

**FIRST PARISH BROOKLINE
PARISH COMMITTEE MEETING MINUTES
June 2, 2014**

PC Members Present: Greg Buckland, Ann Congleton, Steve Davis, Ann Dinsmoor, Ann Gilmore, Ryan Kim, Stacey Raczek, Anya Thomas, and Jake Walters

Also present: Rev. Jim Sherblom and Barbara Simonetti

Minutes of PC Meeting May 5, 2014 **Approved**

Annual Congregational Meeting of May 18th was briefly reviewed. The congregation was well prepared for the votes on amendments to our by-laws and the proposed FY15 budget due to advance opportunities to meet, review and question. Ryan Kim did an excellent presentation of the current year's finances as well as next year's proposal, including projecting a large version of the Budget Proposal for FY 15 onto the wall in Lyon Chapel.

Re Leadership Development Committee: Margie Beal was elected to the committee. We still need two new members to replace outgoing ones.

Minister's Report: Rev. Jim requested a vote to approve a new UUA retirement policy for staff at FPB. Currently, the policy provides that we contribute an amount equal to 10% of a staff member's salary into a retirement fund, after she/he has worked for FPB for at least one year in at least a half time position. The new policy would allow staff to begin making their own contributions to their retirement plans without regard to length of service or FTE status.

The new UUA retirement policy was **approved** for staff at FPB.

Rev. Jim also advised us that our staff members discussed the issue of fair compensation, which came up in our budget discussion with the congregation at our annual meeting. We continue to be at the bottom end or in some cases below the UUA Fair Compensation Guidelines for a congregation and metropolitan congregation of our size. Our staff are looking to the Parish Committee and the congregation to address that situation in the coming year(s).

Rev. Jim also encouraged PC members to attend several workshops offered at the upcoming General Assembly of the UUA Providence, including two workshops scheduled for Thursday, June 26th on developing congregational vision and mission and one workshop scheduled for Friday, June 27th on worship in the 21st century.

Policy Manual: The members of the PC voted to **approve** the proposed Policy Manual and to include a Table of Contents along with dates of policy revisions to provide clarity to all members.

Year in Review Part I: PC Performance Towards Goals

Facilitator extraordinaire Barbara Simonetti assisted us in collectively reviewing our performance towards the goals we had set for our year together.

- I. **Congregational Values** - Focus on fostering and supporting collaboration between the Diversity Caucus and the Religious Exploration and Social Action Committees.

We recognized that, although individual PC members were involved with this goal, we had not followed through as a committee, and that we need to focus on church committees in general at our upcoming PC retreat. We need to articulate outcomes and implemental steps for this goal for the coming year.

2. Congregational Engagement

- a. Second Minister Search Committee - we successfully chartered and enlisted a Second Minister Search Committee. The process of soliciting self-nominations produced a committee of 10 thoughtful, committed, and diverse individuals who worked tirelessly to engage the congregation, prepare our congregational record and consider 17 applicants.
- b. Communicate regularly – we successfully instituted several new methods of communicating with the congregation by posting minutes of our meetings on our website, and by having PC members report brief highlights once a month at the beginning of Sunday worship services in the fall/early winter. We switched to presenting financial stewardship testimonials in Jan and Feb and intend to resume these monthly highlights next fall.
- c. Sponsor Congregational Meetings – we successfully sponsored 5 congregational meetings this year and would like to broaden the topics for such meetings in the next year.

3. Governance

- a. Reconcile our current practices and policies- we were blessed with Sean Neal-Barron, our field education student, who led us in a year long process to engage the congregation in an effort to bring our by-laws and policies in accord with our values, best practices, and current needs. We now have an updated policy manual available in our church office and have up-dated many non-controversial aspects of our by-laws.
- b. Clarify the roles of the Ministerial Team and Parish Committee – This year the parish Committee stepped forward in a leadership role with respect to financial stewardship. We also set goals for the Ministerial Team, which were reported on monthly by Rev. Jim. We need more time and structure to further explore and clarify our respective roles, which we will do in the coming year.

Year in Review- Part 2: How We Work Together

We reviewed many of the ways we behave or interact with one another in the group and categorized them according to what ways we want to continue and what ways we want to stop. We also came up with ideas for new ways we would like to start interacting and working together. This discussion will be helpful in updating our covenant together as we set norms for our newly constituted Parish Committee at our retreat in several weeks.

A hearty thanks to Barbara Simonetti for facilitating Parts 1 and 2 of our Year in Review!

Respectfully submitted,
Ann Gilmore, Clerk