

Standing Committee agenda - Minutes

September 19, 2018

Voting Attending: Kathy Richardson (Chair), Phyllis Preston (Vice Chair), Sue Kiewra (Co-Treasurer), Judy Murray (Co-Treasurer), Jennifer Edwards (Clerk), Patty Cameron, Terry Currier, Steve Forcucci, Mike Hyde, Rebecca Keller, James Pidacks. Sheila Puffer

Non-Member Staff: Alison Streit Baron

Ex-Officio: Reverend Heather Janules, Marianne DiBlasi

1. Opening words - Phyllis
2. Check-in
3. **Consent agenda** – Motion to accept all items as submitted was seconded and approved.
 - a. Standing Committee minutes of August 15
 - b. Executive Committee meeting September 12
 - c. Treasurers' report through August 31
 - d. Staff reports
 - e. Committee reports
 - f. Email votes: approved Terry Currier to fill Betsy Bowles position on the SC; approved hiring 5 RE people; EX voted to approve 3 banners (for the Sol y Canto concert, a general fall welcome banner, and a Music Sunday banner).

4. **Review conflict of interest policy**

https://www.winchesteruu.org/wp-content/uploads/2017/05/SC_Conflict_of_Interest.prn_.pdf

Mike Hyde gave some context to the original document which was voted on 7 years ago. It is supposed to be approved every year. All agreed verbally to abide by it as written.

5. **Committee chairs' meeting being scheduled**

SC confirmed the list of chairs, which does not include annual committees. A meeting will be held on Wed. Oct 24 for chairs or their designated representatives to talk about how committees might cooperate and share information.

Nominating Committee needs to fill one position, preferably a parent of a child in the choirs.

6. **WUSYG service trip policy; status of 2019 trip**

First meeting of YAC to be held the same night at this meeting; they plan to work on the policy over email. The trip this year is a local one, within a 5 hour drive.

7. **Child care policy – Has RE had a chance to review?**

Not yet.

8. **ERC summary of exit interviews with RE staff (for Standing Committee and RKM only)**

SC had a brief discussion about the report, commenting in particular on the inconsistent and low attendance of RE morning programs.

9. Rebecca's sabbatical

- a. Review of proposal – no one had any concerns about the proposal as written. Comments in particular focused on her plan to investigate the decline in attendance. SC is required to approve the proposal; James motioned to approve the proposal; seconded by Sue; all approved.
- b. Status of finding lead teacher to serve in her absence -

The job description has been posted since June; the challenge is getting people to apply. Some suggestions for action included taking it down and reposting (to refresh the post date); possibly find someone qualified in congregation on a temporary basis who can work with Rebecca before she leaves; and/or post at local colleges with an Education program.

There was also a brief discussion of the RE curriculum, which is available on the website. Heather gave some context in that the curriculum is moving toward something more structured than in the past few years. There was some concern about registration being only available online and that it limits any walk-ins; perhaps a laptop or tablet can be made available for onsite signups.

10. Money matters

- a. Update from treasurers – 1) The Trustees have released \$60,000 from Meyer Fund for use by the Building Committee for repairs/improvements. This is currently in the WSB Now account, but will be put in a 6 month CD. There is a new Balance Sheet account called Hardscape Upgrades; 2) Over \$20,000 in outstanding pledges were received before the fiscal year end. Sue thanked everyone for reaching out to members. The outstanding pledge amount is down to approximately \$7,000 as of 9/17/18 and payments continue to trickle in; 3) The treasurers haven't closed the books yet but there will probably be a budget surplus of \$25,000 as expected, due to savings from changes to Rebecca's health insurance plan and Jenny's salary.
- b. Pledge campaign leadership -- Rebecca has 3 names to contact; she really needs some help for continuation as she is rotating off, preferably someone good with marketing, or maybe someone who recently retired. Send suggestions of names to Rebecca. Pledges account for about 60% of the total budget.
- c. Fundraiser leadership – Fundraisers run on a 3-year rotating schedule. This year is the rummage sale in early June as part of Winchester Town Day. To date, no one has volunteered to lead the project. There was a discussion of the profitability of dine-arounds, rummage sale, and auction. Patty noted that Betsy has notes from the last rummage sale. Heather related a story about another church who hired someone part-time to run their sale and suggested a possible name for our sale.

11. Co-sponsor Panel Discussion proposal

Judy motioned to “approve co-sponsorship with Follen UU Church and First Parish UU Church, both in Lexington, of a panel discussion on Raising Anti-Racist Children to be held on 10/21/18 at the Lexington Diamond Middle School and to approve \$500 in financial support to defray honorarium expenses for Rev. Liz Walker who will facilitate the event. The \$500 will come from

two sources: \$255.16 from the Other Outreach non-operational fund and \$244.84 from the FY19 Special Projects/Vision Initiatives budget line.” Motion was seconded and approved.

12. Upcoming dates

- a. Sept. 22, retreat, 8:30 a.m. at the Willows
- b. Sept. 30, Standing Committee commissioning during the worship service, 10:30 a.m.
- c. Oct. 10, Executive Committee meeting, 7 p.m.
- d. Oct. 17, Standing Committee meeting – need volunteer for opening words - Patty

13. Gratitudes

- a. Magees for hosting the WUSYG opening barbeque - Patty
- b. Fritzie Nace for organizing yard work day for Costas family - Sue
- c. Kristine Kamikawa for designing the membership brochure – Steve

14. Other Business (without Alison)

Judy motioned to “approve a net \$1000 bonus for Alison Baron, administrator, in recognition by the congregation of her dedication and extra effort covering both her own and the assistant administrator’s tasks during Jenny Goh’s unexpected and extended absence. Gross expenditure of approximately \$1,300 to cover the bonus and tax-related expenses be funded from the FY18 operating surplus. This bonus will not be included in calculations of Alison’s WUS employer retirement contribution.” Motion was seconded and approved with 1 abstention.

Respectfully submitted by

Jennifer Edwards, Clerk