

Regular Attendees		Present
Fifi Ball	Director of Operations	Y
Jeff Brainerd	Standing Committee member (Clerk Pro Tem)	Y
Rev. Howard Dana	Senior Minister	Y
Dave Elwood	Chair	Y
Michelle Fortier	Treasurer	Y
Kristin Haddad	Standing Committee member	Y
John Lowe	Standing Committee member	Y
Peter Nobile	Clerk	
Zach Roe	Social Action Coordinator	
Toby Smith Ropeik	Standing Committee member	Y
Kate Svrcek	Standing Committee member	Y
Valerie Vallancourt	Standing Committee member	Y
Lora Venesy	Standing Committee member	Y
Tom Wilson	Standing Committee member	Y
Laurel Gray	Ministerial Intern	Y

Howard opened our meeting with a reading by Phyllis O’Connell.

Minutes from the 2018 Annual meeting were approved, and the Standing Committee (SC) July minutes will be corrected for approval at our next meeting.

Chair’s report

Howard’s evaluation results meeting is scheduled for Thursday September 6 at 11:30AM and will involve John, Dave, and Kristin and Howard.

Peter, Lora, and Kate will revisit our current SC greeter plan, and will also discuss how to differently engage greeting in general at First Parish by, for instance, bringing in youth to be a more regular part of the Sunday service. For the moment SC greeters will proceed with the current plan. Kate, Lora, and Peter will create a new rotation that will remain in place until a new approach is developed.

Director of Operation’s report

The group discussed several items in Fifi’s monthly report including the uses of free cash and payments for unused Staff holiday and vacation time. The Finance Committee will be discussing policies around unused time in the near future. Fifi also briefly reviewed end-of -fiscal-year numbers.

Several budget adjustments were made over the summer prior to SC approval, and members agreed that we need to develop a more formal process to address such adjustments. One idea would be to convene a few SC members, including the Chair and Treasurer, who would make any summer-period budget adjustment recommendations to the larger SC by email. John will address this idea in his ongoing policy work.

A motion was made to raise Gail Carey's salary effective 7/1/2018 by a total of \$7,539. The motion was approved unanimously. A second motion was made to approve \$6,130 for a one-time payment for earned time to Dawn Van Patten. That motion was also approved unanimously.

Senior Minister's report

Howard's sounding board, sometimes known as the Committee on Ministry, has been reinstated. This is the 6th iteration of the board during Howard's tenure. The makeup of the group includes five new people per year, plus one carry-over person from the previous year; Eric Moore will carry over this year.

The group asked about plans for a Youth Director and Howard noted that this falls under Rev. Amy Freedman's purview. Howard is planning to meet this coming Saturday with Amy and several parents interested in youth issues.

The group discussed Howard's goals for the coming year. Howard noted that the Auction is mostly driven by lay leaders, not by him or the staff.

Treasurer's report

The Finance Committee will be meeting this month and includes 3 new members. Michelle noted that the Auditor's review is happening this month, and that while the Trustee's income is in good shape the Trustees are also invested in repairing the Wright Tavern and other properties. Therefore, Trustee contribution to FP operations will likely be flat or even down a little for the next few years.

Liaison and Pillar reports

Liaison assignments, aligned to our church "pillars" or primary organizing principles, are as follows:

- Membership: John
- SAC: Lora
- RE: Jeff
- Music: Kate
- Pastoral Care: Peter
- Finance: Michelle (for Stewardship and Pledge Campaign), Tom (for Legacy Giving)

The group discussed how best to address the Ministry pillar. One idea is for an SC member to attend the after-service worship reflection, which is led by Alec Walker and Jim Snyder-Grant.

Standing Committee activities

- **SC Covenant**
SC members discussed whether we should modify or update our SC covenant. Ideas for revisions should be emailed to Dave.
- **SC Retreat**
Our fall retreat is planned for Saturday, September 15th from noon to 3:00 PM at First Parish. Meg Hargreaves will facilitate, Tom and Dave will coordinate with her to plan the retreat. The primary retreat goal is to plan implementation of Year for Reflection and Visioning (YfRaV) outcomes over the next few years. Dave will schedule a room for Saturday, and coffee and tea and snacks will be provided.

- **SC Goals**
Lora and Dave will draft goals for review at our October meeting.
- **Subcommittee work**
The Governance subcommittee is primarily reviewing and updating SC policies. The group discussed whether we need a Stewardship committee to discuss ideas including limited capital campaigns and other fundraising goals. The group also discussed whether we need a leadership committee or leadership development workshop.

Other business

Mark Richards' Ordination

First Parish member Mark Richards is to be ordained this year, and he has requested that First Parish be the ordaining body. Unitarian Universalist (UU) ministers are ordained by congregations, and this is a chance to lift our community ministry presence. Mark has worked hard to get where he is and is deeply connected to us and well respected in the congregation. The financial commitment is generally small and would include extra refreshments at coffee hour and travel expenses for some guests. The current proposed date is the Sunday after Thanksgiving, so most far-flung guests would likely already be in the area.

A motion was made to have First Parish be the ordaining body for Mark Richards' entry into the UU ministry, and the motion was approved.

Claiming Our Spiritual Leadership events

These UUA sponsored events are scheduled to be held from 9:30AM to 3:00PM on Saturday October 13th in Brunswick, ME and West Hartford, CT, and on Saturday October 27th in Dedham, MA or Woodstock, VT. John, Kristin and several other SC members have expressed interest in attending.

A motion was made to adjourn the meeting, and the meeting was closed at 8:59 pm.

Respectfully Submitted,
Peter Nobile
Clerk