

First Parish in Brookline, Board Meeting

Feb 4, 2019

Attendees: Michele David, David Cave, Charles Sandmel, Laura Hatfield, Stephen Pratt-Otto, Lisa Perry-Wood, Janet Britcher (via Zoom), Gene Thompson-Grove (via Zoom)

Guests: Barbara Simonetti and Bob Williamson

We **opened** with a reading from Mary Oliver (on Krista Tippett), "What has broken through for you in recent weeks?"

We **checked in** by responding to the question asked in the reading.

Barbara presented an update from the **Communications task force** about events outside the congregation. Nathan Frietas, Mary Helen Gunn, Alisa Joyce, Barbara Simonetti, Karen Campbell have assembled a database of places to which we can promote events. The congregation is invited to add to this list. This group intends to create a protocol with branding for events sponsored by the church. [See attached handout.]

Bob presented an update on the work of **space planning**. The current proposal a major cleanup of all the storage space, which will create storage space for renters. It will address: 1) what is in these spaces worth keeping? 2) how to repurpose or recycle what's there? 3) how to reorganize what's there? add 4) how to manage this going forward with a shared inventory? [See attached handout.]

**The board reached a high level of consensus to organize a task force to get rid of obsolete items and reorganize storage space** as needed to create space for our use and for renters, fire safety, and protecting the building.

We reviewed the **minister's report**.

We discussed the planned **start-up retreat** to be facilitated by Meck Groot from the New England Region. Fri 2/8 evening is for the whole congregation, Sat 2/9 morning is for congregational leadership and committee chairs and Sat afternoon is for the board. From Meck, "During the meeting we will talk about our community, Rev Lisa's initial observations of First Parish, and questions we may have about how to work together towards our shared mission. This is an opportunity for everyone at First Parish Brookline to affirm both Rev. Lisa's call as our newly settled minister and to explore together what doing shared ministries as a congregation means."

We delayed until next month a **review of the 2014 communications policy**.

We considered a proposal to re-classify Laci's position as Director of Religious Exploration (from Coordinator of Religious Exploration). **The board reached a high level of consensus to promote Laci to a credentialed associate level DRE and provide a concomitant increase in compensation**, aligned with the UUA compensation guidelines for a congregation of our size, effective March 1.

Charles presented the **budget report**, which reflects a \$48k surplus in the first 8 months of fiscal year. The Board expressed a desire for program presentation of the finances.

Rev Lisa provided an update on the **canvas preparations**. Alice is chairing canvas this year and requests that all board members and finance members be canvassers. She will host a training dinner for canvassers.

We discussed the **UUA's updated guidance on ministerial agreements**, particularly the relationship between minister and staff. UUA guidance suggests "head of staff" model and notes that other governance models are possible. The board decided to table this discussion because no changes would be made until the next church year anyway.

We discussed the **leadership transitions on the board**. In recent years, people who serve as chair end up being on the board for 4 years because of the 2-year chair terms designed to improve continuity and institutional memory. However, we would like to end this practice so that 3-year terms apply to everyone. The second-year board members are Janet and Stephen, who both need to think about it.

We ended with our usual check out.

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Zoom connection appears to work better with audio only	Suggest dividing the agenda into things that do and do not require extended discussion and where decisions are required
Appreciation for process on Laci's position	

## **Inviting the Larger Community to Share Our Joy: Your Help Needed**

As a church community, we have established ways of communicating internally, such as the newsletter and *Among Us*, but we lack clear systems and protocols for communicating beyond our walls. We would like to be able to invite the larger community to the many wonderful things that happen here -- concerts, lectures, services, social action events, children's programs, pet ministry, etc., etc., etc. With that in mind, a group of us have formed a task force to create a database of links to external communication channels. We are also creating written templates for press releases and posters, as well as discussing protocols for using this new database. What links are we looking for?

- **Mass Media:** Newspapers, radio, TV
- **Social Media:** Facebook pages etc.
- **Neighborhood Network or list-servs:** i.e. Fairmount St. Neighbors e-mail list
- **School - grade school though college:** i.e. PTO list or newsletter contact
- **Partner Organization:** i.e. Centro Presente
- **Civic Organization:** i.e. Rotary
- **Pet Related:** i.e. Veterinary practices or pet stores
- **Houses of Worship**
- **Local Business that might post things:** i.e Brookline Booksmith
- **Other outlets where we might spread the good word about First P.**

Right now, you can help by clicking on this link <https://tinyurl.com/yafqsz7p> and going to the google form to add your networks to the list. You will find full instructions and more details on the form. Questions? Contact [bsimonetti@comcast.net](mailto:bsimonetti@comcast.net)

Thanks for your help,

*The External Communication Task Force - Barbara, Alisa, Ellie, Mary-Helen and Nathan*

## **It's Clean Up Time! Help Wanted**

It has been over 10 years since we cleaned out our closets and storage spaces. It is time! Over the next few weeks we will be making a concerted effort to re-organize stored materials in the church basement, kitchen and closets and to improve cleaning and maintenance activity and program and housekeeping storage. There will be several steps in the process including (1) identifying what we need to keep, (2) recycling or repurposing what we do not need, (3) reorganizing the current storage spaces, and finally, (4) creating and sharing inventories and maps of what goes where. This is our church home and everyone is invited to help.

STEP 1: If you are storing material in the basement or closets that you want to save, please put a note on it **before February 15th**. Include a brief description of the materials and what they might be used for, your name and the date. (i.e. Costumes for Christmas Pageant used in December, J. Smith, 2/5/19). You will find materials at the door to each space to help you tag your items.

If you have questions or want to volunteer to help, please contact Alisa Joyce ([alisa@firstparishinbrookline.org](mailto:alisa@firstparishinbrookline.org)) or Bob Williamson ([bob.williamson15@gmail.com](mailto:bob.williamson15@gmail.com)).

*Clean Up Coordinating Task Force - Bob Williamson, Barbara Simonetti, Alisa Joyce, Michele David (Parish Committee Liaison)*