

United Church on the Green
Leadership Board Meeting April 12, 2023
Minutes
via zoom

1. The meeting was called to order by Al Forino, moderator of the congregation, at 7:05 p.m. Present: Don Bertrand, Christine Maursky, June Richards, Julie Peterman, John Sawyer, Dennis Titley, Moderator Al Forino, Interim Minister Rev Kevin Ewing. Absent: Tim Bertaccini, Jane Jervis, Karen Schneider. Rev Kev opened the meeting with a prayer.

2. The Minutes of the March 8, 2023 meeting were approved by consent.

3. John presented the Treasurer's Report. We are 75% through the budget year. Our income is at 75% and our expenses are at 78%, mainly because of unanticipated capital expenses. We had a power surge at the parish house which knocked out both furnaces. Chris then asked a question about the Youth Group line item which was budgeted for \$2,000. We have not spent any of that money, and Chris wanted to know if she was supposed to do anything to request that payment. We are supposed to pay \$2,000 per year to the Federated Youth Group. Al answered that she should send an email to Nancy Lupi so they can be paid.

John then reviewed the major changes between this year's and next year's Budget. On the expense side, the big changes were:

1. Insurance went up by 39%, an increase of \$12,000, due to our claim for the water-damaged Bradley Room.
2. Utilities went up by 17%, an increase of \$5,000.
3. Staff Salaries went up by 5%, an increase of \$12,500.
4. Sr. Pastor Package increased by 20%, or \$24,293. (Al reminded us that the budgeted Sr. Pastor Package is very close to what we were paying Jocelyn.) On the Income side, Building Usage went up by 60%, which appears as an increase of \$33,050. That's not as good as it looks. Those numbers are "budget" 2022-23 vs. "budget" 2023-24. The annualized current building usage that we're earning is \$69,500. When we did last year's budget, we didn't know how much we were going to get from IRIS.

The other portion of the increase is we have been renting the apartment in the Parish House for years to Will at market rate and we haven't been showing the income anywhere. So the building usage not only went up because of the increase of 6% that we are attempting to convince IRIS to give us, but also the \$12,000 we haven't been accounting for.

We will also (hopefully) be renting to Shalom, as well as Orchestra New England and ISM. So what we ended up doing was increasing our draw on the Endowment from 5% to 5.5% (annualized over the last 3 years). This means the budget has a \$14,000 deficit, which is about 2%. This is just about what last year's was.

John then showed the Board a Pie Chart Allocation of Expenses by Category for next year's Budget. One of the things that makes the budget difficult as well as makes the budgeting process easy is that, except for 12.2%, most of our budget is fixed expenses, as follows:

- 42.6% Professional Salaries
- 25.5% Administrative Salaries
- 15.3% Buildings & Maintenance
- 3.4% General administration
- 1.1% Communications

Al then asked for a motion to accept the 2023-24 budget and present it to the congregation. Dennis Titley made the motion; Christine Maursky seconded. The motion passed unanimously.

4. Giving Team/Stewardship Task Force. Al asked for a volunteer to Chair this task force. Julie volunteered. (Thank you, Julie!) The Finance Committee decided to keep the pledging budget the same as last year, \$155,000.

5. Procedures for Absentee Voting. Our new bylaws state that the Board will establish procedures for absentee voting. Al proposed that if the person who seeks to vote contact in writing, either in email or otherwise, either the Moderator or the Clerk by 8 p.m. on the evening before the vote, and tells us what their vote will be. The Board agreed, and that will be our procedure. Al will send an email to Nicole explaining the procedure and ask her to include it in this week's eblast.

6. Pastor's Report. Rev Kev asked that we get the new member forms filled out for those who were not at the new member meeting, so that the new minister can have them all, and we can get their information in the church database. Rev Kev will ask Nicole to send some blank forms to the church on Sunday. After some discussion, the Board decided that we will wait for the new minister to formally welcome our new members.

Rev Kev will be meeting with John Sawyer so that we will be able to broadcast the congregational meeting on Sunday over Zoom.

7. Update from Pastoral Search Committee. Al shared that the "meet and greet" for Rev. Ray and Susan will be this Saturday afternoon. A few people will take them out for dinner that evening. On Sunday, there will be the church service. Rev. Ray will be preaching as well as doing the intercessionary prayers and the benediction. There will be a lot of lay participation in the service. After the service, we will have the congregational meeting for the vote, followed by a celebratory time at coffee hour. Following coffee hour, Roger will be hosting a celebratory party for the search committee and Stephen and Susan.

They will be flying back to Texas on Monday, and will be back to start his time with us on June 1st. Al will have the official contractual "call" with him on Sunday for Stephen and Al to sign.

8. Building Report. John talked about the AV problems we've been having for the past few weeks. He said it was basically, people not reading the manuals. Because we had two networks downstairs, we had the streaming box set up so it could access either. We basically pulled out one of the networks, so we should not have that problem again. They are still trying to figure out why the Ipad upstairs did not run the sound on Sunday when it had been fine on Thursday.

Bradley Room. John still does not know exactly when the last few issues will be resolved and we will be able to use it. There is an issue with the counter as well as a gap around the dishwasher. Both will be resolved before we will open, which will hopefully be on April 23rd.

9. Active/Inactive Member Criteria. Al explained that this is another item for the Board to figure out, per the new bylaws. The bylaws say that, "members shall be classified as active or inactive. Active members are those who conform to the minimum requirements of activity as prescribed by the Leadership Board." Back when this was first discussed by the Governance Task Force, and then by the Bylaw Revision Committee, a very simple classification for active member was suggested to be any member who participates in any church activity, whether that is a task force, committee or anything else in the slightest way; anyone who has attended church, virtually or in person, in the past year; anyone who has donated any amount of money to the church in the last year, and anyone, even if they have been classified as inactive, who requests to become an active member, can be made an active member again. After some discussion, Al offered to put something in writing and bring it back to the Board at next month's meeting.

10. Queer Prom Update. Al will be meeting with several people at the Pride Center this coming Friday to discuss plans for a prom for this year. If the people at the Pride Center are in a position to put this together, we will be hosting it in the Great Hall sometime in late May or early June. We will need volunteers to set up and chaperone. In the past we have set up between 1 and 4 in the afternoon. The prom usually starts around 6 or 6:30 and is usually over by 9:30.

11. Other Business. John shared that Raymond O'Connor is now officially a sexton of the church with regular hours including every other Sunday morning, which will give Will a break (if he will take one.)

Jack Russell wanted the Board to discuss whether we want to let the AA and NA groups start up again in our facilities. After some discussion, it was decided to let the groups start up again, offering them either the Great Hall or the Bradley Room, depending on Jack's discretion as to which is more appropriate for the "rowdy ness" of the particular group. As John said, the Great Hall is practically indestructible. More respectful groups would be welcome to use the Bradley Room.

12. Safe Church Procedures. Julie reported that we have had a Safe Church Policy, but it is 54 pages and definitely needed to be reduced. It is now at 22 pages, but Julie and Roger Adams will be working to make it shorter and easier to use. Al will also be taking a look at it from a legal perspective, and so we will next discuss this at the June meeting to give Julie, Roger, and Al time to work on it further.

13. Fundraising. Since we will have a deficit budget, Al suggested that we consider some fundraising activities. Scott Hawkins has suggested having Drag Bingo. People could play in drag, or not. The person calling the game could be in drag, and we could hold it in the Great Hall.

14. Our next meeting will be Wednesday, May 10, 2023 at 7p.m. on Zoom.

The meeting was adjourned at 8:25 p.m.