

First Parish Cambridge Governing Board Minutes  
December 20, 2022 7:00-9:00PM  
(Virtual meeting via Zoom)

Present: Governing Board meeting

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

**Guests:** Peter Bowden, Web Consultant

**Note:** Chalice lighting/check-in monthly rotation –2023 Jan: Cade/ Feb: Carolyn/ Mar: Jane/ Apr: Tod/ May: Valerie/ June: Lindsay/ (Jan is a substitute as needed).

**CHALICE LIGHTING:** Lindsay Lucke opened the meeting at 7:04PM with a chalice lighting, a reading of “Perhaps” by Rebecca Parker and led the check-in question: Describe a Moment of Wonder.

**CONSENT AGENDA:**

Tod Hibbard, seconded by Cade Murray, made the motion for First Parish Cambridge to sponsor Rev. Rob Hardies for the position as Harvard University UU Chaplain. All approved. No abstentions.

Cade Murray, seconded by Jane Stabile, moved to accept the Consent Agenda. All approved. No abstentions.

Annual Reports from Social Justice Committees are always interesting and informative although not obligatory. Annual Reports from the Governing Board Advisory Committees including Finance and Development Committee, the Investment Committee, and Governance Advisory Committee should be ready for review before the January 2023 Board Meeting.

**WEBSITE REDESIGN - Guest Peter Bowden, web consultant**

Prior to our meeting, the Board was asked to view the following video prepared by Peter Bowden:

**A Pre-Meeting Message from Peter Bowden**

<https://www.peterbowden.live/4321-video-message>

Additionally, to get an idea of a variety of videos, this link was provided:

[https://www.youtube.com/playlist?list=PLIGCYb0JS09JS\\_hlNYnnZ4tiH1Ql9JgFL](https://www.youtube.com/playlist?list=PLIGCYb0JS09JS_hlNYnnZ4tiH1Ql9JgFL)

Peter is a consultant, trainer and coach for UU Congregations, introducing ways to use modern technology tools when developing communication strategies that will engage and connect current members and welcome and support newcomers into a congregation. He leads online trainings to implement tech tools that enhance a church website to showcase who they are and what they are doing as a way to connect members, support visitors and build membership.

Following his presentation was a Q and A: What are our wishes? What does he suggest for us? How much would it cost? What are the first steps?

Peter suggested some ways to streamline the website with essential content: showcase the minister, and ways to get involved in this congregation. Videos facilitate the introduction to our Congregation. There was discussion on how to implement these changes and to maintain them. We appreciated the enthusiasm, energy and new ideas that Peter brought to this first meeting and the potential for a future collaboration. Further discussion centered on ways to be more intentional in how we welcome newcomers. It was agreed that Carol and Rob would continue to pursue how we can work with Peter on the website.

### **RIGHT RELATIONS PROPOSED CONGREGATIONAL GATHERINGS – Jan Puibello**

The research team has been engaged with the self-paced UUA training on Right Relations. The team plans to develop guidelines and then hold Congregational discussions. One topic would be how to deal with low-level conflict and help develop interpersonal skills around small conflicts before they develop into a greater conflict. The goal is to make our congregation feel and be a safe space for people.

### **BUILDING CONSTRUCTION AND PROJECT MANAGEMENT TEAM UPDATE – Sylvia Wheeler**

Sylvia referred to Carol Lewis' Administration Report. The Meetinghouse sanctuary interior will be painted to the cornice under the ceiling, the minister's office is painted and the floor is refinished.. Water intrusion in the Stebbins Gallery is still a concern. The architect, David Torrey and Jeff Lussier are investigating ways to address this. Additionally, the Mass Ave entrance doors need major repairs. The Parish exterior North Wall is a long-term concern but remains stable and is not a priority at this time.. The cost of painting of both the East and South façade is currently uncertain with the yet to be determined extent of repair of deteriorated wood and is expected to exceed the current funds available. Thus, we expect to ask the Congregation to authorize more money from the Endowment to complete the South wall and other priority repairs. Unfortunately, postponing repairs often means higher costs. Nevertheless, coming back to the Meetinghouse in January, with interiors work completed, will hopefully generate excitement in support of additional priorities.

### **SAFETY PREPAREDNESS –**

Recent events in the news have reminded us to have a plan, to be prepared in the event of intrusive persons, including the possibility of an active shooter. The #1 advice from the Cambridge Police Dept (CPD) is to be aware of one's surroundings. There are no credible threats in Cambridge but, the advice is to call the Police Business line: Tel: 617-349-3301 for a faster response (as 9-1-1 is routed to Framingham State Police then routed to Cambridge) as 9-1-1 is for medical emergencies. The staff is following this and other suggestions from the Cambridge Police for our Action Plan. Being aware of one's surroundings is their #1 advice. This topic will be touched on at the training session Feb 11, 2023 that is aimed at all of the participants in the Sunday morning experience.

The meeting adjourned at 9:01 PM.

Respectfully submitted,

*Carolyn White*

Carolyn White, Clerk

Approved by the Governing Board on Jan 17, 2023

Carolyn White, Clerk

### **Meeting Materials**

#### **Consent Agenda:**

- Minutes of November 15, 2022;
- Report of the Director of Administration: December 2022
- RE/Pastoral Care Associate Report: December 2022
- Minister Report to the Governing Board: December 2022