



Minutes
Parish Board Meeting
January 6, 2021
Wednesday 7:00-9:00

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

Not Present: Emily Cherry, Steve Pratt-Otto

The Board meeting began at 7:05pm with Rev Lisa lighting the chalice, offering a prayer, and inviting us into a moment of silence recognizing the complexity of feelings growing out of this afternoon's attempted Capitol takeover and other events.

Janet highlighted one feature of our covenant especially relevant tonight: *The board will be a small group ministry with each other, providing support and personal and spiritual growth as we accomplish our work.*

Connecting Activity: We checked in for 15 minutes in trios.

Committee Visit: Digital Ministry

The Board continued its practice of inviting members of one FPB Committee to each meeting to learn directly from its members accomplishments, barriers, and needs. A Board goal for this year is to engage the congregation in learning about needs and opportunities related to our "virtual space", an increasingly important part of our world because of the pandemic. Board members Bob Williamson and Alfred Brownell met with Digital Ministry Team members Ellie Boynton and Paul MacLean. Ellie shared that she has heard very little about the webpage she has managed on behalf of FPB over the past fifteen years. She welcomes the Board's interest as does Paul who has focused on FPB presence on Twitter. They see Rev Lisa, Alisa and Keith as the other key players in developing a FPB Digital Strategy involving such tools as social media, webpage, podcasting and livestreaming service and events. The idea has emerged of developing a paid position focusing on living more fully into our mission by: 1) expanding our digital presence and reach and/or 2) building community through innovative programming because we likely have big ambitions. Board members asked the Digital Team to explore these ideas more fully.

Let's talk about money: update on Goal #2 - Develop and pilot a Capital Project Congregational Decision-making Process

Board members reviewed the one-page summary of a draft policy on capital planning and made revisions related to accounting for urgent needs, encouraging long-term planning, and reflecting the investment of social capital. (attached, page 3)

By consensus, the Board agreed to implement the pilot, applying the guidelines outlined in the draft policy, and then make whatever changes to the policy are needed based on what is learned from the pilot (5 5's, 2 4's)

Let's Talk about Money: Canvass

Karla reported on behalf of her Canvass Team members Micaela and Margaret that the Canvass Team will be holding its first organizational meeting later this month. Rev Lisa will ask Alisa will circulate a Doodle poll to find a time when the whole Canvass Team can meet: Rev Lisa, Alisa, Micaela, Karla, Margaret and Whit Larrabee

Congregational Virtual Meeting Calendar

Janet shared an initial draft calendar for congregational meetings. After Board discussion, it was concluded: ,

- **Congregational Discussions:** Jen, Bob and Rev Lisa will meet to prepare an invitation for members of the congregation to a meeting (or series of meetings) in February to learn about the capital policy, Buildings and Grounds Committee's capital requests for FY22 and beyond, the Climate Justice Task Force's solar panel proposal, and digital ministry needs and opportunities
- **Canvass Sunday** Kickoff will be Sunday, March 7th and the Canvass Team will settle on a date for convening Canvassers at its January organizational meeting
- **Budget information sessions** ahead of annual meeting will be on: Tuesday, April 20th from 7:00 – 8:30pm; Saturday, April 24th from 9:30 – 11:00am; and Sunday, April 25th from 1:00-2:30pm
- **Annual Meeting** will be held on May 16 from 12:30 – 2:30pm

Update on Goal #3: Dashboard to Monitor Congregational Health

Micaela reported for Rev Lisa and Karla on the work done to date to identify metrics the Board can track to monitor important indicators of congregational health. The proposed metrics encompass selected measures related to membership, attendance and participation, RE and financials. She invited Board comment on the proposed metrics and explained next steps which include entering available data from previous years through January 2021 and asking the Finance Committee to help revise finance-related measures. The Dashboard team also plans to develop a process for annually updating the Committees-at-a-Glance document and developing a companion "at a glance" document on small group opportunities. Together, the dashboard and "at-a-glance" documents should add transparency about FPB opportunities and operations.

Update on Goal #1: Comparative Financial Analysis

Margaret reported on the Finance Committees work to compare FPB sources and uses of funds with 4 comparable size UU congregations (Follen in Lexington, Needham, Cambridge, First Church Boston) and with 2 larger UU congregations (Newton and Belmont)

Minister's Report (attached)

- Rev Lisa highlighted portions of her report including the Worship Committee's efforts to plan to expand in-person opportunities at FPB

Coffee Triads

January 7, 2021 or thereabouts

Alfred, Steve, Jen

Bob, Karla, Micaela

Janet, Margaret, Emily

Next Board meeting: Wednesday February 7th 1:00 – 3:00pm

Janet adjourned the meeting at 9:00pm.

Respectfully submitted

Karla Baehr, Board Clerk

The Board's Draft Policy for Capital Expenditure and Investment: Highlights

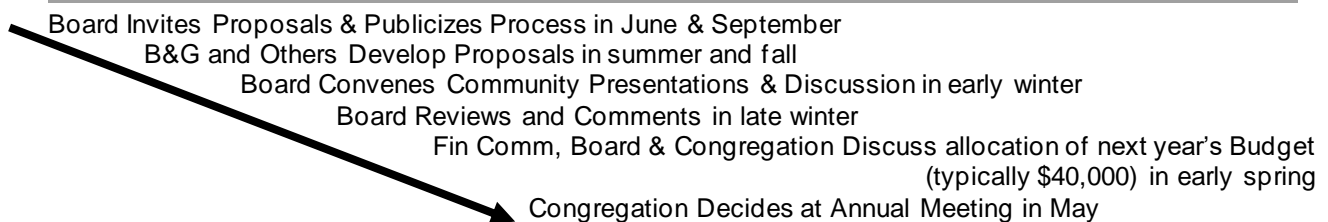
Why?

- Ensure clarity, consistency and transparency about when and how FPB makes decisions about spending money on capital projects in the short- and long-term

...to replace the urgent, ad hoc, often invisible decision making we have been using with one that provides more guidance, wider input, and deliberate planning for short- and long-term projects
- Encourage both INNOVATION and sound STEWARDSHIP

What?

- **A Process and Calendar**



- **Criteria for Decision Making - Questions to Ask about each proposed Project:**
 - How does it ALIGN with our MISSION?
 - What will it COST and How might it be Financed and/or what in-kind investment of social capital might be contributed?
 - What will be its likely RETURN ON INVESTMENT? i.e.,
 - Sustain our PHYSICAL HOME?
 - Sustain our SPIRITUAL HOME?
 - Impact our REVENUE, EXPENSES, MEMBERSHIP & PARTICIPATION?

How?

1. Try out a truncated version of the new process this winter & spring with spending proposals from Buildings and Grounds and proposal from Climate Justice to install solar panels
2. Make needed changes to policy
3. Implement full policy in September 2021