

**North Chapel Board of Trustees**  
**November 19, 2013**  
**Meeting Minutes**

Present: Mary Jeanne Taylor, Lynn Peterson, Ann Wynia, Daniel Jantos, Hope Yeager, Anne Marinello.

Mary Jeanne opened the meeting with some poems about autumn.

**Committee Visit**

Nominating Committee sent a report of where they are with nominating members to join the Board in lieu of coming to the Board meeting. They have three candidates prepared to recommend for nominating to the Board at the Annual Meeting. The Board needs to come up with a name of someone to replace Joan Haley who is leaving the Nominating Committee. MJ will get back to the Nominating Committee about the Board putting together the task force for our relationship to the UUA.

**Daniel's Time**

Daniel shared some writing by some social scientists about the concept of escape and provide a new framework of looking at migration, and participation in aspects of life that reject appropriation as a foregone conclusion. Daniel spoke about these writings as outlining spiritual but not religious ways of thinking and living. Daniel further asked how do we prepare to support these movements, these people? This involves environmental thinking, simpler ways of living, ordinary joys, simple pleasures. We are in a unique place here to be free to be open to whatever is next. Things are happening and they will happen with or without us.

Some great conversations are happening around sabbatical time. Various people are engaged in the thinking and planning of possible Sunday services that will be meaningful to our church community. Joy and Laurence will come on Jan. 10 to be introduced to the community. And then they will be back at later times to participate in services.

Lynn pointed out that the theme of the UUA GA this year is immigration and the "Love Reaches Out". Daniel said that the UUA has a curriculum that might be worth looking at and doing something with. Daniel said that migration and borders have become a metaphor for broader things that are going on in the world. The migrant has become a symbol for something that crosses borders. Anne M. reflected on the creative energy that she feels in relation to Daniel's connection to the program at Dartmouth.

MJ asked what the Board can do to support the sabbatical planning. Daniel said that the group working on the planning is trying to focus on setting some goals and finding something exciting to explore during the sabbatical time. Daniel said the Board could provide some direction in these conversations about setting goals during the sabbatical time.

Hope expressed concern that Worship committee gets the support that they need to do the nitty gritty planning of services during Daniel's sabbatical. Daniel said that the goals being created are around storytelling and growing closer and deepening relationships within our community during the sabbatical.

Daniel mentioned that the Board needs to be sure to put into place some training for leadership within our community so that committee chairs have the skills and training they need in order to run their committees. Also, Daniel sees the need for a new committee to help engage new members and get them plugged into the life of the church.

**New and Continuing Business**

MJ asked Lynn to report on the meeting about the UUA and our relationship to it. MJ asked what the purpose would be of a new task force related to the UUA. Lynn said he had three topics to study that the UUA task force would study:

\*work to send North Chapel members to the GA;

\*investigate possible help from the UUA related to church administration, Board work, etc.;

\*educate North Chapel members about the UUA so that we as a community can make an informed decision about voting for paying our full fair share dues to the UUA;

\* a year's exploration of the UUA and what they can offer us.

Ann W. restated the mission of the task force as educating and bringing further understanding to the North Chapel community about what the UUA offers to us. Ann said that her understanding from the UUA meeting is that people who were present at the UUA meeting were all in favor of paying our full fair share dues to the UUA.

Daniel gave the Commission on Appraisal as an example of a part of UUA work that most North Chapel members don't know about.

Lynn said that he would invite Deb Hawthorn and some others to join the task force to undertake the tasks as listed above. MJ asked Lynn if he would join that task force as well. Lynn said he would. MJ asked that the task force meet monthly and send the Board a monthly report (or meeting minutes).

Donna Van Fleet has notified the Board that she will no longer be serving as Clerk at Annual Meeting.

The Board decided to hold the Annual Meeting on Sunday, January 26<sup>th</sup>, 2014. MJ will follow up with Donna Atwood to set that date on the calendar. Hope will type up the warning, pass it by Donna Van Fleet for Clerk approval, and then send it on to Donna Atwood for publication in the January Quest.

#### **Old Business**

MJ said she will be sending a scheduling email around to have a mini retreat to begin to set Board goals for 2014 to present at the Annual Meeting.

