

**FIRST PARISH BROOKLINE
PARISH COMMITTEE MEETING
March 31, 2014**

Parish Committee Members Present: Steve Davis, Ann Gilmore, Stacey Raczek, Ryan Kim, Ann Dinsmoor, Ann Congleton and Jake Walters

Others Present: Rev. James Sherblom, Sean Neil-Barron, Janet Britcher, Ron Wilkinson, Landon Rose, Gerry Leader, and Sue Andrews.

Minutes: The February, 2014 minutes were reviewed and approved.

Minister's report: Rev. Jim gave an abbreviated report, suggesting the majority of items could be discussed next week so the Committee could move to other pressing business, namely the 2nd minister committee report and the budget. Rev. Jim did touch upon 2 items, the need to create a process for choosing General Assembly delegates – this year we select 6 Delegates and 1 Alternate. Rev. Jim also mentioned that the UUA is changing the structure of retirement plans and each congregation needs to approve by a vote of the congregation.

Report of the 2nd Minister Search Committee: Janet Britcher the Chair of the committee detailed the numerous meetings held by the Search Committee, meetings with the congregation, Parish Committee, with candidates as well as regular committee meetings, over forty (40) separate meetings in all. Janet detailed the process that was followed, from gathering of information from the congregation to review of resumes to telephone interviews with 7 candidates, to narrowing the list to 3 finalists and the interviews, hearing candidates preach followed by lunch with each and finally the final meeting(s) to make a selection. Janet added that most of the work of the committee was undertaken without Rev. Jim's participation, although he was always available for consultation. Janet indicated that the Committee has a candidate and would like to offer the position to her. Janet asked if the Parish Committee would consider raising the initial salary being offered to \$38,000 (from \$34,000) citing the fact that \$38,000- would be in line with other senior staff and the fact the candidate is expected to receive other offers. Rev. Jim added that he knew the candidate, thought she was extraordinary and believe that the increased salary would make First Parish even more attractive.

After further discussion the Parish Committee voted unanimously to raise the initial salary to \$38,000 and to authorize the offering of the 2nd minister position to the candidate recommended to us by the Search Committee. The Parish Committee then voted to extend a heartfelt thank you to the Search Committee for their time, dedication and hard work. Rev. Jim said he would report back to the Parish Committee and indeed the entire congregation regarding the acceptance or non-acceptance of the offer by the candidate.

Treasurer's Report. Ryan provided a number of hand outs showing the past and present state of our endowment, the level of annual draws from the endowment, the pledges for this and past years as well as the proposed budget for the coming year compared to the past few years. Ryan pointed out that our church calendar year creates uncertainty over the budget

since at the time the budget is being formulated we only have an estimate of our pledge income. It was mentioned that at the recent by-laws discussion with the congregation a member objected to having the proposed budget discussion one week before Annual Meeting. All were in agreement that the congregation should have more time to digest the budget, but understood that it is nearly impossible to move the budget forward without more pledge information. Moving annual meeting to a later date or starting the pledge drive earlier were discussed.

Rev. Jim stated that the best practice for the budget would be 75% of our income from pledges, 20% from the endowment and 5% from other income such as building rental and fund raising events. Rev. Jim also stated that our goal is to draw no more than 5% of our endowment funds. The projected budget plans for a draw of 5.3% of endowment funds, very close to our goal. The discussion turned to specific items, particularly which might be reduced or eliminated in the event our pledge income does not meet our projections. Steve Davis suggested we propose a three tier budget to the congregation, in which certain items, (consultant for example), only be funded if we meet our income goals. Ryan felt we ought to have enough information regarding pledges by annual meeting to give the congregation an accurate estimate of our income. It was agreed that the budget discussion would continue into next month's meeting.

New Business. It was agreed to take up the nominations for the Leadership Development Committee at the next meeting.

There being no other business it was unanimously voted to Adjourn.

Respectfully submitted
Jake Walters, Clerk