

Second Congregational Central Board – July 19, 2022 Meeting Minutes

Present: Dale Earl, Kathy Taylor, Jack Terrill, Lauren Swiniuch, Lisa Stedman, Joyce Mosher, Peg Round, Doug Marquart

Absent: Nancy Koch

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

Minutes

June 21 minutes - Acceptance moved by Jack seconded by Kathy - Approved

Doug confirmed he would continue as secretary and Peg will back-up when Doug is not available.

Liaisons – Doug will continue as Safe Church liaison, and will reach out to Nancy to get help from her.

Pastoral topics from Lisa

We received an invitation from Rev Greg Cormier at Church in the Cove to man an Interfaith/Multi-denominational tent at Beverly Homecoming August 3rd. After discussion of prior experience with our SCC tent at prior Homecoming celebrations and our need to focus on our own SCC path forward, the CB reached consensus that our time was better spent putting effort into discerning Second Church's future path.

Summer services – going well; many compliments for the Billy Joel music-themed service with Ben Eramo

7/24 Labyrinth in Lower Parish Hall & Transition Meeting afterward.

Reminder to review "Facing Our Church's Mortality" material beforehand

7/31 Family Promise backgrounder

8/7 Rev Lisa leading Interfaith Service at Lynch Park - 10AM start

8/21 Wendy and Ben Eramo working Elton John themed service

Pastoral Care – continued compliments to Wendy for the wonderful job she does. Wendy also performing a funeral Saturday 7/23. Lisa shared that there would be a service Greely Funeral Home in Gloucester for Elizabeth Murray Thursday 7/21. In addition to her time at Second Church with son Cam, the CB remembered her time on the Family Promise NSB board.

Summer projects cleaning out the offices on the office corridor is moving, albeit slowly. Jack helping. Peg volunteered to stay after Sunday's 7/24 service to help sort through CE materials, and Jack/Doug/Dale will help with the cleanup/out the following Monday and Tuesday.

Staff evaluations – 3 step process; Self-evaluation form, Staff meeting w Lisa & Staff liaison or a CB member, and goals for the next time period (church year Sept 2022-June 2023). Lisa and MJ Clark started with Brad's evaluation. All attending members were willing to assist with the evaluations which Lisa expects to complete prior to beginning her August vacation.

Phone system - voicemail function not working properly, causing much angst for MJC and the Office line. Lisa tried to figure out the Comcast system, Minnie now engaged; SCC ID linked back to Michelle Couris era. Weekly news 7/21 to let people know and solicit help.

Quickbooks/Quicken – Lisa urged CB members to review the application/software if not familiar. More to come as a proposal.

Transition process - Rev Lisa and the Transition Team have not received any volunteers to host small group meetings at home, so the CB agreed it was time to move forward. We will put forward several options, so CB/Lisa decided on 3 dates:

7/27 Wednesday - 11am at church

7/31 Sunday - after church

8/1 Monday 7pm at church

Lisa will recommend that the transition Power Point from SNEUCC Super Saturday be mandatory reading before those meetings.

Family Promise Space Tour – FPNSB to review lower corridor offices 7/25 to determine suitability if they are unable to locate a permanent space prior to their current Rantoul St lease expiring January 2023. CB agreed FPNSB shares our values, many SCC members are involved, and an option to explore further. CB will consider potential options for partnering with Family Promise NSB or another non-profit as we continue with the SCC Transition Process.

Finance Committee (Jack):

Kathy agreed to help Jack identify a commercial appraiser to get the church reappraised with the end goal of having the appropriate asset evaluation for insurance and the knowledge it would bring to the transition process.

Property Committee (Jack):

NSCS License – Jack will be meeting with Pam Heintz (Principal) and Patti Cook (Biz Mgr) Wed 7/20 to review the NSCS License (lease agreement). Per CB discussion, it includes a 5% rent increase and adds a termination clause with 6 months notice from either party. Jack also plans to emphasize that SCC will begin to implement the late penalties in the license that we haven't previously collected, should monthly lease and utility payments not be received on time.

Security/Security Cameras – Jack provided an overview of bids from Alarmex (Topsfield) and Instant Alarm (Salem) to install security cameras at the main exits, interior church areas and to view the parking lot, which include installation, server capacity and cloud storage of video for approximately 60 days. Jack will try to get a 3rd bid per our SCC Purchasing Policy from another local vendor if possible.

As of 7/15, no one will be doing the 10pm physical walk around at church to insure doors are secured, windows are closed, and lights, window A/C are turned off. Brad notified MJC/Lisa that he was no longer interested in performing that task last month. The CB had a brief discussion about the need to try to recruit a replacement or deploy technology or other options, and tabled further discussion of recruiting for the time being. After anecdotal discussions of at least 3 members of the CB having found open windows and lights or A/C in school rooms during night checks, Jack agreed to put together a short checklist for each school teacher to use before departing at the end of their day, and provide to Pam.

Music Search Team – Lisa and Dale shared that several volunteers came forward to the Music Search team. Peggy Morris, Kathy Taylor, David Boynton, George Jacobson and Jeannie Murray will help recruit someone for a 1 year term. The team and Lisa will be fleshing out what the position will look like.

Safe Church – Lisa will circle back with David Boynton to gauge his interest in joining Doug and Nancy Koch. We are tentatively planning an early fall fire drill.

Technology continues to be a source of frustration for Lisa and the entire congregation. We need to fix the sound, including the pulpit echos, have secondary control panel so sound can be adjusted from the pulpit, and look at a wifi signal booster for Fellowship Hall. Additional mobile screens up for consideration as soon as the main sound and wifi extensions are accomplished.

Community Suppers – CB had a brief discussion as to interest in restarting regular monthly community dinners. A consensus was reached that monthly dinners were a significant demand on volunteer time, so rather than monthly dinners, the CB would agree to special event dinners or takeout dinners should volunteers to lead the effort come forward.

Misc – Peg has executed the necessary documents and on-line IDs to transfer invested funds and other account activity. She has also worked with Jan to be a backup to run payroll, though if she does that, Peg reminded us she can't be the 2nd signature.

Adjourned at 8:45 with a prayer from Lisa

Next meeting at 6:30 on Tuesday August 16.