

First Parish in Cambridge
Annual Meeting
June 5, 2022 (Virtual)
2:00-4:00 p.m.

Jan Puibello, Chair, opened the meeting with a “Meditation for a Time of Transition”. Lighting of the chalice was provided by Gloria Korsman, followed by the reading of the Covenant of Right Relations by Jan Puibello. Carolyn White, Clerk, announced that Gloria Korsman with Michael Wiggins as Parliamentarian would moderate the meeting. 59 voting members of First Parish participated, comprising over the required 40% quorum (52 members) for withdrawals in excess of the annual distribution from the endowment.

- Recognition of Retiring Board members:

Jan Puibello, Chair, thanked retiring board members Gloria Korsman, past Chair and Julia Gallogly, Member-at-Large for their time and devotion to First Parish. Julia Gallogly then thanked departing staff member, Mandy Neff, Director of Lifespan Faith Development. Julia noted that Mandy has been an anchor at First Parish for 12 years with her thoughtful and compassionate way of accompanying children and youth to guide their spiritual journeys. In addition to her many contributions, she introduced the UU Congregation to the Soul Matters program.

- Update on Staff Planning and Transitions

Cade Murray, chair of this newly-formed committee, thanked the Congregation for the feedback on Staff Planning and Transitions, both in quantity and quality concerning the 1) Ministry, 2) Religious Education, 3) Music. These positions are all open. In the short term, we will look into direct hires (the Board hires directly), all staff will report to the board including the administrative staff who reports to Carol Lewis, Director of Administration. For Religious Education, we might combine this responsibility with a Worship Coordinator. Or, we might contact another small congregation and share. For Music, we are fortunate to have Joe Reid and Linda Brown San-Martin on a part-time basis. The Staff Planning and Transition Committee will meet frequently over the next few months. In the meantime, we are also seeking someone to replace Thomas Phan, our video technician, who will be leaving us to take an engineering position.

Rev Adam may still be in relationship with us as a consultant with several possible options being discussed but nothing is decided as yet.

- Update from the Project Management Team

Sylvia Wheeler, Vice-Chair, reported that we could not proceed with our vision for the Mass Ave. Building Project due to the unexpected costs that were beyond the fundraising capacity of the church as reported to the congregation in February. Needed repairs that were included in the Mass Ave Building and recent water damage that were unexpected were still of high priority along with other critical repair projects identified by the 2018 Site Assessment. Thus, the funds voted and set aside for the initial plan need to be re-allocated for the Building Repair Project that has been discussed with the Finance Committee, Investment Committee and Governing Board and was received enthusiastically with positive responses in all cases. Information materials were presented at the Project Management Team’s (PMT) briefings held on May 29 and May 31,

2022. The PMT, working with our Owner's Project Manager (OPM) Jeff Lussier, and with ongoing input from our Architect David Torrey, have identified the high priority projects that are planned to commence with our selected contractor, Kaplan Construction, in the summer and fall 2022. The PMT will undertake as many of the planned projects as possible depending on our availability of funding including this initial \$600K withdrawal of the congregational funding approval and other sources such as donations and grants from the Cambridge Historical Commission.

The Congregation was asked to vote on the following Motion made by Sylvia Wheeler and seconded by Susan Shepherd. Discussion ensued.

MOTION: *"To authorize the use of \$600,000, the first disbursement of the \$1.5 mil funding approved by the congregation at the November 14, 2021 congregational meeting for the Mass. Ave Building Project, to be redirected to maintenance and repair projects that have been identified by the Project Management Team and approved by the Governing Board in order to immediately undertake construction services under a General Services Agreement."*

A vote was taken and approved by the congregation. 58 Yes, 0 No, 1 Abstention

- Election of Board Members:

The nominees for governing board, presented by Gloria Korsman, were:

Sylvia Wheeler: Chair (1-year term followed by one-year ex-officio term)

Cade Murray: Vice Chair (1-year term)

Lindsay Lucke: Treasurer (initial 2-year term, eligible for another 2-year term)

Valerie Fullum: Member at Large (completing an unexpired term, eligible again for a 2-year term)

Tod Hibbard: Member at Large (beginning his second 2-year term)

Continuing in their role:

Carolyn White : Clerk (initial 2-year term, 2nd year)-

Jane Stabile: Member at Large (second year of initial 2-year term)

Janis Puibello: Chair, Ex-officio (non-voting one-year term):

The **MOTION** to vote (motion made by Susan Shepherd, seconded by Gloria Korsman) resulted in accepting unanimously all nominees.

- Presentation of FY2023 budget:

Treasurer Cade Murray presented fiscal plans for FY2023, dividing it into two parts: Infrastructure and Programming. The Infrastructure side is funded primarily from the endowment distribution that we take every year, usually about 4.5% of the Endowment. \$458,000 for this coming fiscal year, taken out before the stock market went down. The infrastructure items are generally predictable. A higher proportion has been allocated towards building maintenance and repairs because deferred maintenance cannot wait. There are also payments on the loans we have taken out against the endowment on the heating, the elevator and the line of credit. We are hoping to address the building maintenance issues.

For the Program budget, it is funded from the annual pledge, the plate income and a small transfer from the Infrastructure side. There is a cap on staff expenses and benefits (\$472,000) rather than an item-by-item breakdown because of staffing uncertainties. Also, for programs, we have a lump sum of \$22,000 instead of a detailed breakdown. The other component of the programming budget is the dues and donations we give to other organizations such as UUA,

GBIO, and Sanctuary Boston. Our rental income was down one-third from what it normally was, pre-Covid [pre-March 2020]. We are hoping to rent out more space if Covid subsidies. We are cautiously optimistic. Discussion ensued, some wondering if \$270,000 from pledges is realistic. Cade answered that it is better to be aspirational than to set a lower figure. Membership is down by about 20 people, ~130 from 150, pre-pandemic. We had been, at one time, at 170 members. A **MOTION** was made to accept the budget by Gloria Korsman, seconded by Susan Shepherd. A discussion ensued. Several questions were asked and answered ably by Cade. Tod Hibbard made a **MOTION** to accept the budget, Jan Puibello seconded it. 56 voted Yes. 2 voted No. 2 Abstained. The motion was passed.

Since there was no further business, the meeting was adjourned at 3:40PM.

Respectfully submitted,

Carolyn White,
Clerk

Meeting Materials

Notice of Annual Business Meeting, May 22 2022

Annual Meeting Agenda

Covenant of Right Relations

First-Parish-Building-Repair-Proposal-5-29-22.pdf

2022-06-05 AGM Motion to be made authorizing use \$600,000

Slate of Candidates for Governing Board with statements

Budget Proposal for FY2023

Approved by the First Parish Governing Board on June 21, 2022

Carolyn White, Clerk

