

**FIRST PARISH BROOKLINE
PARISH BOARD MEETING MINUTES
March 6, 2017**

Attending: Sue Andrews, David Cave, Michele David, Ben Davis, Alice Mark, Stacey Raczek, James Shillaber, Rev. Rebecca Bryan.

Chalice lighting and reading: Rev. Rebecca, Pema Chondron from *Prayers for Hope and Comfort*

Check in

Consent Agenda

Minutes of the February 6, 2017 PC meeting were offered for approval. It was moved and unanimously approved to accept as was amended via email.

An RE Search Committee is being formed. Alice Mark will serve on the Committee as representative of the Parish Board.

Announcements

- After the congregational meeting on bylaws, the LDC is now the Nominating Committee. Alice Mark will serve as the Board representative on this committee. Ann Dinsmoor will serve on the committee until June, when Sue steps down as Board Chair and will join. This spring the Nominating Committee will need to identify 3 candidates for the Parish Board, 1-2 members for the Nominating Committee (who have not on Board past 4 years) and an alternate Moderator.
- The Board will need to complete an evaluation of the interim ministry.
- We will take photos of Board at our next meeting for the church website.
- Sue placed a notice in the March newsletter about how to participate in board meetings
- UUA General Assembly will take place June 20-21 in New Orleans. An announcement seeking representatives to attend was in the newsletter.
- There is an opportunity to have a healing meeting for leadership if of interest.

Ministers Report

Strategic Business

- I. **Preschool building rental proposals.** Bob Williamson and Sara Warren joined to share information about current negotiations (summary report previously shared with the Board).

Bob and Sara reported that many documents have been circulated and several communications have occurred with three potential rental parties. Bob asked whether there were any concerns or urgencies regarding timing for this issues and Ben reported that no income from these potential rentals has been incorporated into this year's budget.

We have shared with Clinton Path a proposal for a short-term one year opportunity, have not yet had a response. This opportunity would not require any site modifications; the preschool would be located on the bottom floor of the church.

There is not a current timeline for renovations and repairs that would make the downstairs more suitable for a longer-term tenant. One possibility is to work on the design while a short-term tenant is in place. One advantage of having a short-term prospect is to learn more about the experience of working with a preschool tenant.

We discussed whether there were any considerations beyond market value in identifying rental rates. It was agreed that it would be good to have a tenant that is consistent with our mission. We will share the congregational mission with prospective tenants so they have a clear understanding of our community. Rev. Rebecca recommended that we also explore how a tenant would like to operate in relationship. Would an FP member become a member of the preschool's board, for example?

The Children's Center of Brookline is potentially seeking a short-term space in three weeks. It was moved and unanimously approved that the Task Force proceed with negotiations with the Children's Center.

We need to share information about these opportunities with other committees. Bob will attend the next staff meeting to present information (scheduled for the next day). We also need to schedule a session with the congregation to share information, gather feedback.

2. **Quarterly Financial Report.** Ben shared the summary P & L statement for the first half of this fiscal year, 7/2016 to 12/2016.

Actual pledges were about 17K below goal. The second Phase of the FP silver sale will provide a small deposit to the endowment. Payroll costs have been slightly below budgeted and we will see more decreases the rest of the fiscal year as the RE position no longer draws a salary.

There is a Finance Committee meeting scheduled soon and then a congregational conversation on March 26. At the congregational meeting Ben will present a version of the budget with a sustainable 4.5-5% draw and some alternative configurations with various staffing models. We will discuss options, noting a need to either increase revenue or decrease expenses and participants to share their ideas.

It was moved and approved (5 yes, 1 no, 1 abstention) that staff except for the interim minister be asked not to attend the congregational budget conversation on March 26.

3. **Policy for Ministerial Search Committee selection.** The Transition Committee reviewed the calendar with Rev. Rebecca and determined that there is essentially a 3-4 week window available for the nomination process. We will provide information on the process to the congregation over the next weeks via newsletter and emails, including what qualities would be good in a Search Committee candidate. The previous ministerial Search Committee will meet next week to share their thoughts on the process. There will be a meeting after service on March 19 to discuss the process. The minister's sermon on April 2nd also will describe the search process. The nomination process will start with an email going out April 3rd. The final list of candidates needs to be disseminated by May 5.

The email will allow members to identify up to 5 candidates for the Search Committee. The nomination process will be open through April 16. The top 12-14 names will be compiled and contacted by the Board to determine willingness to serve; brief bios will be

collected from interested candidates. Before the Annual Meeting members will vote for up to four final candidates. The top four will be selected for the Committee. This will be supplemented by three additional members selected from the list of nominees from the Parish Board.

4. **The Parish Board meetings will start at 7:30 as of April 3.**
5. **Debrief Board meeting with Meck Groot.** Those who attended the session with Meck Groot provided a few words to share their perspective on the experience. One conclusion is that we will provide more intentional anti-racism support for the Search and Transition Committees and to support our first Board Chair of color. We may engage consultants to work with the Board next Fall on issues of race and class, with proposals presented this spring.

The meeting was adjourned at 9:50.

Respectfully submitted,

Stacey Raczek
Clerk