



**Minutes
Parish Board Meeting**

**Special Meeting on Budget
April 7, 2021**

Present: Karla Baehr, Janet Britcher (chair), Alfred Brownell, Emily Cherry, Micaela Coady, Jen Guillemine, Steve Pratt-Otto, Margaret Williams, Bob Williamson, Rev Lisa Perry-Wood

Chair Janet Britcher opened this special meeting on budget planning for CY 21-22 at 7:04 with a chalice lighting and reading from Rev Lisa, *Spring Morning* by Marian Stobel.

We each briefly checked in by sharing one word or phrase that captures “our spirit”.

Ministers’ and DRE’s Reports – deferred from April 3rd

Rev Lisa explained that Laci is trying out a new format for her monthly report and is seeking feedback. Members discussed DRE expectations and asked about strategies for expanding the First Parish community by engaging more families with RE especially with activities to engage youth after the Challenge experience.

Rev Lisa offered highlights from her monthly minister’s report (attached)

Budget Process (Goal #7) Margaret, Steve, Rev Lisa

Treasurer Margaret Williams reported that the Finance Committee has worked with Rev Lisa and Bookkeeper Adam Berman to complete twelve (!) iterations of the budget they are recommending for FY 22. She presented a draft of a powerpoint presentation designed to explain the budget to the Board that can also be used in congregational meetings. Board members posed clarifying and probing questions. Board discussion focused on several questions posed by the Finance Committee:

- The budget for “Building repairs and small projects” is proposed to be reduced by \$14K. Can those costs be absorbed by the \$40K annual allocation for larger capital projects?
 - Board decision: restore \$14,000 to the Administration budget
- The committees focused on social justice (RJAC, IJC, Climate Justice) are proposed to be level-funded AND each will get opportunity to decide how to allocate two (2) collection “plates”. Is that OK?
 - Board decision: yes
- Should funding for the Board remain at \$1,500 or be reduced to \$500?
 - Board decision: get more information about what the Board has spent the funds on in prior years
- \$5K is recommended for outside help in moving the congregational discussion/decision about addressing sustainability.

Called by Love, Sustained By Community, Committed to Justice

We strive to be a welcoming, diverse and loving congregation that nurtures spiritual growth for individuals and families, celebrates multicultural community, and works together to demand social justice, dismantle racism, and care for our living earth.

- Board decision: yes, as a placeholder while we explore lower cost options with UUA
- What can we do to support raising \$15K from fundraising activities by the congregation?
 - Some members expressed concern about the realism of the fundraising goal given our history of failing to meet fundraising goals.
 - Rev Lisa and others described plans already in place for the auction and how those are different from recent years' planning and level of enthusiasm.
 - Michaela agreed to be liaison between the Board and auction committee in order to "hold the Board's feet to the fire" regarding ensuring a successful auction
 - Alfred, Steve and other members volunteered to provide support, as needed

Congregational Budget Meetings in April and May

The Board discussed the upcoming congregational meetings. Margaret explained that the following will be available for the meetings:

- FY 22 Line item budget with FY 19 and FY 20 comparison and notes explaining variances
- An FAQ document
- Updated FY 22 Building Blocks document
- Updated Slide show

Board members discussed plans for Finance Committee members to provide "training" for each of the Board member teams that will be presenting at the Congregational meetings.

Board member teams for the community budget meetings:

- April 14, 7:00 – 8:30 PM: Emily, Micaela, Steve, Bob
- April 29, 7:00 – 8:30 PM: Jen, Karla, Bob, Janet
- Saturday 5/1/21, 9:00 – 10:30 AM: Janet, Bob

Bob reminded the Board that it has the responsibility under the Capital Investment and Expense policy being piloted this year to respond to the proposals for 1) Solar Panels from Climate Justice and Buildings and Grounds, and 2) next year's planned capital projects from Buildings and Grounds. At the meeting in May the Board has to be prepared to reach consensus on these proposals, and decide how and if to propose them for inclusion in the annual meeting agenda.

Reminder: Minister Annual Performance review – deferred from April 3rd

Janet affirmed the Board's commitment and responsibility to provide our Senior Minister with feedback. She explained that the deadline for feedback is April 27th with April 27th at 4:00 set aside for a voluntary "together-apart" time to complete the feedback form.

Next Board Meetings

- May 5, 2021 7:00 – 9:00 PM
- Annual Meeting 5/23/21 12:30 – 2:30 PM
- June 6, 2021 1:00 – 3:00 PM
- **To be Rescheduled:** the Old board-New board visit scheduled for June 18th needs to be re-scheduled. Bob agreed to conduct a Doodle poll to find a new date.

Janet adjourned the meeting at 9:02pm.

Respectfully submitted

Karla Baehr, Board Clerk