

**FIRST PARISH BROOKLINE  
PARISH COMMITTEE MEETING MINUTES  
May 2, 2016**

**PC Members Participating:** Sue Andrews, Michele David, Ben Davis, Ann Dinsmoor, Elena Garofoli, Ann Gilmore, Stacey Raczek, and James Shillaber. Steve Davis participated by phone. Also Rev. Rebecca Bryan

**Consent Agenda**

Items for congregational approval at Annual Meeting on May 22

1. Leadership Development Committee nominations:  
Elena reported that we need to nominate three new members of the LDC. We have one nomination– Sara Warren and another possible one –Gene Thompson Grove.
2. Proclamation honoring our 300<sup>th</sup> year celebration 2016-2017
3. Appointment of Jeff Cadow as trustee of the Jane Hoey Fund
4. Reaffirmation that the vote in 2006 on becoming a Welcoming Congregation included transgender and approving the hanging of a transgender flag outside our church building.
5. Sponsoring Anya Phillips Thomas for Fellowship as a UU minister
6. Join with the Unitarian Society of Hartford to ordain Erica Richmond.

Items 1-6 were **APPROVED** for recommendation to the congregation at Annual Meeting

Minutes of the PC Meetings on April 4<sup>th</sup> and April 18 were **APPROVED**

**Budget Revisions**

With the recent news that Rev. Maria Cristina is being sought after as the minister for a UU church in California, Rev Rebecca has prepared contingent revisions to the budget for FY2016/17. Her suggestion is that we make no new permanent hires for next year, and work with our current staff to increase their pay and responsibilities. She is recommending the following additions to the budget:

- Preaching: because she and Rev. Maria Cristina have both been preaching 2x a month on average, the suggestion is to increase Rev. Rebecca's preaching to 2.5 times a month (plus special services) and allocate \$2500 for 10 guest ministers.
- Pastoral Care: the suggestion is to allocate \$1,000 in additional reserve for emergencies during Rev. Rebecca's 4 weeks of summer vacation and to allocate \$1500 for training of the Pastoral Care Associates in Small Group ministry.
- Social Justice: the suggestion is to allocate \$10,000 to retain the services of consultant(s) for anti-racism/multiculturalism work and congregational growth and discernment.
- Youth Programming: the suggestion is to allocate \$2500 to support at least three activities for youth over the course of the church year.
- Adult Faith Formation: the suggestion is to increase our Membership Coordinator's hours by 10/week and allocate \$10,765 for the initiation and scheduling of adult faith formation classes. The classes would be taught by volunteers recruited by the Coordinator. This allocation would be for one year only.
- Administration: the suggestion is to increase our Office Assistant's hours by 10/week as needed, and to allocate up to \$11,624.

The total of these additional budget items equals \$37, 389.

Stacey explained that the total projected cost of Rev. Maria Cristina's salary (\$51,563) plus fringe benefits for next year would total approximately \$70,000. Reverend Maria Cristina has asked to be paid from July 1<sup>st</sup> to August 7<sup>th</sup> 2016, for a total cost of \$7,728, which, when added to the additional costs of \$37,389 proposed by Rev. Rebecca, means that we will be spending \$45,117 of the \$70,000, and saving approximately \$25,000 by reducing from 1.75 minister to 1.0 minister.

We have already held 2 budget hearings on April 24 and May 1, and will be holding two more hearings on May 8 and May 15 to allow plenty of opportunities for congregants to ask questions and give feedback on these budget revisions, which will then be voted on at annual meeting.

A motion to recommend this new contingent interim budget to the congregation was **APPROVED**.

**Song** – Sue led us in singing “Kookaburra Sits in the Old Gum Tree.”

### **Task Force on Past “Unfair Compensation”**

The Executive Committee presented a Proposal that:

The Parish Committee establish a 6-member Task Force on Unfair Compensation to analyze past staff compensation patterns and practices for the purpose of recommending to the Parish Committee by October 2016:

- What, if any, payments for current or past staff members should be made to compensate for any past injustice in compensation in church years 2013-14, 2014-15, and 2015-2016; and,
- What, if any, guidelines for staff compensation practices should be established going forward.

During our discussion, we realized that part of the perception of “unfair compensation” comes, at least in part, from a lack of a policy guidelines or performance criteria for how we should pay. Rather than rush into this review of past compensation, it was suggested that we embrace the concept of this review and see it as a way of living into our mission.

We also concluded that it is important for the Parish Committee, rather than a Task Force, to develop reasonable criteria for determining rates of compensation for our staff, and to investigate our past practices. In the past, we have relied on our Senior Minister to decide, but it is really the responsibility of the Board. The PC will, with the recommendations of the Human Resources Committee, develop more comprehensive compensation practices, taking into consideration factors such as qualifications, experience, performance, and the UUA compensation guidelines. As part of its work, the HR Committee will look back over the last three years to analyze how we paid our staff during that time. Based on the HR Committee's findings and recommendations, the PC will determine if any of our past compensation practices during this period were unfair, and, if so, will develop a proposal to share with the congregation in advance of the next Annual Meeting in May, 2017.

A motion that “the PC commits to developing a comprehensive approach to the compensation of staff” was **APPROVED**.

## **Executive Session**

*(Typically the details of executive session discussions are not reported in the minutes. However, because the details of this session were focused on compensation levels for our senior minister which will become part of the congregational budget discussions and vote at Annual Meeting, they are included here as a relevant part of the record).*

Rev. Rebecca left the meeting and we went into Executive Session to consider an additional salary increase for Rev. Rebecca. At our last two executive sessions on April 4<sup>th</sup> and 12<sup>th</sup> we discussed a salary increase for Rev. Rebecca and, on April 12<sup>th</sup>, approved an increase of \$6, 550, over her current salary of \$82,000. (She started in January 2016 at a salary of \$80,000, which was increased by \$2,000 in February when she completed the first of several trainings in interim ministry.)

Because Rev. Rebecca will be assuming additional responsibilities as our “solo minister,” the motion from our Chair is to increase her salary by an additional \$3,025 which would bring her to a salary of \$91,575 for FY 2016/17 starting in July. 2016. This motion was **APPROVED** with six in favor, one opposed, and two abstentions.

Respectfully submitted,

Ann Gilmore, Clerk