

Central Board Meeting Minutes 1/18/2022

via Zoom 6:30 – 8:30 PM EST

Proof Notice: January 2022 CB meeting time was posted in January Spire and announced in church.

Attendees: David Brandt, Dale Earl, Doug Marquart (joined at 6:40), Joyce Mosher, Rev. Lisa Stedman, Lauren Swiniuch, Jack Terrill, and Andrea Trefry. Absent: Nancy Koch

Opening Prayer by Rev Lisa

The meeting was Chaired by Dale Earl and notes were taken by Doug Marquart.

Approved Central Board minutes from 12/14/21 regular meeting (posted on <https://bev2board.weebly.com/>), as well as the Congregational Budget Meeting minutes, 12/19/21.

Rev Lisa Status –

- **Advent/Christmas season recap**
 - Overall impression was the Advent conclusion, Christmas Eve service, and Sundays through 02 January Epiphany service went well.
 - Christmas Eve service was successful, very glad we had church in person, as some people that attend less regularly did show up; also had a lot of folks on Zoom
 - Nice “bonus” to have Rose Caruso in person, along with her parents Keith and Eileen
 - Glad we decided to have Zoom only for 12/26 and 01/02/22 and announced it early and multiple ways during Christmas week to avoid confusion.
 - **Point of Clarification** – Andrea brought up that the messaging from the Reopening Task Force to the CB and Congregation was confusing, and not within the intent of the Bylaws regarding a Major Decision, such as closing the Sanctuary to go to Zoom for 26 Dec-30 Jan. The Task Force should be making a recommendation to the CB, which ratifies (or declines) the decision and communicates it out to the Congregation. Other CB members wondered if they had missed an email discussion/vote; CB was fine with the logic and decision but asked Lisa (as CB Liaison to the Task Force) to reiterate the communication path and expectations. Lisa agreed it was an inadvertent oversight and will adjust going forward so it is clear CB makes the final decision on a major topic. Dale was sorry that she had missed following the proper procedure which would be to call for a vote to confirm agreement with the recommendation.
- **Service and Technology** – happy we aren’t in person, since the Covid transmission rate is so high w Omicron variant. We continue to learn more ways to use Zoom, integrating PowerPoint etc. which also leads us to understand we have more gaps in our knowledge too. Will likely be having part of the service with ministers and possibly music and lay readers from the sanctuary (people like seeing the sanctuary during the service, too). We continue to evolve and learn. Thx as always to David B for his help in this area.
- **Transition Planning Update**
 - The SCC Transition process continues. Rev Lisa facilitated a congregational session 09 January, where several shared learning and insight from millennial interviews as the homework assignment. Video will be uploaded to SCC YouTube shortly, and Lisa will

communicate via the E-Weekly news when available for viewing by those that missed the Zoom session.

- Looking forward to Alex Shea Will, UCC Associate Conference Minister joining us 30 January. He will preach (via Zoom) and host a conversation after church.
- Rev Lisa reading articles on state of mainline Protestant Christian churches, as she consolidates and highlights main points for takeaway as we move forward.
- Lisa thanked David Brandt for the CrossRoads file he shared. Will be retained for future use.
- Transition Team – Lisa will be reaching out to 2 possible members for the Transition Team in January.

Finance Team Update – Dale briefly reiterated that Mac Donaldson has decided to step down from chairing the Finance Team and apologized for any stress caused by the option she floated earlier in the month. Near term plan is that Dale, Jack, and Doug will alternate leading the FT meetings, as we approach 3 members to try to get additional voices to be part of the team. Jack hosted the January meeting last week.

- Doug and Dale shared two PowerPoint slides with the high points from the Nov/Dec Treasurer’s report and the year-end summary to supplement the detailed reports. Unexpected 2021 PPP income and expense juggling/management allowed us to have a small deficit of less than \$8K vs the \$58K projected at the congregational meeting in March 2021 that approved the latest budget.

Technology - David, Lisa and Charles Turner continue to pursue improvements with our integrated Zoom/in person service, particularly with regard to music. Hoping to engage with 2 consultants and pick one (one from NH and one from Haverhill). Intent is to get help to make the best use of what we have already, and resolve what we need to do for microphones to help pick up singing and organ playing in the broadcasts. Expect to have improvements in place for Lent/Easter.

Team Structure Review – Dale led a brief discussion of the teams the CB has chartered, membership and looked for input on how the CB thought we were doing currently. Dale will circulate the latest team membership list she updated with CB input. Primary input came back with concerns with the Bylaws rather than Teams. There were specific questions about the election process for CB members.

- Action: Feb CB meeting will include a Bylaws discussion, and proposed changes. Members to review Bylaws before the meeting, particular emphasis on pages 13-16, and bring forward proposed changes for consensus. We will look at a possible Forward Chat on 27 Feb if we agree to propose changes ahead of the CB member election in May.
- Next meeting will be 15 February 2022.
- Meeting was adjourned with a prayer.

Running Action Item List (RAIL) – updates in bold

Action Number	Action Item	Date Open	Date Closed
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June 21-01	Dale Earl to review Active/Inactive member list w MJC and correct errors. Dale plans to review in earnest after the holidays	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; Doug spoke with Keith 9/22; Keith agreed to investigate. Doug spoke with Keith 12/12 – doesn't appear to be a point of interest with the local health inspector in Beverly. If Beverly Board of Health were to impose, we would need to revisit the action and develop a plan – action closed	6/2021	12/2021
Sept 21-02	General Action – each team to create 1-2 sentence with a simple description of their scope of responsibility described; several drafts sent to Dale, others requested by early October; Dale suggested we revisit in January; she will review which teams are missing, and ping people in the new year	8/2021	