



COUNCIL MEMBERS IN ATTENDANCE:	Pat Rohan (Ch), Alan Cody, Anne Hess-Mahan, Jeannie Chaisson, and Kim Shanks.
ALSO IN ATTENDANCE:	Rev. Erin Splaine (Assistant Clerk: Bonnie McDonald)
UNABLE TO ATTEND:	Laurel Farnsworth, Mr. Barb Greve

## 1. OPENING WORDS

Jeannie read a passage from "How The Grinch Stole Christmas."

*"And the Grinch, with his Grinch-feet ice cold in the snow, stood puzzling and puzzling, how could it be so? It came without ribbons. It came without tags. It came without packages, boxes or bags. And he puzzled and puzzled 'till his puzzler was sore. Then the Grinch thought of something he hadn't before. What if Christmas, he thought, doesn't come from a store. What if Christmas, perhaps, means a little bit more."*

## 2. DOCUMENT APPROVAL OF NANCY MATTEI'S REQUEST RE: THE SALE OF GIRL SCOUT COOKIES

Nancy Mattei had made a request to the Ops Council for her daughter Sarah to be able to set up a table and sell Girl Scout Cookies in the Parish Hall during Coffee Hour on December 18, 2011.

**Motion:** Approve the table set-up and sale of Girl Scout Cookies for Nancy Mattei's daughter on December 18<sup>th</sup> in Parish Hall.

**Vote:** Approved unanimously by E-mail; 6-0.

## 3. BRIEF UPDATE ON COMMITTEE ACTIVITIES

### A. MUSIC COMMITTEE – UPDATE BY JEANNIE

Someone has offered FUSN a harpsichord. Anne Watson Born is going to look into finding a good home for it.

### B. COUNCIL FOR SOCIAL ACTION – UPDATE BY JEANNIE

The Council for Social Action (CSA) received six proposals for Task Forces, which is good news. Under the new CSA organization, groups may begin to come together to have better structure. The Task Forces may encourage people with similar causes and/or goals to work together to have better focus, synchronicity and/or efficiency. Pat has asked the CSA to consider whether collections for various causes by FUSN folks should be approved by the CSA.

### C. WORSHIP COMMITTEE – UPDATE BY ERIN

The Worship Committee is meeting again on Sunday; and Erin hopes some folks will take the lead in crafting future lay-led services, which take place one Sunday per month. This would entail coordinating all aspects of the service, which falls under the Worship Committee, including the music, chancel, etc.

There have been some growing pains regarding the Worship Committee. Erin mentioned that she would be helping the committee to focus on improving its collaborative processes and communication. For example, we need interested parties to know that there is support, and that they can get help with the service coordination. We need to make sure people do not feel overwhelmed by letting them know the lay-led services should be able to be pulled together fairly easily. The goal is to have a well-functioning Worship Committee, and to make certain that all services have a sense of importance.

*Reminder:* Curt Lamb will be heading up this year's Summer Services with some help from Noreen Kimball.



**D. COMMUNICATIONS COMMITTEE – UPDATE BY ANNE**

- **Online/Membership Directory:** Anne said the Communications Committee is going to take more photos next Sunday (with Kevin Osborne); and that there may be another “Circle of Laptops” to help people with uploading photos and updating profiles in the coming weeks.
- **Newsletter:** When asked if there was any feedback to the new practices regarding the FUSN Newsletter, Kim said she received six replies; most saying they were all for the paperless newsletter. It was mentioned that several people specifically asked Fran Clancy for paper copies; but that there were also about a half-dozen E-mail confirmations.

It was mentioned that someone thought the Newsletter should now be in color and should include photos since it is going digital.

Erin reported that Sue Skoler was making great progress with the list clean-up project.

- **Facebook/Social Media Course:** Anne mentioned that a course on Facebook and other social media is in the works.

**E. FELLOWSHIP DINNER – UPDATE BY PAT**

Pat said that this year’s Fellowship Dinner would be on March 10<sup>th</sup>.

**F. MEMBERSHIP COMMITTEE – UPDATE BY PAT**

Pat mentioned that the Valentine’s Day Dance plans were scrapped this year due to competing events. He also reminded the group that the Services Auction would be held on February 4<sup>th</sup> – and that the Pirate theme was slightly tweaked, which has become “*Carribbean Pirates*” for this year.

**G. RELIGIOUS COUNCIL – UPDATE BY KIM**

- **Teachers Needed.** At the recent Religious Council meeting, they discussed ways to recruit teachers. Kim mentioned they were changing the way they do certain things, including starting the recruiting process in April for the following year.

Barb Greve is supposed to be gathering testimonials to include in the Sunday services about how great and fulfilling it is to teach. Jeannie is going to work on gathering some testimonials from the youth.

Pat mentioned we should be sure to convey to folks that they don’t need a specific knowledge base to do this; and that training can be provided. Kim noted that it is a responsibility, and that people need to be reminded that they will get a lot out of it. For example: There are opportunities to make a significant connection with the kids; and teachers have an opportunity to get to know and connect with younger families.

- **DLRE Position.** Kim mentioned that folks are still keeping their eyes out for additional resumes for the Director of Lifespan Religious Education. The close date was extended to the end of January 2012.

**H. SERVICES AUCTION COMMITTEE: CATIE CURTIS CONCERT UPDATE – UPDATE BY PAT**

Pat reported that the Catie Curtis concert was great, and that there were over 60 people in attendance. He said it was a very nice evening, netting about \$2,000 for FUSN.

**4. POLICY INSERTS IN ORDER OF SERVICE**

Some recent events have prompted the Ops Council to consider implementing a policy for advertising and signage at FUSN.



