

**First Parish in Concord
Standing Committee Meeting
August 9, 2022**

Fifi Ball	Director of Operations	Y
Michael Beer	Standing Committee Member	Y
Rev. Seth Carrier-Ladd	Senior Minister (Interim)	Y
Jim Hawks	Standing Committee Member	Y
Jennifer Izzo	Clerk	Y
C.C. King	Standing Committee Member	N
Gib Metcalf	Standing Committee Member	Y
Caroline Washburn Minkin	Standing Committee Member	Y
Heather Packard	Treasurer	Y
Jim Reynolds	Standing Committee Member	Y
Liz Rust	Chair	Y
Susan See	Standing Committee Member	Y
Virginia Taylor	Standing Committee Member	Y

THIS MEETING WAS HELD VIA ZOOM.

Liz Rust read a passage from Bless the Imperfect, Meditation for Congregational Leaders, edited by Kathleen Montgomery. The group did a quick check-in and introductions.

Minister Report and Update

Seth is getting acclimated to his new role as Interim Senior Minister, having now been at the church for a little over a week. He is looking forward to working with First Parish. Seth will first preach on August 28th.

Operations Update

- First Parish received a restricted gift of \$5,000 for the Social Action Committee’s Social Action fund.

Upon motion duly made and seconded, it was unanimously

VOTED: to accept the restricted gift of \$5,000 for the Social Action fund.

- Fifi sent a year-end financial report prior to the meeting. She stated that the year-end turned out better than she anticipated. She thought we would end at approximately -\$74,000, and in the end we were at approximately -\$11,000.
- Budget for church year 2022-2023 (FY 23)
 - Gib, Jim H., Jim R. and Heather are the members of the Financial Sustainability Subcommittee. They described a 4-step process to reach financial sustainability:
 1. Close the gap in this year’s budget due to the fact that we budgeted \$970,000 in pledge income, but we actually only received \$925,000 committed pledge.
 2. Make sure that the FY24 budget will be balanced.

3. Plan for sustainability of future budgets in years when the Simmons gift (\$1,000,000 given in FY22) is no longer available.
 4. Do some long-range planning and strategizing to address the risk of losing a big donor upon whom we depend.
- Liz stated that we will need to get feedback from the congregation on: (i) how to handle the current shortfall for FY23; and (ii) what choices should be made about FY24 budget (e.g., do we want to cut programs, increase pledges, etc.).
 - Heather stated that we will need a strategy for communicating about finances with the congregation, in conjunction with the communications subcommittee.
 - Susan stated that we should strategize with the pledge committee about when and how to communicate with the congregation about money. She suggested that we run a few small fundraisers. Jen mentioned that it may be time for another auction.
 - Jim mentioned that in Howard's Exit Interview, Howard observed that we are reluctant to ask fellow congregants for money.
 - Mike said the Standing Committee or Pledge Committee should call people who haven't given as much now as they did in the past to understand why they are pledging less. Mike volunteered to develop interview questions for such conversations.
 - Liz suggested that conduct a congregation-wide survey this year. In addition, each of the 3 SC subcommittees should coordinate their milestones and proposed communications to the congregation.
 - Liz said we should think about whether we have the right committees and groups in place to achieve financial sustainability. Who will actually do the work needed?

Standing Committee Retreat, Sunday, August 28, 1:00-4:00.

- The retreat will be in person at Jim Reynold's house in Boxborough, MA.

Meeting Schedule

- 3 SC meetings in FY23 will be held in person and the rest will be held via ZOOM. The September meeting will be via ZOOM and October will be in person.

June Meeting Minutes

Upon motion duly made and seconded, it was unanimously

VOTED: to accept the June 14, 2022 Standing Committee (SC) meeting minutes and to incorporate them into the permanent record.

Executive Session

The SC went into Executive Session.

Respectfully submitted by Jennifer Izzo, Clerk