

**FIRST PARISH BROOKLINE
PARISH COMMITTEE MEETING
September 9, 2013**

Parish Committee Members Present: , Steve Davis, Ann Gilmore, Stacey Raczek, Ryan Kim, Greg Buckland, Ann Dinsmoor, Julie Horvath, Ann Congleton and Jake Walters
Others Present: Rev. Jim Sherblom, Janet Britcher, Karla Baehr, Sophia Johansson and Sean Neil-Barron.

Approval of minutes: Upon motion duly seconded it was voted to approve the minutes from the Parish Committee meeting of Jun3, 3, 2013.

Search Committee: Janet Britcher, chair of the 2nd minister search committee provided a handout describing the activities of the committee (a copy is attached) since it was formed this past summer. Janet advised the PC that candidates will start to apply in November although the committee will not review resumes until January. Janet also provided a draft of a congregational record, which is an ongoing work. Janet advised the PC that the search committee will share the final draft of the congregational record with the PC by November 4th and with the congregation on November 17th. The final version will be submitted to the UUA for candidates to review, by the end of November. The search committee is having an upcoming weekend retreat, which Rev. Jim plans to attend. A brief discussion was undertaken concerning the PC's expectations regarding a final candidate or candidates submitted to it by the search committee. It was agreed that the search committee would submit the name of candidate it considers the most outstanding to the PC, for its and Rev. Jim's final approval.

Capital Campaign: Karla Baehr and Sophia Johansson began their remarks by advising the PC that they have named the committee the Building Stewardship and Capacity Discernment Team. They stated that the mission of the committee is to determine by next annual meeting whether or not First Parish has the capacity to undertake a capital campaign. In furtherance of that goal, Karla and Sophia indicated that the weekend of October 4-6 will be devoted to meeting with members of the PC, other committees and members of the congregation and it is being labeled as "next step weekend". Karla indicated that Mark Ewart of the UUA is working with them to obtain a finance history and current needs of First Parish while the Building and Grounds committee is working on a list of possible uses for our physical plant. Karla and Sophia closed their remarks by requesting assistance from the PC with their mission statement and offered to report again to the PC at its November meeting.

Policy Documentation: Sean Neil-Barron then addressed the PC. Sean is a divinity student who will be working 12-15 hours a week doing research into our governance structure with a goal of bringing his findings to the Committee and offering suggestions as to how we might improve or streamline our governance. Sean told the PC that Elizabeth Cousins, an archivist, has assembled and organized about 1/3 of our written history. Steve Davis expressed a concern that we may be out of step with our by-laws and thought it a good idea to review the minutes of recent annual meetings to see if we are in compliance and if not, what steps we might take to rectify that. Ann Dinsmoor thought looking into past safety policies, if any, was a good idea. Sean will report back to the PC on a monthly basis as he plans to attend our regular meetings.

Minister's Report: Rev. Jim reported that at present we have 169 pledging units, the highest in the history of First Parish. Rev. then turned to the auction and advised the PC that both the co-chairs have experienced personal complications resulting in the preparations for the auction, scheduled for October 19th being seriously behind schedule. Rev. Jim stated that significant help was needed if the auction was to move forward. Steve Davis stated that he would reach out to some members of the congregation to see if they would be available to assist and it was felt that if sufficient pledges of help could be obtained within a week or so the auction ought to go forward. Rev. Jim concluded his report by providing a written list of the Ministerial Team goals for Fiscal year 2014 (copy attached).

The final items discussed were scheduling PC members in the pulpit and it was agreed that a once a month schedule would be adequate. Stacey agreed to cover September, Ann G. October, Greg November and Ann D. December. The PC then turned to the creation of a Parish Committee web page and it was unanimously agreed to move forward with that.

There being no other business it was unanimously voted to Adjourn.

Respectfully submitted
Jake Walters, Clerk