MJ gave an update on where we are with the Change the World Kids space being safe. Various people have looked at the existing space, have given estimates for adding an additional exit (\$75,000) or converting the back porch (\$45,000).

Daniel discussed the possibility of doing space assessment in order to create a space for temporary housing for youth or others in transition.

MJ would like the Board to tour the CTWK space so that we know what the space is like. MJ will contact CTWK to ask when we could come to see their space while they are there.

Lynn gave an update on the agreement with Hand in Hand. There are two types of insurance: medical expense and liability. Jim Swift said not to worry about the medical expense. However, he said that as far as liability, the church needs to be covered for Hand in Hand or any other group that uses the church. The church according to the insurance company is covered for Hand in Hand. We are not liable for any major event that happens in Hand in Hand – the church is covered. Jim Swift felt that CTWK should sign an agreement as well as other groups that use the space. Ann suggested that the Rental Task Force write a Use Agreement. Lynn said he has a Use Agreement for Lauren to sign and he will do so. MJ asked Lynn to write with Jim Swift a Use Agreement for the CTWK to sign. Lynn suggested that we partner with them and raise money to revamp their space.

Lynn left the meeting at 9:00 p.m.

Anne Marinello made a motion to spend some money to hire an architect to do a space assessment and rough sketch of possibilities on the available spaces (porch, barn, upper floor of parsonage, nursery in the church) for use by a group of 30 kids, and also for temporary housing for those in need. Mary Jeanne Taylor seconded the motion. The Board approved the motion unanimously. Ann W. will take this to Finance to see about finances for this initiative. Ann W. will also let the Buildings and Grounds committee know about this space assessment. Ann W. offered to call Roy Snell to see if he would be interested in doing the space assessment.

Consent agenda passed unanimously. Meeting ended 9:19 p.m.  
Respectfully submitted by Hope Yeager

North Universalist Chapel Society  
November 2013 Financial Report  
Ann Wynia, Treasurer

	SEPT	OCT	NOV	YTD	2013 Budget
<b>RECEIPTS</b>					
1 Loose	1,754.00	1,337.00	846.00	15,823.63	15000
2 Pledges	21,840.00	10,678.33	6,241.00	137,311.33	140000
3 Gifts/Donations	3,200.00	0.00	100.00	3,740.00	3000
4 Rentals	525.00	2,225.00	1,750.00	12,530.00	12000
5 Nursery School	1,250.00	625.00	625.00	5,625.00	6750
6 Fund Raising	538.00	638.00	6,310.92	13,517.42	14000
7 Reserve Fund	0.00	0.00	0.00	8,000.00	8000
8 Balance forward	0.00	0.00	0.00	3,012.99	3000
9 <b>TOTAL RECEIPTS</b>	29,107.00	15,503.33	15,872.92	199,560.37	201750
<b>EXPENSES</b>					
10 Electric	326.61	355.65	414.53	4,400.47	5400
11 Fuel/Furnace	1,049.85	559.85	926.21	9,467.92	8500
12 Grounds	0.00	0.00	0.00	4,220.51	5000
13 Insurance	0.00	0.00	-151.00	4,188.00	4335
14 Janitorial	113.50	329.45	396.14	4,131.66	3000
15 Maintenance	655.92	800.00	74.00	12,538.08	5000
16 Water/Sewer	0.00	0.00	79.98	843.03	850
17 <b>TOTAL CHURCH</b>	2,145.88	2,044.95	1,739.86	39,789.67	32085
18 Electric	0.00	0.00	0.00	0.00	0
19 Furnace	0.00	0.00	0.00	0.00	150
20 Maintenance	731.35	0.00	0.00	731.35	1000
21 Water/Sewer	0.00	0.00	0.00	0.00	0
22 <b>TOTAL PARSONAGE</b>	731.35	0.00	0.00	731.35	1150
23 Administrative Ass't	1,255.80	1,287.82	1,156.19	12,540.21	13068
24 Office Supplies	61.12	74.03	53.63	1,125.59	1000
25 Postage/Printing	4.08	2.76	2.30	415.47	200
26 Telephone	115.14	115.48	91.52	1,260.94	1600
27 Website Host/Upkeep	0.00	0.00	0.00	0.00	300
28 Copier Lease	459.54	212.19	213.19	2,946.71	3500
29 UUA Fair Share	0.00	0.00	0.00	3,375.00	6750
30 NNED Dues	0.00	0.00	0.00	2,000.00	2000
31 Miscellaneous(Vanco)	0.00	25.00	23.54	50.04	100
32 <b>TOTAL ADMINISTRAT</b>	1,895.68	1,717.28	1,540.37	23,713.96	28518
33 FICA	708.22	708.21	698.14	7,696.56	8320
34 Medical Ins.	1,098.34	1,098.34	1,098.34	12,081.74	13200
35 Pension	900.00	900.00	900.00	9,900.00	10780
36 Auto Expenses	165.00	165.00	165.00	1,815.00	2000
37 Professional Exp & Dev	0.00	0.00	0.00	5,935.00	5390
38 Workers' Comp	0.00	0.00	0.00	1,702.00	1770
39 <b>TOTAL BENEFITS</b>	2,871.56	2,871.55	2,861.48	39,130.30	41460
40 Salary	3,916.00	3,916.00	3,916.00	43,076.00	47000
41 Housing Allowance	2,500.00	2,500.00	2,500.00	27,500.00	30000
42 <b>TOTAL MINISTER</b>	6,416.00	6,416.00	6,416.00	70,576.00	77000

