

Central Board Meeting Minutes 8/23/2021

via Zoom 6:30 - 8:25 PM

Proof Notice: July CB Meeting was announced in the Summer Spire 7/01/2021. The August CB Meeting time and date was inadvertently missed, since the Summer Spire was a combined July-August content publication. It was moved to 4th Monday due to scheduling conflicts.

Attendees: David Brandt, Dale Earl, Andrea Trefry, Doug Marquart, Lauren Swiniuch, Joyce Mosher, Jack Terrill, Nancy Koch and Rev. Lisa Steadman.

Opening Prayer by Rev Lisa

- Approved Central Board minutes from 7/20/21 regular meeting- taken by Doug Marquart
 - **Carry-over Action:** Dale Earl took the action to review the active/inactive list used for mailing with MJC and determine how to improve/correct any related errors – added to Action Item list. Central Board agreed to use the running action item list for actions not completed the month due.
- Rev Lisa status –
 - Some staff are anxious about Delta Covid-19 variant, wondering if we need to revisit gathering in person
 - Worship planning – had hoped for larger in person Sunday One, now trying to make provisions for larger virtual attendance due to Delta concerns.
 - Health – Lisa is doing much better after surgery, had a restful vacation, back is better, putting auto repair dollars back into the economy, and sprucing up their garden.
- Rev Lisa Transition Process proposal & discussion – Lisa presented a draft process tailoring the approach she has taken with other churches to the specific SCC circumstances and realities of Covid-19 still widely circulating. **See Attachment 1 for draft proposal outline.**
 - Agreed to incorporate a few changes as we go in parallel to discernment, so interested SCC members can feel what it is like to change, as we go, rather than a big bang of changes at the end. Examples:
 - Coffee in the narthex
 - Massive invitation campaign for children/families at Easter
 - Create a “pryground” by removing some pews at back and making an area kids/families can move around in during church services
 - CB agreed to create a small working team to manage the overall process with Lisa. 3 members, 1 of which will be Andrea from CB
 - Key messaging:
 - help members understand the “burning platform at Second Church” i.e. why this is truly different from Crossroads efforts that fizzled
 - If you care, it is time to step up and help SCC blaze a trail to our future
 - A large part of the focus is understanding how SCC can adapt to needs for Community or Spirituality in the Beverly area, vs trying to convince people to come to traditional SCC church services that haven’t changed significantly since the 1950’s, that isn’t working based on attendance and membership interest.
 - Working team to consult with CB – concurrence on using Hartford Church Survey when we get to that part of the process

- **Action – Before Sunday One, September 12, talk with members and/or get postcards out to all members inviting them back to in-person or zoom Sunday One church service. Dale & Doug agreed to help with postcards.**
- General discussion
 - Sunday One – There will be an activity sheet and crayons provided for children, since we don't have visibility on attendance or a CE Coordinator. See action above to generate interest and excitement of members to help with Transition Process
 - Property Management Team & role of Parish Administrator – Jack Liaison:
 - Team met 8/15/2021. Confirmed at needed inspections have occurred
 - Reviewed completed actions since 3/7/2020 meeting, including major items like the sewer line replacement; Lauren Noonan and Jay Swallow took on scraping and painting the church front and portico. Rotted wood being replaced, and will look to wrap the columns.
 - Discussed structure and agreed to plan projects and distribute the work load in 5 key areas
 - Inspections
 - Energy Use
 - Internal building needs
 - External building needs
 - Landscaping
 - Two near term projects
 - Removing maple tree near corner of parking lot – bids looking like \$500
 - Replacing sanctuary windows – 2 of 8 don't open; will get bids to caulk and glaze, as well as bids from replacement windows; expect the bid to replace will be above \$10K and require membership vote
 - Follow up meeting in October and every other month or so after.
 - Church Sign at Conant/Cabot – no repair needed, but does need the info updated by Lisa/Wendy/MJC
 - Related item – Pride Flag was stolen during June from the main sign facing Conant St; Lisa quickly ordered a replacement to insure message to vandals is clear that petty actions will not deter SCC; stayed up a little longer than June;
 - **Action: Building and Tech Teams determine if security camera is a viable option?**
- Reports from SCC Teams and Liaisons :
 - **General Action – each team to create 1-2 sentence with a simple description of their scope of responsibility described**
 - Safe Church Team – No action; reviewing changes to policy
 - Finance Team –
 - NSCS lease – adding clarity to include all space used is described and agreed upon in lease language; balcony off limits/locked
 - Other tenants - AA, Al Anon, Boy Scouts back with face masking and social distancing employed
 - Technology Team – no update
 - Sanctuary & Worship Design Teams – Lauren liaison – kudos again to Suzanne Munroe for all she has tried to organize for the reopening of in person services. Rev Lisa hosted a joint meeting to orient herself and the rest as to who is working which tasks currently. **Next action** is for a follow up meeting to clarify roles and responsibility so it's clear to folks with minimal overlap. Zoom/Live/YouTube/FB link continuing for now.

- Community Building & Membership Team – no update
- Visitation Team – general visitation by Wendy on-going; no specific update provided
- Mission/Social Action Team –
 - September will be Second Church’s month to provide financial support for Family Promise. Rachel Hand, Executive Director of Family Promise, will join us on September 19th to provide an update to the congregation. Taste the Promise cancelled in Oct due to Covid variant concerns
 - Donation sent to UCC Haiti Hurricane relief fund
- Search Committee – Liaison – Nancy K liaison; Standing down, see above for Transition discussion.
- Reopening Task Force – Lisa/Jack liaison; Kathy Taylor chair; need a meeting; **Action Jack to speak with Kathy T.**
- Staff Meetings – Lisa/Dale will continue to attend
- Annual Review of Bylaws – Andrea working, expect to meet in September
- CE & Coordinator position and Fall plans for children/youth – position on hold; children activity sheets for Sunday One; Peg Round only person currently on CE Team
- Meeting was adjourned at 8:25pm

Running Action Item List (RAIL)

Action Number	Action Item	Date Open	Date Closed
June 21-01	Dale Earl to review Active/Inactive member list w MJC and correct errors	6/2021	
June 21-02	Doug to contact Keith Linares regarding Safe Serv practices in the kitchen and incorporate into Safe Church policy as appropriate	6/2021	