

**FIRST UNITARIAN SOCIETY IN NEWTON  
OPERATIONS COUNCIL MEETING MINUTES  
MARCH 13, 2013**

Present: Pat Rohan, Kim Shanks, Laurel Farnsworth, Rev. Erin Splaine, Perry Montrose, Jeannie Chaisson, Alan Cody

The Assistant Clerk arrived at 7:45 pm. These minutes are a combination of notes of the Assistant Clerk and the Chair of the Operations Council

The Council reviewed the budget to date with no major exceptions noted.

Laurel reviewed the Building Master Plan and Building Condition Assessment. Desired improvements and required maintenance total in the millions. With input from the congregation, we need to determine the priorities and what will be in a capital campaign and what will be done over time through the normal major maintenance budget. A committee is being formed to find and work with an outside consultant.

Flat roof update- Laurel reported that the flat roof is leaking badly and must be repaired. Since the cost exceeds the approval limits of the Operations Council, Board approval is needed. The repairs must be done when Pine Village is not in session.

Committee Chairs Meeting-Pat reported that the second meeting of the Committee Chairs for this year will be held on Saturday morning, March 30 in the Alliance Room. The format will be the same as prior meetings and light food will be served.

Committee Fair – Pat also reported that there will be a Committee Fair in the Parish Hall after services on April 21. We have not had one of these for several years. This will be an opportunity for Committees to set up tables and talk to members of the Congregation about what their committees do. Aside from making sure that space is available in the Parish Hall and advertising, the Operations Council does not do much. It is up to the committees to prepare any materials, etc. for their respective tables.

FUSN will be renting out space on March 15 for a city-wide Newton Jazz Night which will be open to the public and have a large youth attendance. A

question has come up about the need to have police presence for security. After discussion, the Operations Council concluded that a police presence would be necessary and that the renter would be responsible for providing it.

Communications Committee Update: The committee will be holding a Circle of laptops on May 19. Bonnie McDonald is working on a flow chart for outside communications. The Communications Committee will be surveying the congregation for feedback on FUSN's many communication vehicles.

Pat reported that the Membership Committee has been discussing who would take over many of Kristin's responsibilities when she leaves. Erin indicated that there has been much discussion about how a new Assistant Minister would take over the responsibilities that Kristin has. This will be the main focus of a new Assistant Minister.

Laurel reported that the Green Sanctuary committee has started a film series.

Alan Cody reported that Carla Erb will be leaving the Finance Committee, so looking for a person to fill that slot.

RE- Kim reported on a Coming of Age (COA) visioning meeting – adults, including past leaders, shared what they like, dislike and what they think a COA program should be. Perry reported that 3 follow-up meetings are being held with those who expressed interest to come up with recommendations for changes to the program. Decisions will be made after reviewing the recommendations made.

RE budget: Perry reported that next year's budget request will include \$2K for special events (Rosh Hashona, fun nites, etc.). It was noted that RE is \$400 over budget currently due to costs for the Passover seder. Laurel made a motion to approve \$400 over budget for the Passover seder. Jeannie seconded the motion and it was passed unanimously.

Council for Social Action - Pat said the Council would like to grandfather in certain fundraising events so they would not have to come to the Ops Council for approval each time. We should expect a specific request to come.

Laurel moved to accept Adrian Fink's request to set up a fundraising table for the NAMI walk. Motion seconded and approved.

Report on Board Meeting – Alan indicated that the board looked at long-term projections on the additional cost for an Assistant Minister. If we only had 4% pledge increase, we'd have a potential budget deficit of \$100k.

Bruce Henderson provided the board with an update on the Annual Budget Drive. Lots of people signing up for pledge parties. This is a more pleasant process for canvassers. Bruce is anticipating having the budget drive largely done by the end of April.

Bylaws amendments – We are expecting one correction from the floor to correct a number in the proposed by-laws amendments.

Erin reported on discussions about the new Assistant Minister position. The plan is that this will be a hired position and not a called position. This gives the congregation more flexibility regarding budgeting issues and whether to retain the position. The downside is that we may get someone with less experience.

Discussion of the work of the Conflict Resolution Committee was deferred. Pat pointed out that the next step is to put together a joint Board and Operations Council committee to devise a plan for implementation. It may involve a change to the Bylaws...right to terminate membership for reasons other than non-attendance.

Pat will be away for the scheduled April 10 Ops Council meeting date, so discussion about the date of next Ops meeting. Agreed on April 17. Alan will be away, and Anne may not be able to attend. If the remaining 4 can attend, there will be a quorum.

Pat: Highland St. parking update. Alderpeople Swiston and Fuller are requesting banning parking on both sides of Highland Ave up to Temple Ave. A Highland Street resident has requested this ban. There was discussion about encouraging FUSNites and local businesses to oppose this proposal.

Thank you's: Coffeehouse: Laura Bishop, Carol Reichert; Fellowship dinner: Andrea Kelly, Ruth Comstock, Ron Margolin, COA class.

Communications Committee is looking for committee volunteers to be trained on how to update their committee websites.

Treasurer's Report - Alan Cody - trying to figure out a \$461 discrepancy with Nancy Tobias. Overall, we are within our parameters. Alan says Nancy has been of great assistance. An area of weakness is monitoring all the activity in all the restricted accounts.

The meeting was adjourned at 8:51.

Respectfully submitted,

Wendy Schwartz,  
Assistant Clerk

Pat Rohan  
Chair of the Operations Council