

**First Unitarian Society in Newton
OPERATIONS COUNCIL MINUTES**

Wednesday, June 8, 2016

Alliance Room, 7:00 P.M.

The meeting was called to order at about 7:05 pm.

Present: Susan Bartlett, John Brennan, Judy Curby, Laurel Farnsworth, Rev. Erin Splaine,
Guests: (Board of Trustees).

~ **Invocation / Chalice Lighting:** Laurel

Covenant

As we, the members of this Council and staff, gather to serve this congregation in leadership, we commit to ourselves and to each other: to be present and prepared for the work of this meeting; to listen well and contribute respectfully; to balance both our short and long-term visions with fiscal responsibility; to support the decisions of the Council; to uphold the democratic process; and to lead with goodwill and faith in the work we can accomplish together.

~ **Approvals:** All

- May Minutes - on hold until further review
- PMC benefit concert-approved by email 6/1/16. Susan mentioned that more lead-time is needed for requests such as this, to give the Council Members time to discuss, rather than to handle by email.

~ There was a brief discussion about giving gifts to outgoing Ops Council members in general, whether to give personal gifts or to donate to a cause in the person's name. Tabled for now.

~ **Staff update:** Erin

Memorial Day at Sandy Island was a successful weekend. While there were fewer folks overall this year, more younger folks were getting connected.

Erin attended a Faith Formation committee meeting last night. A notice will come out about Aligning With our Doing workshop in the fall, Sept. 17; what might we want to let go of; what to focus on; are we doing too much? In-FUSN is the name of workshop. The morning session will be for all FUSNites; and the afternoon session will focus on leadership. Erin hopes the congregation will continue working on the issue, as will she during her sabbatical.

She felt Sunday's joint service with Myrtle Baptist was a great success. Thank yous should go to Kate Mason and Judy Zacek. She and Rev. Brandon Crowley would like the connection to be ongoing and mutually beneficial. She feels that if we do a joint service again, it should be in 2

years. She also feels it should be the 2 congregations, rather than city wide, which is much more complex. Perhaps include a potluck lunch next time. Ops members felt that it was good to have a neutral site, rather than at one church or the other.

~ **Membership Coordinator:** Ash replacement search committee is being formed. Job description is being written. The goal is to get the process going quickly.

~ **FUSN music fundraising** for Germany trip: See Addendum

Wendy, the Assistant Clerk, provided some background, since she is on the planning committee.

Laurel suggested avoiding selling sandwiches in December or on any dates there would be a conflict with kitchen space. Steer clear of other food events, or an overwhelmed Parish Hall, such as the Holiday and Alternative Gift Fairs. The calendar should be worked out to avoid such conflicts. Wendy can work with Fran to establish the calendar of appropriate dates. Not community breakfast days. Maybe invite Social Action people to purchase sandwiches. Sell sandwiches for the **9/17** workshop folks. Come back with a schedule.

Sat. 10/22. If dinner is "open to the public," must get a food license. Approved caterer. Licensed to do public food. Go to Board of Health to find out. Can be for "Fusn and friends"; so no advertising. Need a license for each event. Ron Margolin can fill in. Erin is concerned about alcohol if call it Oktoberfest; need liquor license. Would need to have police detail if serve alcohol if public. Costs: \$200 licenses; \$85 per hour for police. May be best to keep it to FUSN only. Erin: make it multi-generational. Can issue invitations and then invite donations...= not open to the public; can't "charge a fee" but can "ask for donations." Have a raffle at the dinner. Sell raffle tickets. Have some nice prizes.

Concert: similar to previous fusn concerts.

Sell water bottles: have a table.

Conclusion: do more research and come back with more details to the proposal. Outline of ideas seem fine; open to the proposals, need more details.

~ Scheduling: All

The Board feels it would be useful for Ops to meet before the Board; and that Finance should meet before OPs. Maybe Ops meet 2nd Tuesday and Board meet on 3rd Tuesday? Ops sometimes has proposals that the Board needs to weigh in on, if the amount is above a certain figure, such as reviewing the budget that the board needs to approve. Discussion. Susan will do further asking about other Ops council members schedules.

~ Summer services: Signs are needed for outside on the doors. We used to have sandwich boards with information and arrows; beadle puts them out. Susan thinks we should also have

signs on the doors. The signs exist but need to be found. Did Jeannie create them? Susan will look for them. Laurel is open to having hooks on the rings on the doors for laminated signs. Also, there will be a Board or Ops presence at each summer service. Ops members present at tonight's meeting each selected a date.

