



**FIRST PARISH IN CONCORD
FINANCE COMMITTEE**

Meeting Minutes December 6, 2016

The meeting started shortly after 7:30 pm in the Brooks Room.

Present	Tom Wilson, Fifi Ball, Patty Popov, Gib Metcalf, Rudi Scheiber-Kurtz and Fred Van Deusen
Discussions	<p>We briefly reviewed Tom's notes from the congregational conversations that were sparsely attended in November. The notes provided useful discussion with the Standing Committee and there is no further follow-up needed. We agreed to continue holding these listening sessions on a regular basis as we move forward. They demonstrate transparency and openness to parishioner input.</p> <p>We reviewed progress on the Legacy Giving project. Tom passed out a draft brochure. Fred met with Fifi the day before and they discussed and resolved her responsibilities and the responsibilities of the Legacy Committee moving forward. With Stoney Ballard's help we will create website pages for the program. We'll also have a gift policy, a more detailed program description document, a forum to introduce the program, table at coffee hour, testimonials and other marketing materials. There is still some confusion about the Charitable Gift Annuity program and the interface with the UUA. We agreed to have someone from the UUA come out and meet with us.</p> <p>Gib, Rudi and Tom have had one meeting of the Stewardship Study Group. We reviewed a plan of action that Gib created from the meeting discussions. We reviewed a lengthy list of potential research questions on the topics of efficiency, effectiveness, relationship building and stability and talked about both internal approaches (collecting and analyzing existing First Parish data and potentially doing a survey), as well as external approaches (reviewing and analyzing data from the UUA, other churches and other non-profits). We also discussed the scope of the project and whether additional resources will be needed to complete the work. The team will review the current plans and decide if greater focus is needed for the project to be successful, and if so, what that focus should be.</p>
Actions	<ul style="list-style-type: none">• Rudi will compose a January Meeting House News write-up regarding our congregational listening sessions• Patty will contact the UUA to have a gift annuity person meet with us• Fifi will provide information to Gib for the Stewardship Study
Next Meetings	<ul style="list-style-type: none">• Tuesday, Jan. 10, 2017 at 7:30 pm• Tuesday, Feb. 7, 2017 at 7:30 am

The meeting was adjourned at approximately 9:15 pm.

Respectfully submitted,
Fred Van Deusen