North Universalist Chapel Society  
 November 2013 Financial Report  
 Ann Wynia, Treasurer

	SEPT	OCT	NOV	YTD	Budget
43 Sabbatical Savings Accoi	318.75	0.00	0.00	956.25	1275
44 Substitutes	0.00	0.00	0.00	442.00	500
45 Supplies	0.00	0.00	0.00	21.99	300
46 Advertising	0.00	0.00	0.00	20.00	100
<b>47 TOTAL WORSHIP</b>	<b>318.75</b>	<b>0.00</b>	<b>0.00</b>	<b>1,440.24</b>	<b>2175</b>
48 Organist/Choir Direct.	1,312.00	1,312.00	1,312.00	14,432.00	15740
49 Special Services	100.00	100.00	0.00	750.00	800
50 Supplies	0.00	21.00	0.00	167.99	500
<b>51 TOTAL MUSIC</b>	<b>1,412.00</b>	<b>1,433.00</b>	<b>1,312.00</b>	<b>15,349.99</b>	<b>17040</b>
<b>52 Coffee</b>	<b>0.00</b>	<b>73.50</b>	<b>0.00</b>	<b>288.50</b>	<b>350</b>
<b>53 Resource Comm</b>	<b>0.00</b>	<b>296.02</b>	<b>0.00</b>	<b>296.02</b>	<b>200</b>
Margaret Lampe Kannenstine					
54 Leadership Developmer	0.00	0.00	0.00	0.00	500
55 Outreach	0.00	0.00	0.00	100.92	150
56 Quest	113.84	113.84	113.84	1826.33	2300
<b>57 TOTAL MEMBERSHIP</b>	<b>113.84</b>	<b>113.84</b>	<b>113.84</b>	<b>1,927.25</b>	<b>2950</b>
58 Staff	600.00	400.00	400.00	3,700.00	4400
59 Supplies	0.00	0.00	0.00	223.17	500
60 Child Care	160.00	128.00	128.00	1,534.00	1670
63 Recognition	0.00	0.00	0.00	0.00	200
<b>65 TOTAL R.E.</b>	<b>760.00</b>	<b>528.00</b>	<b>528.00</b>	<b>5,457.17</b>	<b>6770</b>
<b>66 TOTAL EXPENSES</b>	<b>16,665.06</b>	<b>15,494.14</b>	<b>14,511.55</b>	<b>198,700.45</b>	<b>209,698</b>

