

First Parish Cambridge Governing Board Minutes
August 16, 2022 7:00-9:00 PM
(Virtual meeting via Zoom)

Present: Governing Board Members 2022-23

Sylvia Wheeler, Chair	Valerie Fullum, Member at Large
Cade Murray, Vice-Chair	Jan Puibello, Past Board Chair
Lindsay Lucke, Treasurer	Rev. Robert H. Hardies, Contract Senior Minister
Carolyn White, Clerk	Carol Lewis, Director of Administration
Jane Stabile, Member at Large	Grace Hall, Governance Advisory Committee
Tod Hibbard, Member at Large	

Agenda

1. Welcome Rev. Dr. Robert Hardies!
2. Chalice Lighting and Check-in – Carolyn - 20 min
3. Consent Agenda 5-10 min
4. Proposed Charge for Finance and Development Committee – 10 min.
 - Appointment of Finance Committee Chair (Tod Hibbard)
 - Signatures for Boston Trust/Walden
5. Staffing Advisory Committee Progress - Cade - 5-10 min
6. Getting Started with Transition Year (see request above) – Rob All – 45 min
7. Executive Session -30 min.

Chalice Lighting and Check-in The meeting was opened by Carolyn White with a chalice lighting (“The Camino” by Piers Nicholson) and check-in question: When and where have you either 1: taken a Pilgrimage or 2) experienced a sense of Awe
Upcoming Chalice lightings: August: Carolyn White; September: Jane Stabile; October: Tod Hibbard; November: Valerie Fullum; December: Lindsay Lucke

CONSENT AGENDA:

Calendar of Work 2022-23
Administrator – August 2022
Minutes from July 19, 2022, July 28, 2022 and August 2, 2022
New member approval via email on 2022 June 2: Tamm Sissac

Sylvia made a motion to accept the Consent Agenda. Tod Hibbard seconded it. All in favor. No abstentions.

PROPOSED CHARGE for FINANCE and DEVELOPMENT COMMITTEE

- Appointment of Finance Committee Chair (Tod Hibbard)
- Signatures for Boston Trust/Walden

After reviewing the proposal to combine the Finance and Development Committee, a motion was made by Cade Murray, seconded by Jane Stabile that we accept the appointment of Tod Hibbard as Chair of the new the Finance and Development Committee AND that we adopt the proposed charter as presented in the meeting materials. The motion was unanimously approved. Tod mentioned that almost without exception, the current members of these two committees will continue in 2022-23.

Tod Hibbard, Timothy Warren and Sylvia Wheeler now have authorized signatures to make withdrawals from our endowment; only two signatures are required. The clerk will provide the signatures to Boston Walden Trust.

STAFFING ADVISORY COMMITTEE PROGRESS

A Search Committee for the Director of Religious Education (DRE) has been organized: Cade Murray, Maria Altamore, Julie Duncan and Tamm Sissac. A motion was made by Lindsay Lucke, seconded by Sylvia Wheeler to accept the names of the above people for the DRE Search Committee. All were in favor, no abstentions.

Cade noted that the Staffing Advisory Committee has formally ended its work and that tasks have gone to specific groups working on 1) the DRE and 2) Pastoral Care Minister.

GETTING STARTED WITH THE TRANSITION YEAR

The Board members were asked to suggest their top 3 priorities at First Parish for the coming year prior to the meeting and Sylvia compiled the results of areas of consensus for our review. Rev Rob led a discussion of the priorities to develop these areas in further detail to choose three that should be our focus areas for the coming year. He provided a proposed summary that was the basis of further discussion of an annual plan for this transition year. He also suggested that we have a Board Covenant that is intentional and read at each Board meeting. We concluded that it is important that we look at everything we set as priorities through the lens of the 8th Principle which we have adopted and that re-affirm our anti-racist commitment.

Rob re-iterated that our first priority should be bringing the community back together again; that the Sunday morning experience will be the engine that will propel the rest of our ministries. Based on the discussion, he will refine the draft priority list for our next meeting to review and consider as the working document for the coming year.

The regular meeting ended at 8:30PM and the Board entered an Executive session.

The Executive Session adjourned at 9:15PM.

Respectfully submitted,
Carolyn White, Clerk

Approved by the Governing Board on September 20, 2022
Carolyn White, Clerk

Meeting Materials:

Consent Agenda (see above)
Job Descriptions – Admin and Operations
Woullard Lett Homily – Sharing the Journey – July 31, 2022
UUMA Guidelines Congregational Communication
UUMA Guidelines Congregational Letter revised v.2
Finance-Development Committee Draft Charge (3)
8-16-22 Priorities Summary
8-16-22 Agenda
8-2-22 Draft Agenda v.3