

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

Howard opened our meeting with a reading from our hymnal by *Tagore*. Jeff lit our chalice, and we held a moment of silence.

I. Regular Business

Standing Committee (SC) minutes from October have been approved and will be posted.

Director of Operation’s report

The Auction has brought in \$49,500 so far! The group also discussed Fifi’s annual compensation report, and how Howard’s vacation hours are accrued. Kristin reminded the group of her findings from last year that the Senior Minister’s role is not an hourly position per UUA guidelines. The newly formed Ministerial Support committee, comprised of Dave, Jeff and Peter, will discuss this and other contractual and related issues that need clarification with Howard when he returns from his sabbatical.

Senior Minister’s report

This was the last meeting before Howard’s sabbatical is to begin in December, and he reassured us that operations will continue smoothly at First Parish in his absence, with Marion stepping in to the role of Senior Minister for that time. Marion noted that cell phone is the best way to reach her.

Howard also briefly discussed the upcoming searches for both Marion’s and Doug Baker’s eventual replacements.

Treasurer’s report

Michelle presented several issues of interest:

- Michelle encouraged the entire SC to be Pledge Campaign stewards this year

- A Congregational Conversation will take place on Sunday December 9th to review First Parish financials and budgeting
- The Audit process continues to wrap up, and Michelle particularly thanked Fifi and noted how pleased she is with how finances are run at First Parish; a draft of the Audit report will be available as soon as possible
- Fifi and Michelle described the current holiday staff policy, which states that unused holiday time must be used by August 31 of the following year or be forfeited
- Michelle discussed our current sick leave policy, which allows 12 days/year with a maximum accrual of 24 days total, and how Fifi will be working with the Finance Committee to clarify policy around benefits

Updates from the Congregation

There were Liaison reports to our pillars, which are Music, Pastoral Care, Religious Education, Social Action, and Worship. The group discussed the importance of the Music pillar and how Kate's function as liaison could focus on recognition and reporting to the SC about the goings-on in the Music program. Liaison reports included the following updates:

- Dave noted that there will be a liaison to the Nominating Committee
- Lora reported on SAC activities including:
 - Tammy Foote and Marilyn Lowitt have joined the SAC Board
 - Jericho Road leadership attended the last SAC board meeting
 - The SAC board continues to work on policy and future development
 - Zach reported that he will be working with Gayle to develop a monthly vespers/pot luck service
- Jeff reported that the joint SAC-RE "Rock the Vote" event was a great success, but no next joint activity has been planned at the moment
- Kate reported that the youth leadership team has met and committed to guide and support the youth group in the least heavy-handed way as possible; Howard, Amy and other key staff and volunteers will be attending as needed
- Tom reported that the Legacy Giving committee will meet on December 2, and that in January the intention is to gather initial participants in the program for feedback and discussion; the committee will continue as currently constituted

Val noted that the Auction was as much a community building event as a fundraising event, and that it would be good to do more such events. These events might include non-FP members. The Auction was reported by attendees to be lots of fun, and Val suggest that the planning should start at least a year in advance. The SC thanked Val and Auction co-chair Jen Izzo for their hard work on the Auction.

II. Standing Committee initiatives/New business

Yard signs for ballot initiatives

The SC discussed whether we need to develop a policy for yard signs, given the discussion about Question 3 yard signs that came up before the last election. The Committee discussed the process of how best to respond to such requests in the future, the best use of the SC's authority, and whether our

collective response was too timid or not. John expressed disappointment with our decision to not allow the signs, and that we missed an opportunity. Howard reported that the request for yard signs came from the diversity group, that FP is traditionally the “establishment” church in Town and therefore slow to change, and that FP could be more demonstrably supportive of a staff includes a large proportion identifying as LGBTQ. Members discussed the need for a more permanent expression of support for LGBTQ folks, such as a rainbow flag or other such symbol. Kate suggested that in the future we be clear about what we can and cannot display on our lawn. John proposed that the Governance Committee draft a policy for both making quick decisions, especially one that somehow involves the entire congregation, and that the Diversity Committee should propose a permanent solution for better demonstrating support for our LGBTQ brothers and sisters. The committee voiced support for both ideas.

Standing Committee subcommittee reports

- Governance
This committee has produced a summary spreadsheet of Governance matters to be discussed at each upcoming SC meeting. Jeff will connect with Sarah Ballard on the Diversity Committee issue noted above.
- Ministerial Support
Jeff and Peter have agreed to be on this subcommittee, which as met once to begin discussing a charter and next steps.

The future of First Parish

Dave discussed a possible kickoff event to begin working on next steps out of our YfRaV process, to be modeled on what the RE community did earlier this year. The intent of the event would be to clarify tasks and create task forces. The audience might be primed by sharing an outline in advance. Jeff suggested more recruiting before the event to properly populate each sub-group, and that the recruiting might happen in December looking ahead to an actual gathering in January. Tom volunteered to help Dave flesh out the process so that we can set things in motion next month.

A motion was made at 8:40 PM to adjourn the main meeting, and the group entered in to Executive Session, which was then adjourned at 9:15PM.

Respectfully Submitted,
Peter Nobile
Clerk