**A. ADVERTISING AND SIGNAGE**

It was decided that nothing should go into the FUSN Order of Service, Newsletter or Business ListServ, unless it is FUSN-sponsored. Renters of space may be granted permission to put up signage a day or two before an event, as long as it is reasonable and does not block FUSN signs. (8 ½" x 11" advertisements are still allowed on public FUSN bulletin boards.)

*There will be a motion for the Ops Council to pass these policies soon via E-mail.*

**Recap:**

**Advertising Policy:** Only FUSN sponsored activities should be included in the Order of Service, Newsletter, and/or Business ListServ.

**Signage Policy:** Freestanding billboards, advertisements, signage, etc. must be approved by the Ops Council.

**B. COLLECTIONS AND SOLICITATIONS**

There was some discussion about who should become the 'go-to' people for Sunday morning collections. Pat said that people should go to the Council for Social Action for guidance about Second Collections, etc. He has also asked the CSA to consider policies on who can solicit donations of coats or supplies.

▪ **VESPERS SERVICES**

It was mentioned that there is a collection taken at the Vespers Services; yet no one was certain where the collection was going. Erin mentioned she would look into it.

**C. SANCTUARY REQUESTS**

Erin mentioned a recent incident where someone had started the process of moving the pews in the Chancel area for a concert without her knowledge. She is in full agreement that the Buildings and Grounds Committee and Ops Council should be able to make decisions and give permission for much of FUSN's building related requests. However, it is important to Erin that the Sanctuary and Chancel area space be kept sacred. To that end, Erin has asked to be involved in any decisions about the Sanctuary and Chancel area.

**5. REPORT ON THE BOARD MEETING – UPDATE BY ALAN**

**A. ANNUAL BUDGET DRIVE**

Alan mentioned that, at the recent Board Meeting, the target for the Annual Budget Drive had been established at approximately \$540,000– which is a significant increase from last year. This year's Annual Budget Drive will strive for more diversity, and will offer more group functions.

Alan also reported that there had been a substantial drop in the endowment from 2007. He also said that a feeling is emerging from some people that taking 5% from the endowment for the operating budget each year is too much.

**B. FINANCE COMMITTEE/BOARD OF TRUSTEES PROCESSES**

Alan said that he and Susan Bartlett, Chair of the Board of Trustees, had discussed priorities for the Board, including the kinds of questions the Board should ask about the budget. The Board's questions should be on a high level/overview capacity, so as not to duplicate questions that should be directed to the Ops Council. They discussed steering the Board away from asking questions that resulted in issues that were "\$200 items."

Question examples relating to the Board may include:

- What does growth mean to our congregation?
- How can people express their views about our financial wellbeing?

Pat mentioned that, at a recent Steering Committee Meeting, they talked about how they thought the Board of Trustees should be getting together in January/February to set priorities for the congregation to guide us when we have to make budget decisions.



6. EVENT DATES – UPDATE BY PAT

Pat talked about the need to set dates for FUSN’s annual events, so they are “in stone” for planning purposes. For example, the Holiday Fair is always the first weekend in December.

EVENT	UPCOMING DATE	FUTURE DATE	NOTES
Services Auction	February 4, 2012	Last Saturday in January	
Valentine’s Day Dance	Cancelled	Saturday before Valentine’s Day	Or on Saturday the 14 <sup>th</sup>
Fellowship Dinner	March 10, 2012	Second Saturday in March	
Youth Coffee House	March 3, 2012	First Saturday in March	Erin said the Youth Coffee House event should not come before the Fellowship Dinner.
Holiday Fair	December 1, 2012	First weekend of December	

Erin said we need a better balance between renting space at FUSN to outside organizations and our own events. We need the rental space money for the budget, of course; and Fran Clancy feels some pressure to rent space due to a budget line item. But it is also important that we are able to offer space to our community when needed.

7. LISTSERV CLEAN-UP – UPDATE BY PAT

The issue was raised as to whether people should be eliminated from FUSN’s ListSers if they leave the congregation. There was discussion about how some people had special reasons for wanting to stay connected to the ListSers. Jeannie suggested it would be best to regulate ‘misuses’ of the the General List, but that they also let people stay connected.

8. ASSOCIATION SUNDAY – UPDATE BY ERIN

Erin asked to have one Sunday per year dedicated to the subject of understanding our larger connection to the world, and have a special UUA guest lead a special service. The collection from this Association Sunday would be used for the UUA scholarship, which helps students coming up into ministry, offers continuing education grants, and gives opportunities for ongoing training for religious professors and retired ministers and families.

There was some discussion about how we should remember to be intentional about who we want to give money to. It was also noted that we pay a fair amount of dues to the UUA.

**Motion:** Approve donating the Association Sunday Collection to the UUA for every year.

**Vote:** Approved unanimously by Ops Council members in attendance; 5-0.

9. 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:

- SHEILA ARDERY – For chairing the Holiday Fair.
- CATIE CURTIS – For her generous gift of the concert.
- NAOMI OLSON – For organizing the concert.
- CAROL REICHERT AND JERRY SHEREDA – For hosting the concert in their home.



**Meeting Date:** December 14, 2011

- **SUE SKOLER**– *For all of her work making calls for the list, and cleaning up the database.*
- **OTHER HOLIDAY FAIR HELPERS** – *Acknowledge the others who worked to make the Holiday Fair a success in the Newsletter.*

#### 10. OPS COUNCIL MEETING MINUTES PROCESS

The draft Ops Council Meeting Minutes should go to Pat for editing, before going to the rest of the members.

#### 11. UPCOMING MEETINGS & SCHEDULE

Operations Council Meetings are being held on the second Wednesday of each month. Next month's meeting is 1/11/12.

Respectfully submitted,

*Bonnie McDonald, Assistant Clerk*  
*January 24, 2012*