

BCC Cabinet Meeting Minutes

Date: 5/09/2021

Submitted by: Sanjay Cherian

In Attendance (via Zoom videoconference):

Name	Role	Voting?
Ann Desrochers	Moderator	Y
Sanjay Cherian	Clerk	Y
Susan Haight	Trustees	Y
Amy Razzaboni	Outreach	Y
Bill Dunbar	Finance	Y
Rena Duncklee	Treasurer	Y
Jill Aitken	Deacons	Y
Peter Bretschneider	Assistant Moderator	Y
Candy Tiner	Secretary/Publicity	Y

The meeting started at 8:08 am with a prayer from Ann. We had a quorum.

Calendar Review

- Senior Luncheon 5/15
- THM 5/21
- The Garden Club should be showing up on the 3rd Tuesday of each month
- Are there any requirements for Boy Scouts?
 - Ann: Tables & Chairs, high touch surfaces to be wiped down.
 - Ann: it's been updated to 3 Monday nights. We had interpreted one-time training as one night.
 - There were questions on UV light danger to people outside the building. After discussion, we concluded we should close the shades on the parking lot side while operating the light.

Review of Prior minutes

- Peter moved to accept the minutes, Susan seconded; the motion passed unanimously.

Coverage during Cath's absence

- Jill checked in with Cath earlier this week to see how she's feeling about being in the pulpit next Sunday. She's looking forward to begin back starting next Sunday. No word on rescheduling of her surgery.

Church record keeping documentation

- Sanjay set up the following on our Google drive: BCC->How the BCC does Stuff->Recurring Tasks - spreadsheet holding the items, initially populated BCC->Church Administration->Tax Records - Real estate exemption forms
(Committee chairs should add things as we discover recurring items we don't want to lose track of)

- Sanjay asked people to contact him if they can't get access.

Reopening Guidelines

- Ann: Bill had done a nice job with them. Ann updated the formatting to highlight changes and added the dates of reference docs to identify specific revisions. The Conference has not yet updated Universal Guidelines past March 23rd.
 - Bill: The Universal Guidelines replace all Safer At Home documents except a couple.
 - Ann: was told church guidelines would have been in the list of exceptions but they aren't there yet.
- Jill: does outdoor worship have the same requirements as indoor, 6 ft distancing, etc.?.
 - Bill: the current rules are that you don't have to wear a mask outside if you're close together so it's up to us.
 - Ann: that's not how she read it based on planning for summer camp. The swiss cheese model is talking about needing 2-3 layers of protection to minimize risk.
 - Jill: so we should talk about outdoor guidelines. She thinks distancing is appropriate. She personally would still wear a mask. She is a week out from her 2nd inoculation but would still wear a mask.
- Peter: has been reading that now that people are used to masks, they have a fear of taking them off and there's a difference of opinion as to what's appropriate. It will take time for everyone to get comfortable. He isn't pro- or anti- mask right now but is getting more comfortable at events where people aren't wearing masks. In most cases, it's been outdoors. At the Fire Department, they have had meetings where people have not worn masks. Everyone started wearing them again because one member is going through cancer treatments. If we're not requiring masks, we can make them optional outside but make the guidance explicit.
 - Susan: feels distancing is still a necessity. Being outside makes mask-wearing a personal option as long as spacing is observed. She would personally wear a mask but wouldn't want people to not come to outdoors because we're requiring a mask.
 - Sanjay was uncomfortable with moving in a mask-optional direction so quickly.
- Peter said we should talk to the congregation before the next Cabinet meeting about whether they're comfortable with worshipping together outdoors without masks.
 - Sanjay suggested we should talk about both people's comfort and their risk status, i.e. if they've been vaccinated or had Covid.
 - Ann: what about people who aren't coming but might be thinking about it and are about to get vaccinated? How do we reach out to them? Jill: we should each talk to people on the boards with which we're associated.
- Sanjay proposed having the deacons track coverage of these conversations to see what percentage of the congregation has been heard from.
 - Peter: will announce these conversations in church today. Sanjay: given the limited in-person attendance, this may not increase coverage of who hears the message.
 - Ann: Deacons have checked to see who needed transportation help. Can we make sure we're talking to those individuals too? Each week when the service is emailed out, there are announcements there and in the bulletin itself. We can start including from next week to the next Cabinet Meeting what Peter will announce.
- Susan: we should say the Cabinet is reevaluating its requirements. Ann: use "guidelines" rather than "requirements". Use Ann's email as the contact point.
- Jill: will announce, put in email/bulletins, revisit next week. We should make it a separate email. Ann will send that.

