

## **Second Congregational Central Board – January 17, 2023 Meeting Minutes**

Present: Dale Earl, Jack Terrill, Lauren Swiniuch, Joyce Mosher, Peg Round, Doug Marquart, and Rev Lisa Stedman. Absent: Nancy Koch.

Meeting notice was posted in the January 2023 Spire and Weekly E-news, as well as announced at Sunday services.

Rev Lisa opened the meeting with a prayer at 6:35 pm.

### **Minutes**

December 13 meeting minutes – Acceptance moved by Jack seconded by Lauren. Approved unanimously.

### **Pastoral topic update from Rev Lisa –**

- Good plans in place for worship. “Jesus As A Child” series is going well, and will expand to include an extra week of Jesus as a “regular man” since Just Peace Singers postponed due to Covid earlier this month, and there is time. The series will also include asking the congregation to imagine how we’d individually characterize Jesus as a person.
- Lisa and Wendy working on a Lenten series as well as inviting Renee, a transgender friend of Lisa’s and ordained UCC minister to preach Feb 19. Scheduled Kathy Wonson Eddy for music on Palm Sunday, and plan to invite Heather Ramsey Mabrouk to speak. Hoping to reschedule Just Peace Singers after Easter
- Looking at summer (July/August) possibilities to share services with another church. Options might give our new minister a smoother ramp up to onboarding after Lisa & Wendy retire.
- **Pastoral Search Committee** – Lisa reported a marvelous start, meeting weekly; Donna K/Lauren N co-chaplains, Dave Boynton/Cheri M co-secretaries, David Brandt/Gail G. as co-chairs. Plan to covenant with the SCC congregation at Feb 5 service, possibly followed by a Forward Chat. Working on updated job description. Discussed broadening search beyond UCC websites, and Central Board emphasized the need to require vetting and employment background checks as part of the due diligence requirements for our policies as well as our insurance.

**Building Our Legacy Team** – Jack (chair) reported January 3 kickoff of team (meeting 1<sup>st</sup> Tuesday of month), discussed charge from Congregation per our 18 Dec 2022 meeting, reviewed the Mass state process for dissolving charities and discussed initial tasks. All members will complete Conflict of Interest forms, so there is transparency of outside interests as we explore options and develop plans. Jack will publish a monthly Spire article.

- Doug M will be secretary, and engaging with potential experienced lawyers to help guide us through the process. Team met w an attorney Jan 17, J. Guest, who has background with 6-7 other UCC churches dissolving
- Kathy T. has 1 bid for commercial appraisers and is seeking other bidders.
- Jack met w Pam Heintz (NSCS Head of School) and told her SCC will be pursuing building options, got verbal agreement to 5% increase for next school year (through July 2024). Pam reported NSCS is reviewing strategic options and may have interest in the building.
- Dale M-B in contact with Planning Commission members and Bev Historical Society.
- Dale E reached out to FPNSB who is meeting w Lifebridge director about possible collaboration, including guided tour of our facility.

- Lisa shared our news with Beverly Interfaith Clergy
- Dale E noted we will likely need to review our by-laws ahead of votes regarding dissolution as we better understand state requirements (which may exceed our by-laws and require votes from all active members). TBD

**Finance Team** – several items for full CB awareness and vote:

- Dale advised that during year end closing, David Varga and Jan Allen observed a few items missed while constructing the 2023 budget, including social security match for Wendy and Medicare payments for Lisa. Both are part of employment agreement or at-will requirements, so must be paid. They will be tracked as separate line items and are below expenditure thresholds delegated to the Finance Team.
- Finance Team and Building Our Legacy Team recommend setting aside a \$40,000 portion of our invested funds to cover multi-year expenses related to the BOLT process (primarily legal expenses, also the appraisal and others yet to be determined and expended during the process). Jack moved the Central Board authorize, Peg seconded. Discussion clarified any expenditure over \$10k, anticipated with a retainer for a lawyer as an example, would still require a congregational vote for the specific expenditure. Motion unanimously approved.

**Tech Item** – Dale listened to the service last Sunday on Zoom, and expressed concern with ongoing tech issues that don't seem to repeat consistently (in church, livestream Zoom and recorded for later replay may all have differing quality of sound transmitted). David Brandt recommended we reengage with our consultant (Tim), so Lisa reached out. Tim seem puzzled and will need to see/hear in person. Doug asked that we reiterate the need to get step by step instructions documented after the fix or agreed settings are established. This led to a reminder from Lisa that Claire graduates in June, so we need to think about a replacement. Dale E offered to reach out to the Exec Director of BevCam and a BHS instructor for possible candidates, then follow up with Lisa and Claire.

**Property Committee (Jack)** – advised the CB that the final industrial appraisal needed for our insurance was completed.

**Worship Team (Lauren)** – Suzanne Munroe needs direction for Easter flowers; she is also meeting w Lisa and Marshunda to discuss Lenten and Easter music available. Peg reported team has Sunday services covered through April.

Next meeting will be February 21<sup>st</sup>, 2023. Dale E will be on a trip and unavailable.

Closing prayer by Lisa, at 7:45pm.

**Supplemental Time Off** - CB less Lisa discussed the message from the SNE-UCC to consider supplemental time off for Lisa and Wendy after all the stresses endured during the last 2+ years of the pandemic. CB agreed there should be some consideration, and discussed options. Dale E. will follow up w Lisa and Wendy on options to see to an equitable resolution.

Meeting adjourned 7:55pm