

**Minutes  
Standing Committee  
November 11, 2019**

**Committee Members Present:** Kathy Coolidge (Chair), Tim Fulham (Vice Chair), Elaine Mittell (Past Chair), Betsy Taylor (Treasurer), Nancy Fenstemacher (Clerk), John Cameron, Karen Mariscal, Karen Quigley, Jim Lillie (via phone)

**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 October meeting:**

Voted to ratify the Minutes of the October 14, 2019 Standing Committee meeting

**Approval of new members:**

Approved Giselle Lehman and Joan Parrish as new members of UUSWH

**Membership Report**

As of October 20, 2019, there are 152 members of UUSWH.

**Important Dates:**

Standing Committee Retreat, November 17, 2019, 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**

- Communications with the minister and ministerial intern will occur informally at Quebrada Baking Co. and Peet’s Coffee on alternate weeks in November. The Transition Team will meet with Rev. Kelly on November 25, 2019.
- Joan DeArtemis, the ministerial intern, meets monthly with the Ministerial Internship Committee.
- Social Media Training: Consultant Peter Bowden will hold a two-hour training session with the Staff on November 19, 2019 to introduce successful social media strategies.
- Appreciation Sessions: Michael Packard, Acting Director of Educational and Family Ministries, and Rev. Kelly will be leading two Appreciation Sessions, one in December and one in February, to help our friends and members identify the strengths of this congregation.
- A Communications Policy is still in progress.

- Pastoral Companions (Elaine Mittell, Molly Walsh, Naomi Cameron, and David Barnard) have been commissioned in a Sunday service on November 3, 2019. They have held their first meeting and are beginning to engage in a supportive listening role with congregational members. A brochure describing this service will be given out at the Soup with Friends gathering on Monday, November 18, 2019.

## **Treasurer's Report**

### **Financial Issues:**

- Pledge reminders worked well and brought in \$59,000 in October.

### **Financial Status as of October 31, 2019:**

- Pledge payments of \$188,323 represent 53% of the year's pledges.
- Expenses remain low for now.

### **Appointment of Financial/Endowment Committees for 2019-2020:**

After some discussion about merging these two committees, it was decided that they would remain separate. Finance Committee members include Betsy Taylor (Chair), Christy Curran, and Doug Poutasse. Endowment Committee members are Doug Poutasse (Chair), Tim Fulham, and Betsy Taylor.

Members of the Endowment Committee will meet with Advocacy and Witness on December 2, 2019 at their request to discuss how UUSWH endowment funds are invested.

It has come to the attention of Standing Committee, that additional funding for the Community "Messiah" Sing on Sunday, December 15, 2019 is required as there will be paid soloists, organist, and orchestra members. It was decided to allocate funds from the Music Budget, and possibly from the newly created John Kaufmann Music Fund for this event. Work to clarify the focus and restrictions of various endowment and balance sheet funds is in process.

## **150<sup>th</sup> Anniversary Planning**

The SC authorized the formation of a planning committee for the celebration of UUSWH's 150<sup>th</sup> anniversary in 2020-2021 with Singu Srinivas as Chair, Kathy Kaufmann (Fund Raising) and Elaine M. (Communications). Karen Q will speak to Singu about how he envisions the role of Standing Committee liaison before she considers filling it.

## **Personnel**

Elaine M. announced the membership status of this committee as follows: Past Chair (herself), Treasurer (Betsy), a member of the Congregation at large (Vic Polk), and Rev. Kelly. The current Chair of the SC also attends meetings of the Personnel Committee. Standing Committee voted to approve the committee as presented.

## **Bylaws Revisions**

Using more recent bylaw models of three other UU churches for guidance, the outdated 1963 UU Wellesley Hills bylaws are under revision by a group including Kathy C, Elaine M., Tim F., Doug P., Karen Q, and Rev. Kelly. A new set of bylaws will be presented to the congregation for their consideration and approval during this church year.

## **Facilities Use Update**

Parking plans: Boxcar ran and will continue to run \$2 special parking advertisements via flyers posted in the immediate neighborhood. Currently, we have 6-7 renters of spaces in our parking lot daily (normal rate is \$5/day). Standing Committee asked Karen Mariscal to write up a short blurb for the congregation about Boxcar.

Rentals update: Elaine reported that no new inquires for rental space have been received recently and she is dealing only with small issues with renters (propped doors, idiosyncrasies of our heating system, etc.)

## **Capital Improvements**

Maintenance, repair, and capital improvement projects are underway, stated Elaine. In addition to Jim McLaren, Chairman of House and Grounds, and John Cameron lending SC support, several church members have stepped forward to oversee projects. Joe Senecal is working on heating issues: immediately, the replacement of two circulatory pipes in the boiler and, eventually, an evaluation of the whole heating system. Thanks to Pamela Posey, the RE Wing has new carpeting. Windows have arrived for the loft through Vic Trubiani's efforts but have yet to be installed. Steve Fogg has offered to look into drainage and gutter issues. A large group of congregants worked on Saturday, Nov. 9<sup>th</sup>, on fall clean-up projects out of doors.

Betsy reminded SC members that money for capital projects should be spent, including \$30,000 remaining from the 2015 Capital Campaign.

## **Brief Updates**

- Fundraising events for 2020 include: Auction (possibly Feb. 16 and 23), Rummage Sale (March 28), Carnival (May 16), Voices Rising\* (June 21), Comedy Night (September 20), Jewels & Tools (November 14).  
\*Standing committee approved a new event, Voices Rising—an LGBTQ Choir Concert to be overseen by Marsha Fearing and her committee. UUSWH will receive 50% of the net proceeds.
- The Breeze database will continue to be maintained by Elaine and Jim Lillie; since Breeze manages people and not other kinds of data (such as Standing Committee minutes), our webmaster Kevin Childress is working on how we might best store documents securely on the web site.
- Signage: Lise Olney is pursuing approval (November 13<sup>th</sup>) from the Wellesley Design Review board for the installation of a banner and frame in front of the Church parking lot.

- SC Listening Session: A positive tone permeated this meeting on November 10<sup>th</sup>, attended by 7 congregants and 5 Standing Committee members.

## **Executive Session**

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

Communicating membership expectations; committee structure; facilities management

**Standing Committee meetings:** The next Standing Committee meeting will be on **Monday, December 9**. Future meetings will occur on the second Monday of the month (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)