Faith Formation for Children

- Ann had put out a first draft of the job description for a program leader.

- Jill asked for confirmation that compensation wouldn't be published. Ann confirmed.
- Bill: checked on a site called payscale to figure out compensation for "religious education director" as \$14.47-\$22.59/hr. Our current budget is around \$15.
- Peter: what next? Ann: we should make a summary paragraph as an ad posting. Let's not publish it until Cath can review. Peter: we should table this until Cath gets back.
- Sanjay: brought up that the description sounds like we're looking for someone to execute the will of the church and the Cabinet. Do we need someone with a modern vision of Faith Formation for children?
 - Ann: we may need someone to just execute the vision for now because that's what she's hearing as a need from Jill.
 - Ann: the prevailing thought in Faith Formation is that intergenerational worship and having kids participate in the practices of adults is much more faith forming - "The one-eared mick-eye mouse" [referring to a smaller lobe of children off the main body of worship but still connected].
 - Susan: this may be true regionally but not in the south. Ann: based on what she's seeing, this is the prevailing thought nationally. She was at a racial justice CE conference. The first thing they said was that if they can't figure out how to integrate children into worship services, how can they integrate people of color?
 - Amy: agrees with everybody but when she looks at Jill's needs, there need to be Sundays where she can focus on her own faith needs and know that her kids are getting some lesson or story.
 - Sanjay: it's harder to hire an execution specialist and later get them to have vision than it is to hire a visionary and asking them to start with short-term focus. He is okay with this as long as we know we're going to hire a new person when it's time to modernize.
- Peter: it's good to hire a person with a vision or at least ask them what theirs is. If he applied for the job, he would start with "what do you want me to do?" and wouldn't have a vision but may in 6 months. It's also a function of how much experience they have. He thinks we're going to be bringing in a person on the lower end of experience level so we may want to ask them about their vision.
 - Susan: we have a mission as a church and the CE vision has to integrate into it.
 - Bill: we should ask if they would be comfortable with ONA.
 - Sanjay: vision won't automatically develop with program growth. Do we hire with vision in mind, hire to execute and get a vision person later, or punt until Cath is back?
 - Peter: it's too soon to ask that question.
 - Amy: whoever is interviewing, we should get the idea of where the person is going. She would want to hire with the expectation that they will stay in the role and grow/build with it.
 - Ann: Lindsey was hired for vision but didn't get a lot of support from church. Amy feels the same way, that we weren't 100% behind her.
 - Bill: what was Lindsey's expectation of us? If we didn't know, how could we support it?
- Sanjay: thinks our vision of CE is founded in nostalgia.
 - Amy: agrees. Most people on the Cabinet were involved with CE at one point or other. We are starting over and need to let the old idea go out of our head.
 - Sanjay: appreciates after this discussion that we need Catherine involved and to have a dedicated discussion that's not a fraction of a Cabinet Meeting. Peter agreed.
- Susan: craft is ready this week because she thought the THM was earlier than it was.
 - Stained glass cross
 - Floral arrangement with pipe cleaners and felts

Deacons' Report

- Deacons met on Sunday, April 25, 2021.

