

**Minutes  
Standing Committee  
October 14, 2019**

**Committee Members present:** Kathy Coolidge (Chair), Elaine Mittell (Past Chair), Tim Fulham (Vice Chair), Betsy Taylor (Treasurer), Nancy Fenstermacher (Clerk), John Cameron, Karen Mariscal, Karen Quigley

**Committee Member absent:** Jim Lillie

**Also attending:** Rev. Dr. Kelly Murphy Mason

**Opening Words**

Participatory chalice lighting with an accompanying reading by Rev. Kelly.

**Ratifying email vote taken since the September meeting:**

Voted to ratify the Minutes of the September 9, 2019 Standing committee meeting

**Important Dates:**

- Volunteer Fair during Fellowship Hour, Sunday, October 20, 2019
- Women's Retreat, November 2, 2019, at Edwards House
- Standing Committee Listening Session, November 10, 2019, 9:30-10:20, in Rice House
- Standing Committee Retreat, Sunday, November 17, 1:30-5:30 A "start-up" retreat for the new minister, led by Hilary Allen from the UUA's New England Region. We will focus on the new ministry that has begun and how to continue developing a faithful and productive shared ministry.

**Minister's Report**

- Touchstone Groups are in their second month. There are three evening groups, one daytime group, and a make-up session that will meet with Joan DeArtemis on the first Sunday of the month at 12:30 in Rice House.
- Communication with Rev. Kelly will be offered this month on Monday, October 21, 2019 at the Quebrada Baking Company. Joan DeArtemis, the Ministerial Intern, will hold Coffee Talks at Peet's Coffee, 9 Central St., on Wednesday, 3:00-5:00 pm, October 16<sup>th</sup> and 30<sup>th</sup>. Rev. Kelly continues to meet monthly with the Transition team.
- Ministerial internship update: Joan DeArtemis has met with the Ministerial Internship Committee (Doug Poutasse, Phyllis Joachim, Marianne Laffitte, Karen Mariscal, and Steve Fogg). A service learning agreement including evaluation measures has been established for her internship.
- Outcomes of the RE Retreat held on September 22, 2019 with Deb Weiner, a certified religious education professional serving congregations experiencing transition in their religious education programs, include 1) the initiation of

appreciative inquiry sessions for the congregation led by Rev. Kelly and Michael Packard, Acting Director of Educational and Family Ministries, 2) interim religious education training for Rev. Kelly and Michael, 3) potentially offering a Coming of Age class in 2020-2021, and 4) perhaps initiating a young adults group. There will be an R.E. themed Sunday service in May 2020. Deb will continue to consult over the next few months and will support our discernment of RE programming.

- The Website ([www.uuwellesleyhills.org](http://www.uuwellesleyhills.org)) has launched. Kevin Childress, the technology consultant, will lead a staff training session on October 15, 2019, and will help build out website offerings from there.
- The Caring Committee continues to provide rides and meals and sponsors Soup with Friends; a new Companioning Team (Elaine Mittell, Molly Walsh, Naomi Cameron, and David Barnard) will be commissioned in the Sunday church service on November 3, 2019. The primary role of these pastoral companions will be providing supportive listening to congregants. Joan will be involved in providing training and Rev Kelly will consult.

## **Membership Report**

There are 150 members as of October 5, 2019. Peter Bowden, founder of UU Planet, has been approached to help with community outreach.

## **Treasurer's Report**

Some items of note in the October Treasurer's Report include:

- As a church, we are exempt from the Commonwealth's new tax for Paid Family & Medical Leave.
- The new website fully accommodates on line giving via Breeze.
- Close to \$7000 has been contributed to the Music Fund in memory of John Kaufmann. It was suggested that Kathy Kaufmann and Karen Quigley, representing the Standing Committee, work with Suzie Cartreine to implement some of John's ideas for enhancing the Music Program with these funds.
- As of September 30<sup>th</sup>, we are in receipt of pledge payments of \$124,069 representing 35% of the year's pledges.

Betsy will be calling a joint meeting of Finance and Endowment Committees which share members in common.

Members of the two committees (Betsy Taylor and Doug Poutasse) are committed to work with the Advocacy and Witness Task Force this fall to review how our endowment funds are invested. A question was raised: "What is our investment policy?" Betsy will research and provide the answer in a timely manner.

## **Personnel**

Elaine, as chair of Personnel for this year, will review the committee charter to determine its recommendations for how the committee should be constituted and function.

## **Bylaws Revisions**

After Karen Quigley and Doug Poutasse reviewed the current church bylaws (written in 1963) this past summer, it became apparent that we need a more simplified and less prescribed version, that is more in line with 2019 practices. Tim, Elaine, Rev. Kelly and Kathy will consult UUA bylaw guidelines and Karen Q. will contact other nonprofit boards for simplified bylaw recommendations. They intend to have a high-level summary of next steps to simplify the bylaws at the November Standing Committee meeting.

## **Facilities Use Update**

Parking plans: Karen Mariscal announced that Boxcar is offering a new special (\$2/day) for the next two weeks to promote our site.

Rental update:

Elaine reported that a working relationship with the new tenant (Write Ahead) this fall appears to be going more smoothly now.

Some of our tenants continue to prop doors open rather than use the keyed lock codes which is a problematic security issue.

## **Capital Improvements**

On October 7, 2019, Elaine met with Jim McLaren, Chair of House and Grounds, John Cameron, SC member, and other interested persons to discuss, in general, how to manage the House and Grounds. There are numerous repairs and capital improvements, annual maintenance and code issues to be addressed—a very large portfolio. Elaine will continue to work with Jim, John, Fernando Cristancho—Sexton, Betsy, and interested others to determine how best to manage this portfolio. Joe Senecal has stepped up to address heating system issues, and more people have agreed to be on call to address repair needs.

## **Brief Updates**

- Fundraising events: The following events have firm dates—Rummage Sale (March 28, 2020), Carnival (May 16, 2020). It is hoped that a Comedy Night can be scheduled for September 2020.
- Database (tabled)
- Signage (tabled)
- 150<sup>th</sup> Anniversary planning: Out of two brainstorming sessions have come the following tentative themes and plans for the 150<sup>th</sup> Anniversary year (2020-2021), as reported by Singu Srinivas (Chair). “We have decided to highlight the past—the impact we have had on the lives of our members, the Metro West community and the UU organization as a whole—but also the next 150 years—what this community can be and what it can do to make the world a better place.” Five ‘cornerstone events’ are being proposed over the course of the year.

From Standing Committee, the following support is asked: 1) A volunteer to serve on the 150<sup>th</sup> Leadership group, 2) Help in recruiting the leads of the five ‘cornerstone’ events, 3) Help in communicating to the various committee

chairs/leads about incorporating the 150<sup>th</sup> into programming/events over the course of 2020-2021.

- Communications Policy (deferred until November SC meeting)

### **Issues to be addressed by 2019-2020 Standing Committee**

Communicating membership expectations; committee structure; facilities management; bylaws revisions

**Standing Committee meetings:** The next Standing committee meeting will be on **Monday, November 11**. Future meetings will occur on the second Monday of the month (December 9, January 13, February 10, March 9, April 13, May 11, and June 15 —the Monday following the Annual Meeting) at 6:30 pm in the Sharp Room.

Respectfully submitted,  
Nancy Fenstemacher (Clerk)