



COUNCIL MEMBERS IN ATTENDANCE:	Pat Rohan (Ch), Laurel Farnsworth, Alan Cody, Anne Hess-Mahan, and Kim Shanks.
ALSO IN ATTENDANCE:	Rev. Erin Splaine (Assistant Clerk: Bonnie McDonald) In attendance for part of the meeting: Karen Bottar, Kevin McCormack, Lynn Holbein, Barney Freiberg-Dale
UNABLE TO ATTEND:	Jeannie Chaisson, Mr. Barb Greve

1. OPENING WORDS

Anne Hes-Mahan read a passage from "If Love Be There," by Robert T. Weston.

*"This day, setting aside all that divides me from others;
This day, remembering that the world is beautiful
To him who is willing that it be so
And that into the open, eager heart
The beauty enters in, if love be there."*

2. REPLACING FRAN'S COMPUTER

Alan Cody had spoken with Jud Leonard, and said Fran Clancy needs a new computer. A new Lenova would cost \$320.

Motion: Spend up to \$400 on Fran Clancy's PC.

Vote: Approved unanimously; 5-0.

3. PRESENTATION OF THE LONG TERM BUDGET FORECAST

Karen Bottar and Kevin McCormack presented the FUSN Long Term Forecast (FY13 to FY17), takes our budget and goes 5 years from that. They added a 3.7% increase in costs per year.

A. FINANCIAL PRIORITIES –ALAN CODY

Alan Cody mentioned a high level priority was to bring the Membership Coordinator position to full time. There was discussion about Kristin Cleveland's contributions being encouraging; and it was reported that one new family came back to FUSN because of a personal note sent to them by Kristin.

Other priorities include reducing the deficit, and reducing what we take from the endowment—from 5% to 3%. The need to grow our community and retain members was also discussed.

B. NEEDS ASSESSMENT FOR BUILDING –LAUREL FARNSWORTH

Laurel mentioned the need for us to contract with a qualified firm to conduct an independent capital needs survey/assessment to determine our capital needs for the next 20 years.

C. CONFIDENTIAL SALARY INFORMATION –ERIN SPLAINE

Erin mentioned the budget would no longer show personal salary information to the congregation, but that this information would be available to anyone in the congregation who wanted to see it.

4. PRESENTATION BY THE COUNCIL FOR SOCIAL ACTION

Lynn Holbein and Barney Freiberg-Dale presented the change that occurred this past fall, when the old Social Action Development Committee turned into the Council for Social Action (CSA). In the past, people would just show up. Now, the CSA is more systematic, and has institutionalized a more professional church model. The goal is to be clearer about the CSA and have the congregation become more involved in social action.



Meeting Date: January 11, 2012

There are now 25 distinct social action projects, and most have existed for more than 4 or 5 years. Lynn and Barney provided a flyer naming each project.

There was discussion about how the congregation was confused by the old ways and projects. Now, there will be more structure around the project and project coordination, so the process is more clear and transparent. For example, there are now five FUSN Social Action Task Forces, which will have a coordinator who will meet with the project leaders occasionally to share ideas. The new FUSN Social Action Task Forces include:

- Hunger and Homelessness Task Force (contact Judy Zacek)
- International Task Force (Contact: Charlie Watts)
- Advocacy Task Force (Contact: Peter Smith)
- Criminal Justice Task Force (Contact: Eric Olson)
- Allies for Economic & Racial Justice Task Force (Contact: Linda Rinearson)

Alan mentioned we should be recognizing people who have been doing things in the social action arena for many years. Lynn wholeheartedly agreed. Pat mentioned it might be a good idea to acknowledge long-term social action leaders in FUSN's newsletter, and to elevate the social action initiatives. An idea was discussed about an "Honoring Our Heroes" service.

Another idea discussed had to do with having the congregation choose a social action theme, with everyone promising to do something and make a commitment to get involved. Lynn said it was important to think about intergenerational activities.

Barney wanted to acknowledge Lynn for spearheading and implementing the new structure, and said she really "did what needed to be done." Lynn mentioned that a brochure was in the works.

Pat asked Lynn and Barney: "Are boxes for collections given permission?" Lynn said those who want to collect items should check with Barney or Lynn, if someone wants to take up a collection of items (e.g., clothes, canned goods, etc.).

Note: Requests for collection boxes should all be cleared through Fran Clancy to avoid competing boxes.

5. MAKING THE SCHEDULE FOR HALLOWEEN PARTY, FUSN BBQ AND YOUTH COFFEEHOUSE PERMANENT

The Schedule of Events was discussed:

Annual Halloween Party: Saturday before Halloween, unless Halloween is on a Saturday. To be determined in that case.

Holiday Fair: First weekend in December – no change here

Services Auction: Last Saturday in January

Valentine's Day Dance: Saturday before Valentine's Day or Valentine's Day if it falls on a Saturday

Youth Coffeehouse: First Saturday in March

Fellowship Dinner: Second Saturday in March

FUSN Barbeque: Sunday in June after the last full Sunday service. Will be coordinated with the RE Make Your Own Sundae event.

Note: The Coming of Age services will be happening on the first or second Sunday in March.

6. USE OF SANCTUARY SPACE

Laurel had mentioned that making the Chancel area more performance-friendly was not an easy task. Erin said that it was her intention to ensure the Sanctuary was considered sacred space. There should be a more 'intentional' use of it, to keep the energy sacred. Erin asked that all Sanctuary related activities be cleared through the Staff or Erin.

Motion: Any and all use of the Sanctuary space (including the Chancel, Loft and Flower Room) should be cleared through the Staff or Minister (Erin).

Vote: Approved unanimously; 5-0.

