

OPERATIONS COUNCIL Meeting

Wednesday, October 18, 2017

Basement classroom, 7:00 P.M.

The meeting was called to order at 7:05 p.m.

Present: Susan Bartlett, Judy Curby, Jeannie Chaisson, Laurel Farnsworth, Rowan van Ness, Andrea Kelley, Ted Hess-Mahan. **Guests:** Josie Greene (BOT). **Assistant clerk:** Linda Ross

Invocation / Chalice Lighting– Jeannie Chaisson

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

Minutes – September minutes. Laurel moved to approve the September minutes, Jeannie seconded, 5 voted to approve, motion passed

Judy moved, Jeannie seconded motion to have a table for the Holiday Fair at each coffee hour until December. Unanimous approval (done prior to this meeting).

Staff Update

Erin –not able to make meeting tonight.

Rowan- Erin is at a study group meeting that meets several times/yr.

Youth coordinator has been hired – Dani Patrick (uses “they” pronouns). Dani@FUSN.org (took over from the last “Dani”). Laurel gave the OK to order gender-neutral signs for the upstairs bathrooms. There are 20 first-graders in RE – using Headstart room. Working on ways to accommodate all children. Ted asked if there was a protocol for reporting any incidents for liability reasons; Rowan said no, but asked for help in developing one. Ted will check.

Overall having good turnout at classes.

Sunday session – some families came, affected by good weather that day.

Report on BOT meeting – Ted Hess-Mahan.

A couple of new members were approved. There was a brief discussion with Erin about the name change; she was glad that there was a 2/3 majority. Brief discussion of Mandy Beal, who will her ordination here April 22, 2018, time not yet determined. A committee has been set up to organize this. Some members are working on a possible revision to the board covenant (Chris Krebs). Talked about the committee set up for safe congregations. There was a two piece discussion of the upcoming financial summit. Josie Greene and Barbara Bates gave presentations on the fiduciary responsibilities of board. His take – part of responsibility is to listen to others who are also involved; don't have to agree, but if not, need to have reasons for disagreement.

Financial – Judy Curby

Review of year-to-date spending – Doing OK so far, ahead of budget in pledges as of now. Ted had a question from the financial summit about whether pledges online are coordinated with report. Judy said that there was some confusion about online pledges being recorded at incorrect intervals (e.g. monthly instead of annually). If done incorrectly and too much money is automatically withdrawn from an account, the money is refunded.

Status of updated financial policies – Susan said that updated policies have been travelling between people (Dan Brody) who have added comments. Judy has an edited copy from Dan. Need to decide next step. Laurel and Susan said that they thought Dan had additional changes since last review. Susan will review again. Judy suggested that if no additional changes, perhaps send on to BOT. Judy will accept changes and send around to Ops Council and Finance Committee for review.

Next steps after financial summit – how to help

Judy –at financial summit there was discussion of having the member database (Realm) used for pledge data. In the past, the membership coordinator has not had access to pledge data. At the summit, it was agreed to give Sam access so that he could input data. Sam will talk to Peter Farago to decide how to transfer data into Realm. Jeannie raised concern about the amount of time that might be needed for data entry. Judy said that Sam thought that some data could be imported into Realm. Need to make sure this is correct, or may need to find assistance for Sam.

Judy – pledge raising should not be year-round activity, but congregation needs to be kept updated. A committee was formed after the summit to determine ways to do this. Josie said she volunteered to be on a committee to determine why people didn't pledge last year. Rowan said that they have attendance records of children's attendance at RE if that would be helpful in reaching out to parents.

Update: Committee issues/reports

Committees and chairs – Susan had sent updated list of committees and chairs. Some updates were done, including removing the Green sanctuary committee which has been inactive. Rowan found information about it on the website; there was discussion about how to handle. Susan will ask Eric if he wants to be a committee and have his name on it.

Memorial committee – needs a chair. Fran has a list of those who want niches in the future. Laurel - Prices have gone up. Have not been able to find manufacturer who can match the finish on the plaques. The niches contain remains of people, some unlabeled. Andrea will get more information from Laurel and make a contact re engraving.

Pledge drive activity – Saul will continue; Ellen not continuing.

Worship – Curt Lamb

Welcoming congregation committee removed; Welcoming Congregation Implementation Team is active.

Discussion of how to handle several “chore” jobs – e.g., ordering coffee for coffee hour; how to order food if wanted for coffee hour.

Communications – Susan is meeting with Sam tomorrow, will discuss how Ted will liaison with him.

Susan will ask Jacki Rohan and Naomi Olson if we need the denominational affairs committee.

Fundraising activities - Jeannie - music has no plans; social action – Lynn Holbein away, Jeannie will check. RE – Rowan – potential for a fundraiser in January 2018.

B & G – review property insurance and liability coverage. Laurel – bill came, asked if insured amount has been increased (on October 10; checking on it now). Current value for building on insurance is \$14.5 million.

Newsletter columns – Jeannie will do next one (November) on volunteering on Sunday mornings.

Discussion about communications – ways to assess, find out about new people attending.

Room rental agreements – Susan – long vs short form – went over list of items for which the long form should be used.

Thank yous

Vern Ellis for Ferry Beach

Meeting adjourned 9:05 p.m.