

First Parish Cambridge  
Governing Board Minutes  
April 20, 2021, 7-9 pm  
(Virtual meeting via Zoom)

Present: Gloria Korsman, Julia Gallogly, Grace Hall, Tod Hibbard, Cade Murray, Jan Puibello, Don Tucker, Gordie Calkins; Carol Lewis and Sylvia Wheeler for a portion of the meeting

The meeting opened with chalice lighting and check-in.

Consent Agenda:

- Minutes of the 03/16/2021 meeting
- Minutes of the 03/29/2021 meeting
- Administrator April 2021
- Minister's Report April 2021
- Building Project Updates 04/20/2021
- RET Board Report April 2021
- Strategic Planning Governing Board Report April 2021
- New members report (Siobhan Bredin, Julie Seifert, Monica Bueno, Jacob Brauer)
- Balance Sheet 03/31/2021
- P&L 03/31/2021

The Consent Agenda was accepted.

Vote to approve delegate to the UU Urban Ministry:

Cushing Geisey requested to be named delegate from First Parish Cambridge to the UU Urban Ministry. It was noted that we pay annual dues but have not had a delegate for some time. Approval was unanimous.

Vote to approve the Governance Advisory Committee's nominees for election to the 2021-22 governing board:

The GAC presented a slate of nominees for the coming year: Jan Puibello, chair; Sylvia Wheeler, vice-chair; Carolyn White, clerk; Jane Stabile and Julia Gallogly, members-at-large. Motion to accept by Cade was seconded by Jan. Approval was unanimous. There was some discussion of the fact that two of the nominees are currently chairs of committees (GAC and Finance) and those positions will need to be filled.

Votes to approve proposed bylaws changes: 8<sup>th</sup> Principle and remote meetings:

The GAC proposed a revision to the bylaws to incorporate the principles, including the 8<sup>th</sup> Principle as Section II.B (see complete wording in attached document concerning the 8<sup>th</sup> Principle Bylaw Change). There was a request to change the introduction of that section from "First Parish subscribes to Eight Principles, including those expressed in the Principles of the Unitarian Universalist Association:" to "First Parish covenants to affirm and promote the Eight Principles, including those expressed in the Principles of the Unitarian Universalist Association."

The board felt that the 8<sup>th</sup> Principle Working Group should also approve the wording. Therefore, the motion presented by Grace and seconded by Jan was "To accept the proposed change with the suggested revision, subject to the agreement of the 8<sup>th</sup> Principle Working Group". There was unanimous agreement.

An additional bylaw change was presented concerning the equivalence of virtual and in-person meetings and attendance. The suggested revisions to Section VII.B.4, items c) and d) are:  
“c) Meetings may be held in person or by telephone, videoconference, or similar means.  
d) When meetings are held in person, individual members may join by telephone, videoconference, or other means, provided that all members can hear one another and have the opportunity to participate.” The motion to accept the suggested revision was made by Cade, seconded by Tod and passed unanimously.

#### Budget:

- The infrastructure portion of the budget will be for the entire year
- The staff and programming portion will be for the first few months, with the balance to be developed in the fall and approved by the board, based on how soon in-person programming can begin. (At the annual meeting, the congregation will be asked to allow the board to approve the second portion of the staff and programming budget, rather than calling an additional congregational meeting.)
- The Finance Committee will present recommendations for the budget at the May board meeting

#### Annual Meeting request:

There was a request to include a Social Justice update on the agenda. This request stems from the previous governance model. The aim now is to have all teams report on their actions, but year-end reports by mid-June are not feasible. Carol explained that previously there was a fall semi-annual meeting prior to which the collated annual reports were distributed. There was a general feeling that requiring annual reports from all teams and sharing them in the fall would be useful and would provide a record of activities at First Parish.

#### Evaluations:

- The minister does a self-evaluation each year.
- The board should do the same. It was included as part of the Vision of Ministry which we are not following, but we need to do something. Linda West has ideas to present and board members are invited to present suggestions for discussion in May.
- An exit interview for each retiring board member is another facet of evaluation that should be included annually.

#### Recognizing Jonathan Barnhart:

- Jonathan retires in early September. It is not clear whether the recognition event will be in-person, virtual or hybrid.
- The logical group to organize the event would be the Music Team, which is headed by Mara Vorhees and Irene Merwin. Jean Farrington should also be a part of any planning as she has been a choir member throughout Jonathan’s tenure here.
- The board (represented by Gloria) should ask the Music Team to take charge of planning.
- It was noted that it is important to find out what Jonathan wants.

So far only one person has contacted Grace about being a delegate to General Assembly. A few board members are willing to consider being delegates.

At the next board meeting on May 18, Don Tucker will have the opening words and the check-in question.

Respectfully submitted,  
Grace Hall, Clerk

*Related documents:*

Documents listed in Consent Agenda (see above)  
FPC agenda for April 20, 2021  
GAC 2021-2022 Slate Recommendations  
8<sup>th</sup> Principle Proposed Bylaw Change  
Proposed bylaw change concerning meetings  
Strategic Planning Process update March 17, 2021

Approved by the First Parish Governing Board on May 18, 2021  
Grace Hall, Clerk