- John Nicholson, from our congregation, will be leading us in worship this Sunday, Mother's Day, May 9 at 10:00am outdoors, weather permitting. If the weather is bad, the service will be held in the sanctuary.
- Discussed a tentative plan for Rev. Cath's surgical recovery period. The date of Rev. Cath's surgery is still unknown.
- When they met (without Cath), they focused on creating a plan for when Cath is out, not knowing the dates. The plan is currently tentative. They expect to hit the ground running once we have a date for Cath's outage.
- Candy helped put together a nice online version of John's service.
- Cath will be back in the pulpit starting next week.
- Bill: since we have extra money and are trying to open the church to come back, would it be worth spending some of this extra money to support that? We could have Teri Motley in more often so that we have continuity of being open. Susan: isn't that money for the upkeep of the church. Bill: no, it's \$73k cash available that's not assigned to anything.
- Ann: does any of this money come from the sale of the parsonage? Bill: no, that's in a dedicated fund.
- Peter: made a motion to authorize the Deacons to make a decision about whether it's prudent to hire supply ministers up to some specified dollar limit while Cath is out. There are people in house who might want to lead a service so give them a crack and give the Deacons discretion about filling remaining slots.
- Candy: thinks it will be 4-6 Sundays and \$1500. Jill: it was a 7-week plan so \$1750.
- Ann: it also depends on the time of year. If we're getting into Advent & Christmas, we would definitely want professional support.
- Peter: moved to allocate \$2k for deacons to spend as they see fit, Sanjay seconded; the motion passed unanimously.
- Jill: thanked everyone for their flexibility.

ONA

- The committee will be placing the following message in the church bulletin:
 "The Open and Affirming team sends you greetings. It has been over a year since we began the stay at home precautions due to Covid. We have greatly missed our church family. Last year we had just started to have conversations with our fellow members to listen to your thoughts and concerns around the Open and Affirming process. Due to Covid we were not able to continue the one to one conversations, and we stopped our team meetings as well. We have recently started to meet again as a team and are hoping to resume the one to one conversations with our fellow members. We will be reaching out to all members of the congregation throughout the spring and summer. However, to help facilitate questions and suggestions we have also created a question box to gather any questions or suggestions you may have. It is located on the table in the upstairs hall as you enter the sanctuary. In addition, we welcome your comments via email or post. These can be addressed to ONA c/o Brookline Community Church 2 Main Street, Brookline NH 03033. This will help us to facilitate conversations and will help us through the process. We look forward to our conversations as we thoughtfully explore the process of Open and Affirming together."
- Brian Rater, a Gay man and advocate for the LGBTQ community will be sharing his experiences with the ONA Committee at their meeting on May 11th
- Are putting an updated statement on their work in the bulletin. Jill: might send a separate statement to the church to catch people's attention.
- Peter will be giving \$100 to Rena today to replace what was taken out of their budget.

Finance & Treasurer's Report

BCC YTD Financial Summary	Actual Income	Actual Expenses	Income vs Expenses + / -
April	\$30,585	\$28,963	\$1,622

- Finance: nothing to add
- Ann: noticed THM number was down in April.
 - Amy: they didn't sell as many dinners.
 - Bill: also having to deduct expenses.
 - Ann: were they getting fewer donations?

Outreach Report

- Senior Luncheon – May 15th – turkey wrap, egg salad, pasta salad & dessert
- Bedding Collection for Veterans – NEW Twin size sheets, blankets & pillows, gift cards to Walmart & Uber to Support transitional housing facilities for veterans & their families through Harbor Cares & Buckingham Place. Collecting through May 21st with drop-offs at senior luncheon & take home meal days. Bin outside door at church for anytime drop-off.
- Contacted Habitat for Humanity to supply lunch for a work crew or participate on a work crew. Due to Covid not allowing volunteers yet, just their core work crew.
- Using dedicated funds, we purchased a lawn sign with proceeds going towards the Nashua Habitat Veterans build. In the process of building a 2-family duplex for 2 female veterans & their children in Nashua NH. We will display it on the church lawn.
- Thanks to Candy & Megan for publicity as it's helping greatly.
- Thanks to Bill & Bob for going with Amy to get the donated fridge from TD Bank and put it in the church.

Minister's Report

- No report

Pastoral Relations Report

- No report

Trustees Report

- A refrigerator was donated by TD bank, it is in the kitchen now.
- Susan & Russell took off the counter section from where the new fridge has been put. Russell will cut it down and repurpose it.
- Peter: put up a new basketball net. The old chain is in the hallway on the shelf.

Publicity

- Primarily social media posting

The meeting ended at 9:31 am.