- Retreat/planning for year. Susan said that in the past, this has been useful. John prefers doing it on a morning.
- No need to meet in July.
- Next meeting-Wednesday, August 10th at FUSN

~ **Financial:** Judy, All

- **Review Year to Date spending:**

~ **Thank yous:** All

- Sandy Island: Denise Bousquet, Ruth Comstock,
- Chime concert: Gayle
- Critter Garden: Barbara Bates and her team
- June 5th service with Myrtle Baptist: Kate Mason, Judy Zacek
- Laurel will thank Michael Costello for helping retrieve Pine Village daylilies.

~ **Other Issues:** Preliminary discussion, perhaps to deal with further at the fall Ops retreat:

- Playground cleanliness and orderliness in general. How to gently remind congregation from time to time to respect our shared property, including our tenants' property.
- Sanctuary cleanliness—e.g. sorting through material in pews; discarding and updating. Should this come under the ushers responsibilities?
- Child care—coordinating is requiring a significant amount of Dani's time. Susan asks if it's necessary to offer this for evening or other activities. Erin says she thinks child care is helpful for parents; it's a perennial issue.
- Refining CORI policy - Code of Ethics exists.
- Status van service - Laurel hasn't heard back from Barry yet. It hasn't started up yet, so there hasn't been a 3-month evaluation, as previously discussed.
- Database: Judy says we purchased Realm, a monthly fee (+/- \$50) - which will better serve RE and Membership. Since Ash is leaving, Judy decided to keep pledge information on Icon for the coming year, since we don't yet know how to use Realm. A transition from one database to the other can be over time, rather than one big leap. Judy would love to run them in parallel to compare. The goal is to eventually use just the new one. Erin will inquire about someone who may be able to support Fran in using Realm. Realm can migrate information from Icon to Realm for a fee.

~ **Report on BOT meeting:** Laurel

The Board dealt with the FY17 budget. A compromise was to hope not to draw from the Board of Investment. The budget was approved, with the understanding that there would be a limit to

the amount drawn from the Board of Investment. Laurel: highest priority is to avoid having to take a loan from the Board of Investments.

The meeting ended at 9:00 p.m.

Respectfully submitted,
Wendy Schwartz,
Assistant Clerk

Addendum:

To: Operations Council

From: Germany trip planning committee: Jules Delamar, Jacki Rohan, Mindy Scharlin, Wendy Schwartz, Anne Watson Born

June 8, 2016

Re: Fundraising projects for FUSN musicians trip to Germany in 2017

Overview: The FUSN choir and band musicians have been invited to provide music at the Europäischer Unitariertag in Ulm, Germany (June 2-5, 2017). This event will be the first time the German Unitarians and the European Unitarian Universalists will hold a joint assembly. Anne Watson Born is coordinating the music for the assembly with musicians from the Unitarier (German Unitarians, formerly known as DU) and the EEU. Anne and perhaps some other FUSN members will also offer a workshop or two at the event. The Assembly, with the theme of “Faith Without Borders”, has as one of its organizers Karsten Urban, who attended FUSN with his family in 2011.

As part of the trip, the FUSN musicians will spend a few days prior to the assembly giving concerts in Frankfurt, Freising (outside of Munich), and, we hope, on the military base in Stuttgart. The concert in Frankfurt is of special importance as it marks the end of an historic split between two German Unitarian groups – Karsten says our concert there will be “part of that bridge” of healing.

Proposals: We have a group of around 30 people interested in traveling to Germany next year and would like to raise funds to help with travel expenses for those that need it. To that end, we are asking for permission to:

- Hold an Oktoberfest dinner on Saturday October 22, 2016, in the Parish Hall at FUSN. The dinner, featuring German food, drink and music, will be open to the public. The ticket price for the dinner is not set yet.
- Hold a FUSN Musicians concert on Sunday, February 12 in the afternoon in the Sanctuary. The concert will be free and we will ask for donations to help defray costs for the trip.
- Sell water bottles with the EUT logo (see below).

- Sell sandwiches at Coffee Hour once or twice a month for a period of 4-6 months during the 2016-2017 year. The idea is to offer 30-50 sandwiches each Sunday for people who will be attending meetings, workshops, etc.

Thank you for considering these proposals. Please do not hesitate to be in touch with any of your questions or concerns.

Anne Watson Born, for the committee

