

FIRST PARISH OF CONCORD STANDING COMMITTEE

Meeting Date: September 8, 2020

Fifi Ball	Manager of Operations	Y
Jane Barnes	Treasurer	N
Jeff Brainard	Standing Committee Member	Y
Laurel Doggett	Clerk	Y
James Hawks	Standing Committee Member	Y
C.C. King	Standing Committee Member	Y
Peter Nobile	Chair	Y
Jim Reynolds	Standing Committee Member	N
Liz Rust	Vice Chair	Y
Susan See	Standing Committee Member	Y
Kate Svreck	Standing Committee Member	Y
Jade Sylvan	Ministerial Intern	Y
Virginia Taylor	Standing Committee Member	Y
Fred Van Deusen	UU the Vote Committee	Y

PLEASE NOTE: THIS MEETING WAS HELD VIRTUALLY (VIA ZOOM)

Peter and Howard both provided a reading. Howard lit the Chalice.

Welcome

A warm welcome was extended to our new ministerial intern, Jade Sylvan

Approval of Minutes

Upon motion duly made and seconded, it was unanimously

VOTED: to accept the August 2020 Standing Committee (SC) meeting minutes, and to incorporate them into the permanent record.

Senior Minister's Report: Howard Dana

Howard answered questions, and there was discussion around opening up the Church for indoor and outdoor events. Howard shared a draft of the building and grounds policies. Comments confirmed the necessity for the Church to follow standard safety guidelines and protocols which include wearing masks upon entering the building, washing hands, and practicing social distancing. Howard noted that the rooms would be sanitized after use. Outside groups would be limited to 25 and inside gatherings would be limited and regulated by staff. Details will be posted.

Director of Operations' Report: Fifi Ball

Fifi noted that the departing sexton had four-plus weeks of accrued vacation time for which payment required approval of the SC. This payment would impact the sexton budget line item causing it to exceed the budgeted amount.

FIRST PARISH OF CONCORD STANDING COMMITTEE

Meeting Date: September 8, 2020

VOTED: Upon motion duly made and seconded, it was unanimously approved to expense \$4,660 required to cover the sexton's accrued vacation time.

Liaison and Subcommittee Assignments

SC members are to send Committee assignment preferences to Peter Nobile. Howard recommended that it would be important to have a SC member on the Greening of the Sanctuary since it is a multiyear project. Institutional Change initiative would also require SC member support.

- Finance Committee: Jane, Fifi, others? – review charter and objectives
- Governance Committee: TBD, needs charter and objectives
- Ministerial Support Committee: Susan, Jeff, Peter – needs charter
- IJTF liaison: TBD – connect with Tony Rodriguez
- RJAG liaison: CC, others TBD
- ELT liaison: Peter – connect with Peter Lowitt. Some projects will include coordinating efforts with First Parish's steeple painting project which is part of the Concord CPC – Article 44
- Belonging Team liaison: Liz, Susan, or Kate?
- Denominational Affairs or General Assembly liaison: TBD
- Wright Tavern Task Force liaison: Jane
- Disability Justice Committee liaison: Peter, others – This committee is still forming with Bob Andrews. The scope will include: building issues (front door, pulpit, pews); technology (website and web resources, headsets, microphones, cameras, remote equipment); and access issues for disabled, deaf, blind, other communities.
- Pastoral Care – Virginia expressed interest.

Member Reports

The following updates were provided:

- C.C. remarked that some learning, reflecting, and action items vetted in June with the SC, staff and others still needed to be posted on the First Parish website. Given the time-sensitivity of some of the items, she will resend the materials to the SC for review and then move this forward.
- Fred Van Deusen presented the latest updates on UU the Vote, specifically the upcoming guest speaker event on September 10th. He outlined different engagement activities such as, postcard mailing, text banking sponsored by a group in Pennsylvania, phone banking, staffing at local polling locations, financial support for Reclaim our Vote and Fight Voter Suppression in Florida, and vote reminders to friends and family. He noted that there are opportunities to

FIRST PARISH OF CONCORD STANDING COMMITTEE

Meeting Date: September 8, 2020

work with a partnering organization, Concord Indivisible. He also mentioned the free documentary, *Suppressed 2020: The Fight to Vote!*, produced by Brave New Films

- Please talk to Peter or Liz regarding your interest in a separate communication to the Congregation from the Standing Committee. Liz said she would write the first message. Virginia also expressed interest. There was more discussion on how to engage with members, and if a survey might be a mechanism.
- Black Lives Banner sign requires approval every six months from the SC to continue to display on the Church property.

VOTED: Upon motion duly made and seconded, it was unanimously approved to keep the Black Lives Banner up for the next six months.

- Beloved Conversations is now open for online registration through September 20. Transforming Hearts is also available.

Long-range planning, strategic thinking, visioning

The proposed retreat date is currently Saturday, October 24th, 9 AM to 12 PM. The retreat objective is to develop two-year goals that complement the Senior Minister's goals.

Ideas:

1. Facilitating deep, rich, and meaningful connections during virtual operations and on an ongoing basis
2. Formally anticipating and managing transitions in lay leadership, staff
3. Positioning First Parish as a vital entity in the future
4. Developing an approach to digital technology to expand radical welcome and reach non-traditional audiences
5. Creating a more robust shared leadership model between SC and SM
6. Ensuring meaningful support for and engagement with ongoing long-term initiatives including Greening the FP Campus, Beloved Conversations, Transforming Hearts, and a Commission on Institutional Change

5 Pillars, First report: Administrative Pillar

Howard and Fifi presented the following updates:

- Initially started with five Zoom accounts and agreed to a sixth account to accommodate concurrent meetings. The current budget is \$160 per month. The additional account will increase the budget by \$15 per month.
- Texting to donate took a dip in summer from 35 to 40 text donations down to 18. With the reinstitution of the Share-the-Plate, the rise in donations via text is expected to continue.

FIRST PARISH OF CONCORD STANDING COMMITTEE

Meeting Date: September 8, 2020

- It was noted that the Church's new virtual work environment has caused some change in staff duties. Specifically, Bruce Davidson will assist in overseeing the renovations of the apartment 25 Church Green, designated by the Trustees, in addition to the Steeple repainting project. Staff seem to be adjusting to new technology.
- The congregation has successfully transitioned to a virtual operation and service. Attendance is fantastic and is double that of prior in-person services at this time of the year. The goal is to make the services heartfelt and offer spiritual sustenance.
- Without the walls of the Church hallway bulletin boards, there has been discussion on where people can find latest information and church happenings, in addition to FP Weekly; RE Announce; and other e-newsletters. Sarah launched a YouTube channel with some short FP videos.
- It was suggested that the SC could provide support by showing up for online events. There was discussion around Zoom training and to see the coffee hour attendance grow!
- It was mentioned that if people are going through tough economic times, please have folks contact Howard, who has access to the Ministers Discretionary fund.

Additional Updates

- The report from GA delegation work has begun, but COIC charter may need to wait until after the November election.

The meeting adjourned at 8:46 PM

Respectfully submitted,

Laurel Doggett, Clerk