Laurel suggested it be put in the newsletter that folks should check with Fran about the use of the Sanctuary.



7. PRESENTATION BY THE ANNUAL BUDGET DRIVE CO-CHAIRS: BRUCE HENDERSON & JOSIE GREENE

Bruce Henderson and Josie Greene said this year's Annual Budget Drive (ABD) should reflect our diversity. They shared some new strategies, observations, and budget-related research that will be used to have the congregation 'Step Up' and take pride in their pledges and commitment to FUSN.

They reported that the ABD would have a presence in Parish Hall each Sunday, including a table, posters with information about parties, sign-up sheets, and a giant thermometer to gather enthusiasm for what we can do when we work together on a goal.

During the discussion of parties, Alan mentioned that affinity groups work well.

Bruce and Josie said there would be different messages to attract different groups and different pledge points. Josie said one message needs to be about what is exciting about all that is going well with FUSN – but we also need folks to know there is a deficit. Bruce had the beginnings of an idea for the Coming of Age program members, saying that their class gift this year could be to 'Step Up' and help with the budget drive goals.

Josie said it is the Annual Budget Drive Committee's job to make others aware that we are funding 'ourselves' and that people should give more to FUSN than their favorite external charity. Alan shared his thoughts about how Erin's ministry was blossoming, and that there is a lot of warmth and connection – which has a good impact and gets people to want to participate.

It was discussed that everyone should be considering themselves as 'Stewards' who care about the community and congregation.

Pat asked if Bruce and Josie were going to ask the Board of Trustee members to be canvassers. They answered that some had already stepped up as Captains and Party Hosts.

Kim mentioned that the pledges now need to compensate for the fact that the RE fees are gone.

8. PRESENTATION OF THE BUILDING AND GROUNDS PROPOSED BUDGET

Laurel provided two documents regarding FUSN's Building and Grounds. One was the *Budget Request for 2012-13*. The B&G Operating Budget has no major surprises. Increases are based on our current experience with HVAC costs rising steeply as equipment ages and other such items. The landscaping/ snowplowing budget and our natural gas utilities line item have been under spent because of the mild winter which offsets the unexpected classroom wall repairs (shown in the miscellaneous repairs budget) and over budget HVAC costs.

The recommendations for the next Major Maintenance budget line item include hiring a consultant to do a capital needs survey as we do every ten years (the last one was in the summer of 2002) and window repairs. The last Capital Needs Survey looked out 20 years and projected a total need of \$3 million over that period. We used that information to plan for annual operating budget line items of \$50,000 in major maintenance and two capital campaigns of \$1 million each every 10 years. These numbers are in constant dollars so they have to be adjusted upwards with inflation and new knowledge. We will take the new study and make a plan for the next 20 years accordingly.

9. CHARGING RENT TO MEMBERS FOR SPACE USAGE

There will be a larger discussion next month (February). Items to discuss include a possible fee schedule, liability and insurance issues, etc. Other questions will include: "Should be charging members fees?" and "Is it good for the community?"

Pat will put together a policy to circulate for approval.

10. UPDATE ON NEWSLETTER CHANGES

No changes were discussed.

11. UPDATING THE WEBSITE

Updates are needed on FUSN's website. For example, there are some old pictures of Rev. John Nichols versus Erin on the current site. (Nancy DuVerne-Smith is FUSN's website administrator.)



Meeting Date: January 11, 2012

12. RECORD VOTE ON ADVERTISING POLICY

Motion: Approve new advertising policy.

Vote: Approved; 5-1 (via E-mail).

13. APPROVAL OF THE MINUTES

Motion: Approve December 2011 Ops Council Minutes.

Vote: Approved unanimously; 5-0 (via E-mail).

14. APPRECIATION

Funds from the Holiday Fair came in at around \$17,000; and the Catie Curtis concert was a success. The following people were named for 'Thank Yous' by the Ops Council:

- **KIM SHANKS AND MACKENZIE HOLLISTER** – *For helping with the Christmas pageant.*
- **JACQI JAMES** – *Costumes for the Christmas pageant.*
- **NANCY MATTEI** – *Cookie makers.*
- **NEIL MCGAFFEY** – *HELPING AFTER CHRISTMAS SERVICES*

15. REPORT ON THE BOARD MEETING

Salary reporting and the budget priorities were discussed, as mentioned above.

Erin said the Dinner for the Urbans was approved by the Board of Trustees, and would be on the 19th of January. It will be \$10 a head; and the Board and Ops Council said they would cover the cost, if the collected money doesn't cover all costs.

16. BRIEF UPDATE ON COMMITTEE ACTIVITIES

A. BUILDINGS & GROUNDS COMMITTEE – *UPDATE BY LAUREL*

The HVAC budget is a 'moving target.'

B. FINANCE COMMITTEE – *UPDATE BY ALAN*

Alan mentioned they had spent most of the time at the recent Finance Committee on projections.

Pat said that the Budget Process (with Karen Bottar), to present to the Board of Trustees to clarify policies, is moving along.

C. MEMBERSHIP – *UPDATE BY PAT*

Pat reported that the Membership Directory is moving along, and that the Services Auction is coming along, too.

There was discussion about having designated greeters in Parish Hall after Sunday services.

D. COMMUNICATIONS COMMITTEE – *UPDATE BY ANNE*

The Adult RE Committee is looking to coordinate a 'Facebook 101' session soon. After that, there should be another session called something like 'Facebook 102; Using It as a Community.'

17. UPCOMING MEETINGS & SCHEDULE

Operations Council Meetings are being held on the second Wednesday of each month. Next month's meeting is 2/8/12.

Respectfully submitted,

Bonnie McDonald, Assistant Clerk
February 26, 2012