

## OPERATIONS COUNCIL MINUTES FINAL

Tuesday, August 21, 2018  
Children's Chapel

Attending: Susan Bartlett, Laurel Farnsworth, Ted Hess-Mahan, Lucy Boyle, Sharon Sisskind (by phone), Josie Greene and Chris Krebs (Board of Trustees members, observing), Linda Ross (asst clerk)

Called to order 7:15 p.m.

Invocation/Chalice Lighting/Reading – Ted

### **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- May. Ted moved to approve with amendments by Judy Curby; Laurel seconded; motion passed unanimously.
- Waive rental fees for Bruce Pemberton's memorial service (sent by email July 20, 2018, 5 voted to waive, approved)
- Music benefit concert for UU Urban Ministry (email vote in May, approved)

**Staff Update** – none.

### **Report on BOT Meetings** - Susan Bartlett

Susan attended the May and July board meetings. Chris Krebs was elected chair, and Josie Greene, associate chair. The May meeting included a discussion of accomplishments over the past year.

### **Financial**

- The first Finance Committee meeting is in September; Laurel is not aware of any issues at this time.

### **Update:**

- FUUSN parking situation  
Laurel – there was a community meeting last Sunday after service. She thought it went well; people had their questions answered. There were about 20 attendees in addition to Board and Ops Council members. The developer will put in additional parking spaces (18 total); new spaces will be in the area behind the

building, up to the fence adjacent to the children's play area. He will do engineering (including flood control – runoff, etc.). He will also put in lighting. If the proposal for his building (old Santander building) is approved, when construction begins the parking lot behind the current bank will be fenced off. That parking lot will be reduced from 61 to 49 spaces. FUUSN will be able to use the lot on Sunday mornings, depending upon what restaurant goes in and if they offer brunch. He will want backing of the Board of Trustees for his project, and no appeals from FUUSN for permitting process. The new parking lot would be a private agreement between FUUSN and the developer; it does not require city approval. FUUSN is a Dover organization, and as such is exempt from some regulations such as the number of required parking spaces. A new parking lot is dependent upon the developer first getting approval from the city for his project. The question was posed as to when our parking lot would be built, depending on all approvals; Ted indicated that it depends on approvals and any appeals that might be filed. Laurel indicated that it would need to be started before the November 15- December 1 timeframe, or would have to wait until after winter.

Laurel had spoken to our two FUUSN West Newton business owners; they are in favor of FUUSN going ahead with this proposal.

- **Hearing aids in Sanctuary**

Laurel –this issue has been under discussion for at least 10 years, since the sanctuary was last remodeled. Currently there are portable devices with battery packs that can be used with or without a hearing aid. Some hearing aids now have a switch that can connect to a wired loop in the floor and not need the battery pack. It is not clear how many people actually need this technology. Peggy Ellertson sent her contractor to a meeting with Laurel, George Martin, and Jud Leonard; the contractor gave a price of \$10,000 to install the loop over the entire sanctuary. Jud priced the technology separately with FUUSN installing it; parts would be approximately \$2,000, and would need to pay for labor to install. Still not sure how many people need it. The project is currently on hold while Jud assesses need.

### **Review liability release form**

Ted - reviewed the history of the need for such a form; would be used primarily for events involving physical activity for which the leader/sponsor is not paying rent. It would not eliminate the possibility of being sued, but would be helpful in that event. FUUSN insurance covers incidents that occur under normal use. Other activities, especially that involving physical activity, might pose a risk. Laurel moved that the form be adopted, Sharon seconded, 4 votes in favor, 1 abstention, motion passed.

### **Update: Committee issues/reports**

- CORI checks (Susan) – FUUSN has been doing them for staff, but not volunteers. FUUSN's insurance company has changed its requirements to now include a national CORI check; FUUSN has only been doing a Massachusetts

check. The rules/need for CORI check would now apply to adults chaperoning children for overnight activities. Susan spoke to two people; one said that without a national check, liability coverage would be reduced significantly. She had received two different estimates of how much the coverage would be reduced, so is not sure which was correct. In any case, all thought it seemed reasonable to perform the national CORI checks. A vote was not taken pending confirmation of details. FUUSN's policy year starts in October, so there is time to implement.

- Last year, Fran and Judy Curby filled out a form relative to safety issues; FUUSN received a significant discount on the insurance premium as a result. This form needs to be submitted every 3 years, so it is not necessary for the coming year.
  
- B & G work update - Laurel
  - Hearing aid work postponed.
  - Still waiting for sprinklers to be installed for the front garden (to be run from water retention tanks, more difficult for installer) – waiting on proposal. Fall landscaping is not able to be done as a result.
  - Wanted to replace a leaking kitchen sink – has a contractor but he is very busy, but working on it.
  - Third project – remove the urinal from the men's restroom near the Parish Hall, install a baby changing station, and put up gender neutral signs. The plan is to have the urinal removed when the kitchen sink is repaired.
  
- Safe congregation work  
Susan gave background for new members. This is an initiative started by the board last year. Brooke Foucault-Welles is a liaison; Eric Haas (not sure if he will continue); Jeannie Chaisson (also not sure if she will continue). It will include physical safety as well as other safety issues.
- Fair and yard sale - Laurel – she, Judy Curby, and Ruth Comstock met to update the fair manual. Connie Stubbs, Denise Bousquet, and Kieran Reynolds will be co-chairs for the yard sale.
- The next Ops Council meeting is scheduled for September 18, but that is Yom Kippur. Susan will send around possible dates to re-schedule. Ops Council retreat scheduled for September 25.
- Schedule November and March committee chairs meetings (do at September meeting)

## **Thank yous**

Decided that writing these will be shared by Ops Council Members – person who does refreshments for the month will write that month's Thank Yous. For this month, Susan will write to Denise Bousquet for Sandy Island, Laurel to Curt Lamb and Lois Shapiro for summer services.

Meeting adjourned at 8:40 p.m.