign to opt for local renewable energy. There is a student lead Global Climate strike on Sept. 20th, where youth have asked adults to support it. It's still unclear how our church can best support the strike. To bear public witness to this climate strike, the CAWG is asking permission to put up a banner in support of the strike. The CAWG is thinking of planning an action around noon on that day.

Vote 2. Climate Action Banner. Motion passed unanimously

BREAK

(Discussion). Website, (Marie).

Marie presented a working version of the new website, which will hopefully be live by ingathering. The primary audience for the website is newcomers. IT has fewer words, more photos, less overwhelming information and accessibility (using HTML format so text can be read aloud). The church will now have its own Google suite for storing all documents. Sarah is now taking over from Leigh for work on the e-bulletin.

(Discussion). Minister Update, (Marta).

Rose Sawyer marsh if now hired to be the youth group leader.
There are 6 big areas of work before us this year:

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- 1) We will become a teaching congregation with Chole B (last name?), helping to shape her idea of ministry in a church. She has been a chaplain and MGH, and we will need to help her learn how to relate church leadership and staff.
- 2) Second minister search. The committee has been meeting every other week. The biggest priority right now is to get the congregational survey done. It will be sent out by email, and 200 responses are needed. The deadline for the survey is October 1.
- 3) Office staff redesign. Joan Dwyer is planning to retire sometime between January and June. She has been helpful and willing to ease the transition. It also coincides with the ending of the Executive Assistant position. The Human Resource committee is tasked with what the two new positions should look like and do. There is not enough money for 2 full-time positions.
- 4) We have known for a while that our lay leaders do not get enough support or training. Over the summer Marta tasked Kiki to develop an experimental Program Council of key program leaders that will meet 4-8 times a year. The goal is to be both educational and collaborative. It will eventually need staff support (possibly on of the ministers), but for now Kiki has agreed to staff it. The initial group chairs will come from RE, Music, RJCC, Social Justice, and Star, but will be open to others. Question was raised about what relationship the Council will have to the LDC. Kiki is reaching out to them.
- 5) Promoting Racial Justice: The RJCC has been working for 3 years and was given a 4th year to its charter. We need to help vision what's next. Maybe a celebration. Should it be spun off to another group. RJCC and Climate Action are the 2 groups that show the most church participation. It was raised that any thinking we do on Racial Justice work should be done collaboratively with the RJCC.
- 6) Keep ministry sustainable: This will be a heavy year for Marta and she is raising it as a concern. She would like Parcom to be allies and helping people know that she is tapped out with work, and we need to be an ally in her needing to say "no" to new projects.

Retreat, goals for next year:

The main purpose of the retreat will be to get to know each other, some education on the role of Parcom, here an update on the second minister search, and be introduced to our ministerial intern. It will be on Sept. 8th, from 12-5 at Marie's. Lunch will be provided.

Close

Attachments: June Minutes, Financial Documents.

MOTIONS

1. Motion made and seconded to pass the consent agenda by Paul H. and Anne Q. Motion pass unanimously
2. Motion made and seconded by Paul H. and Celia W. to post a banner on our lawn supporting the Climate Action strike. Motion passed unanimously.

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Parish Committee Minutes

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June 11, 2019

Present: Steve McMullin (Chair), Marie Meteer (Vice Chair), Celia Wcislo (Clerk), David Klingsberg (Treasurer), Maggie Carey (Parish Committee Member), Tom Estabrook (Parish Committee Member), Sara Galantowicz (Parish Committee Member), Paul Hollings (Parish Committee Member), Anne Quaadgras (Parish Committee Member), Marta Flanagan (Minister).

(1) Consent agenda. *The members of the Parish Committee voted unanimously* to accept the consent agenda, which consists of the agenda, May 14 and May 19 minutes, and financial documents.

(2) David Klingsberg (Treasurer) update on finances.

- We drew down \$4,000 from the Executive Assistant fund for the first time.
- We had a \$80,000 surplus at the end of May mostly because of personnel being underbudget. David is predicting it to be a \$50,000 surplus by end of June.
- He would like to keep \$50,000 in the General Reserve Contingency Fund. We currently have \$80,000 in the fund, with an expected \$10-12,000 to be paid for outstanding kitchen remodeling expenses.

(3) Delegates to General Assembly. A request by Wendy Page to attend the assembly as a credentialed (voting) member was discussed. There is no financial contribution from First Parish. After some general background for new members, a motion was made and seconded to credential Wendy Page. *Motion passed unanimously.*

(4) Request from the Committee on Ministry. A general background on the COM was given by Marta for new leaders. The COM is down one person and is requesting that they be allowed to add one new person. Following the established policy, Parcom reviewed four potential leaders and gave them rankings for the COM to consider in their outreach. The term is for 3 years. Maggie Carey will let John Anderson know the outcome.

(5) Property committee request for funds to replace the flat roof. The flat roof is at its 30-year life limit, and leaks have been needing repair. The first 2 estimates that the Property Committee has received estimate it will cost about \$65,000. They are awaiting one more bid. After a discussion about whether to proceed this August or next August, there was a consensus that it was better to act now and avoid future problems. A motion was made and seconded that: *“Parcom authorizes monies for the replacement of the flat roof this August, with \$45,000 coming from the Capital Infrastructure Fund (pending the Trustees approval), and up to \$30,000 to come from the General Reserve Contingency Fund”*. *The motion passed unanimously.* Steve McMullin and Mike Birenbach from Property will go talk to the Trustees about this.

(6) Marta’s update and Mariposa discussion were postponed due to lack of time.

(7) Overview for Parcom on our role and responsibilities (Appendix A). The committee read through the document Marta handed out. Marta put this in the context of we are now the 3rd largest UU church in the Boston area (out of 35) and need to carefully reconsider our role as Parcom in light of the size of the

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congregation. Some highlights of the paper were focusing on the strategic rather than reporting on details. Examples of where we've succeeded in this is in setting up the turning outward committees, including the SJCC, Strategic Committee, and Action Sunday. at

(8) Meeting schedule (Appendix B). A draft schedule was distributed. All dates will be confirmed at the August meeting. Steve has sent out a doodle poll for the date of the Fall retreat.

The meeting adjourned at 9:15 p.m.

Draft minutes submitted by Celia Wcislo, Clerk

Upcoming hosts: none assigned; date of August meeting was set for August 20th but might need to be *rescheduled* because several people are out of town.