

**First Parish in Concord
Standing Committee Meeting
October 11, 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	Y
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
Rev. Liz Weber	Minister for Congregational Care	Y
Tom Wilson	Representative of Wright Tavern Trust	Y

THIS MEETING WAS HELD VIA ZOOM.

Mike Beer read a passage from “The Way of Life: According to Laotzu.” The SC then reviewed the SC Covenant together, and everyone “checked in” about how they are feeling.

Interim Senior Minister Report and Update

- **Worship.** Seth reported that worship is going well and attendance is strong. Lots of new people have been coming. On the 21st of October, we will start using the meeting format of Zoom, meaning that people online and in church will be able to see each other. This will hopefully increase connection. The next few services will be focused on the following themes: Hymn Sing, The Courage of Yes, All Soul’s, and Democracy. The tentative plan for Christmas Eve is to offer one multi-generational service outside in the afternoon, and a second service later oriented for adults. The adult service will be held inside and will also be streamed online. Christmas day is on a Sunday this year; our doors will be open. Liz will host an informal, fire-side gathering to offer comfort and community on Christmas day.
- **Office Administrator.** Fifi and Seth had an accepted offer for the open office administrator position. Three days after accepting, the candidate changed her mind and took a position elsewhere. Seth and Fifi are now rethinking whether to fill the position. The “Close the Gap” campaign is not going very well. With the uncertainty about FP’s finances, Seth and Fifi feel it would be irresponsible to fill the position at this time. Instead, Seth proposed that we use temps or contractors to provide some of the services that would have been performed by an office administrator.

Report from the Minister for Congregational Care

- Small Group Ministry. Liz Weber reported that about 60 people signed up to participate in the small group ministry program.
- CLC. The Congregational Life Committee (CLC) is undergoing some changes in size and structure.
- Covid Policies. The Covid team recently made masks optional in RE classrooms. In addition, they held one listening session about making masks optional in the rest of the church, and have another session scheduled tomorrow. Most people seem to be in favor of making masks optional everywhere at FP, though some are concerned about timing. The SC discussed the dilemma of wanting to keep windows open for ventilation, but people are getting cold and uncomfortable now that the weather is getting colder.
- Pastoral Care. There are a consistent number of people who desire pastoral care. Liz enjoys offering those services to people.

Standing Committee Operations

- Meeting Minutes Approval

Upon motion duly made and seconded, it was unanimously

VOTED: to accept the September 13, 2022 Standing Committee (SC) meeting minutes, as amended, and to incorporate them into the permanent record.

- Disruptive Behavior Policy. The group discussed the First Parish Disruptive Behavior Policy.

Upon motion duly made and seconded, it was unanimously

VOTED: to accept and adopt the revised Disruptive Behavior Policy, as amended.

- Sunday Morning Greeting. During this time of transition, SC members will take turns greeting people before and after church. The SC created written guidelines for how the greeting should be conducted.

Operations Update

- Fifi sent the latest financials and a semi-annual staff compensation review spreadsheet to the SC prior to the meeting.
- Fifi asked for the SC to approve an increase to Liz Weber's annual housing allowance to \$13,800, due to a change in Liz's living situation. This change has no budgetary impact to FP; it is for tax purposes only.

Upon motion duly made and seconded, it was unanimously

VOTED: to approve a housing allowance of \$13,800 for the Minister of Congregational Care for the current calendar year.

Close the Gap Campaign

- Gib reported that so far we have received \$17,000 toward the \$45,000 needed to fill the shortfall in pledges received. Almost half of that amount came from the SC. This is a disappointing outcome, but there are more things we can do to hopefully spur further pledges and close the gap (e.g., publishing another blurb in FP Weekly, sending out letters, etc.).

Wright Tavern Preservation Restriction

- Tom Wilson joined the meeting to offer an update from the Wright Tavern Trust about the Wright Tavern Preservation Restriction Agreement between FP and the Town of Concord. In particular, Tom reported that the Town of Concord wants the Wright Tavern to be open to the public more days (64 days) than the Trust originally envisioned and proposed (12 days). The concern is what happens if the Wright Tavern project is not successful. FP could find itself in breach of the terms of the Preservation Restriction Agreement, which lasts in perpetuity.
- The Trust proposes to go back to the Town and broadly re-define what “open to the public” means (e.g., including meetings of community groups). Caroline suggested that we add language to the agreement to address when and how the parties should reevaluate changes to the 64-day requirement. Jennifer and Gib suggested that we negotiate a number of days less than 64, and state that we will increase access to the building as demand warrants.

Fundraising Activities.

- Jennifer will organize a Talent Show in the spring of 2023 to raise money for FP, and lead a fundraising Auction in the fall of 2023.

Transition Team

- Seth reported that the first meeting of the Transition Team is on Monday, Oct. 17th.
- Seth wants the congregation to launch a covenant process to define how we should treat and relate with each other. Seth asked the SC to initiate and support this effort, including recruiting and creating the charge for a team to develop the covenant. The goal is to create a Congregational Covenant to be voted on at the Annual Meeting in June. Liz Weber will act as the staff liaison to the team.