

Standing Committee Meeting November 14, 2018 Minutes

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

Ex-Officio: Reverend Heather Janules, Alison Streit Baron, Marianne DiBlasi

Absent: Steve Forcucci, Sheila Puffer

Guests: Sarah Milt, Sam Wilson, Roofus Hoffman

1. **Opening words** – Phyllis
2. **Check-in**
3. **WUSYG spring trip proposal & latest draft of guidelines** –

Sarah Milt presented the proposal to the Ferry Beach UU Retreat Center in Saco, Maine, April 15-20, using the trip proposal guidelines. The focus of their service will be cleaning up the beaches and planting seagrass to stabilize the dunes. The issue of Climate justice was the top vote-getter in the youth group. This is the first time Ferry Beach has hosted a youth group outside of their usual summer camp schedule; they are very excited about this and plan to offer the experience to other groups during April vacation in the coming years.

Sam Wilson reviewed the proposed costs to families and a total fundraising goal of \$4000. Sam will be discussing with YAC to increase the fundraising goal to build a pot for next year. Sam asked specifically about the budget in answer to the question in the guidelines “What does the congregation need to get behind the trip?” Answer from SC was to be more transparent with the budget.

SC thanked the subcommittee for all the work they’ve done to put this trip together. Sarah plans to share the Google doc spreadsheet with all the research of potential trips they’ve gathered for future reference.

Motion was made to accept the proposal as presented; all approved.

4. **Consent agenda** -- motion to approve all items was passed
 - a. Standing Committee minutes of October 17 from Jennifer
 - b. Executive Committee meeting November 6 from JenniferItems of particular interest were noted:
 - Fee waiver for NAACP event in January
 - Office of Church Finances at UUA issued a draft of a letter of agreement template; once issued, COSM and SC (if they want), can compare the template with Heather’s current agreement.
 - c. Staff reports from Heather and John K 11/11
 - d. Committee reports from Alison

e. Treasurers' report from July 11/11

5. Ordination of Deb Morgan Bennett

a. **Warrant for Dec. 9 congregational meeting** – At the October meeting, SC approved to ordain. Motion to approve the warrant wording passed. Heather will follow up with Deb concerning her home congregation in Pittsfield.

b. **Financing ordination** – In the past we have paid the costs for ordination; costs were \$1500 in 2015. The Stewardship & Finance Committee felt that up to \$2000 seems reasonable to budget (speakers, singer, etc.). Judy found the money in the Contra fund with a leftover balance of in-and-out funds. Motion to offer Deb Bennett up to \$2000 from the Contra fund to pay for ordination was passed.

6. Money matters

a. **Legacy giving plans** – There was a webinar presented by UUA on Nov. 14 (**to be repeated on Jan. 12**, which will also be archived for later viewing). Sue, Patty, James, and Judy watched it and shared their impressions of the 2-hour presentation, which they deemed well worth it as an introductory informational session. Some key take-aways included liking the premise of just talking about it and having information for people to consider, offering a % rather than set amount, the option of having a contingency letter (doesn't have to be in a will), having the mindset of gratitude for what people do for the church, that it can be tailored to individual congregations, and can be merged with end-of-life conversations. Sue felt that Dave Kronberg has done a good job of making us aware of everything that was shared in the webinar. One area not addressed was how to introduce it to the congregation without competing with capital campaign and/or annual fundraiser drive. Discussion centered on rolling out the legacy brochure, which needs continuous publicity such as a series of small events and section in Highlights. Stewardship & Finance Committee will need to take this on from Dave before he moves away.

b. **Update on drainage/hardscape project finances** – Church members took a vote at the last congregational meeting (May 2018) to approve taking \$60,000 from the Meyer fund to fix the parking lot; turns out Chuck's estimate was low, will need another \$25,000. He is still working on getting estimates and defining the scope of the project.

c. **Fundraiser leadership** – No leader found yet. At the EX meeting, there was a suggestion to just sell hotdogs, maybe pie too for Town Day outside of the rummage sale. This is still evolving.

7. SC role in marketing efforts -- Patty

Patty shared a document of ideas that she extracted from the Marketing Report that might fall under the purview of SC, e.g. brainstorm community connections to capitalize resources in congregation from other communities, use them as ambassadors. She suggested having a publicity committee or have someone whose role is to market / publicize WUS so that we can be more intentional about how we present ourselves to communities, and handle external media. Alison has collected reports from past years in this area. Heather shared an example from Gloucester where the board wrote a letter to the local paper about "Yes on 3" and provided yard signs, which was very effective. Mike suggested publicizing all the meals we share, e.g. potluck, spaghetti dinners, breakfast for visitors & newcomers. Patty asked that liaisons share relevant items with their

committees. Patty also recommended that Membership Committee take on the leadership of open meetings for the entire community about the WUS name and whether to change it or not. Alison suggested that the question and several viewpoints be put out ahead of time to give people time to reflect on it.

8. Operations analysis update

Heather and Kathy had a video conference with David Pyle. They have not heard anything further from him yet. Kathy was impressed with him and hope he can help guide us through exercises to help us make hard decisions with budget next year. Nothing has been planned before the holidays.

9. Role & responsibilities of SC – Heather

Heather gave a shortened version of her planned retreat presentation on how Ministry and Governance intersect. As board members, we have responsibilities beyond our own interests to the community and should think about how we represent the community and as well as the board. She led a case study discussion about how to handle criticisms heard in various scenarios. Key takeaway is that the Board is part of Ministry – get to know newcomers, interact with community, get involved in other activities beyond SC. She also gave us a handout on “How to think like a board member”.

10. Hiring sabbatical lead teacher

Terry Currier left the room for this discussion. She has volunteered to serve as the Lead Teacher during Rebecca’s sabbatical. She has spent time with Rebecca to learn responsibilities. The general policy is to not hire members, but it has been done in the past; and since this is a 5-month temp position, SC agreed it would be okay. Motion to approve the employment documents was passed, with the understanding that she will step down from SC during the period of employment. SC agreed that another SC member will be assigned as liaison to the Social Outreach committee but that Terry can still participate in committee’s activities.

11. Other?

- a. **Guidelines for hanging American Flag** – Alison received rules for hanging the flag that came with it. This came up because on Monday, when the Veteran’s holiday was observed, no one was in the office to hang it. James agreed to lead a task force to look into the issues; it was suggested to ask any veterans or others concerned with flag etiquette to join the group. He will come back to SC with recommendations. SC agreed to not hang the flag until we have some clear guidelines. A suggestion was made to have a board in Symmes to allow people to weigh in on the American flag and rainbow flag options.
- b. **Town Safety Office** in Winchester is planning a meeting on Jan. 7 with congregations in town about emergencies, active shooter contingencies, etc. Heather, Alison, Chuck (building committee), and Steve (designated board member) plan to attend.

12. Upcoming dates

- Dec. 9, Special congregational meeting at 11:30 a.m.
- Dec. 12, Executive Committee meeting, 7 p.m.
- Dec. 19, Standing Committee meeting – need volunteer for opening words / Steve

13. Gratitudes

Tyson Kamikawa (& father-in-law) and Chuck Khuen (& James), sound system - Rebecca
Kathryn Maffei, organizing concerts for many years - Sue
Hayley Wegner, leading FunFest - Patty
Swati Mukherjee and Zareen Araoz, presentation on Diwali - Kathy
Margen Kelsey, facilitating trip to Royall House - Judy

Respectfully submitted by

Jennifer Edwards, Clerk