North Universalist Chapel Society  
November 2013 Financial Report

Ann Wynia, Treasurer

	SEPT	OCT	NOV
<b>PEOPLES' UNITED ACCT # 640322721</b>			
67 Beginning balance	-12,932.58	-490.64	-481.45
68 Receipts	29,107.00	15,503.33	15,872.92
69 Expenses	16,665.06	15,494.14	14,511.55
70 <b>Ending balance for</b> operating budget	-490.64	-481.45	879.92
 <b>RESTRICTED FUNDS</b>			
71 Withholdings	0.00	60.00	120.00
72 Minister's Fund	1601.43	1501.43	1501.43
Cold Relief	812.50	812.50	812.50
Minister's Discretion	1200.00	1200.00	1200.00
73 Organ Preservation	596.93	596.93	596.93
74 NYE/Cranna	3200.09	3200.09	3200.09
75 Sabatical Savings	7756.25	7556.25	7356.25
76 Memorial Gardens	1223.05	1223.05	1223.05
77 Legal Funds LP	1769.30	1769.30	1769.30
77a Pizza Oven	127.80	98.64	-463.52
77b VT/Quebec grant	1016.37	1016.37	1016.37
77c 2014 Pledges	3170.00	6378.00	9198.00
77d VT Arts Council		17936.00	0.00
77e Flower donations			14.00
78 LHA	50.00	50.00	4630.00
79 Spiritual Practice Explor	4500.00	3035.00	2940.51
 <b>TOTAL CHECKING ACCOUNT</b>	 26,533.08	 45,952.11	 35,994.83

**INVESTMENT - Vermont Community Loan Fund - \$3760.25 at 2.5% Matures September 2016**

Wells Fargo Acc't #3605-39446 Balance 11/30/13 - \$187232.67

The only restricted funds now are \$1000 for Memorial Gardens

**EXPLANATIONS**

- (1) 11/24 collection to LHA
- (3) Jonas
- (4) 8/16,8/29,9/6,10/4 wed-1200, Doolittle-150, AA-130, Garden Club-75, Bel Canto-75  
11/29 and 12/28 member wed-120
- (6) Nov. Classical Music-399, Silent Auction-4100,Hash supper-1811.92
- (13) Rebate
- (14) Includes 182.26 for materials to strip Social Hall floor
- (15) Pest Control-74
- (26) Change in plans saved money thanks to DA
- (75) Nancy Kilgore
- (77a) Total collected \$1500 less expenses
- (77d) Grant money returned to Wells Fargo

Ann L. Wynia, Treasurer

To: North Chapel Board  
From: Sabbatical Planning Committee<sup>1</sup>  
Re: Plan for Church Services and other Activities during Daniel's sabbatical leave  
Date: December 11, 2013

This is our proposed plan for Sunday worship services and related spiritual activities during Daniel's sabbatical leave (1/15/14-4/15/14). We discuss goals, methods, special participants, budget and oversight.

## **Goals**

Our goals for the sabbatical leave period are to

- support members and friends of the North Chapel in their spiritual journeys, with increased opportunities for spiritual work within and outside of the Sunday service
- reach out to all in the congregation, bringing in voices and energy of members we haven't heard from, and opening more doors to the wider community
- work to build community by improving communications, safety, participation and trust within the North Chapel

## **Methods**

Towards these ends, we will organize activities around the broad theme of "A Winter of Story Telling" and provide a variety of opportunities for individuals within and outside of the North chapel to share their stories.<sup>2</sup>

Sunday services and other activities during the week will involve a sharing of stories around differences; struggle, courage and renewal; and our spiritual journeys. Working with the Worship Committee we have identified tentative topics and individuals responsible for organizing different services and workshops and other gatherings during the week for the entire sabbatical period.

## **Participants**

Besides members of North Chapel we will engage five very special people listed below to help enrich our spiritual life during the sabbatical leave period. Each of these individuals is known by one or more members of our committee; all but Lee Devoe have been contacted and are comfortable with the role and remuneration presented below; the ultimate participation of these individuals depends, of course, on agreement on dates and other specific arrangements.

### ***Joy Davey and Lawrence Stibbards***

For many years Joy and Lawrence directed the Shalom Mountain Retreat and Study Center, a non-profit organization in the Catskills that offers a broad range of transformational retreats. Its stated mission is to "call people to be conscious, loving and fully alive."<sup>3</sup>

Joy has a Ph.D. in psychology and is a Jungian analyst. She has taught psychology at the university level and has worked extensively with children, adults and families in educational and clinical contexts. Joy has been in private practice and leading Shalom retreats since 1982.

Lawrence has been a pastoral counselor for more than 40 years. He is accredited as a clinical member and supervisor of training with both the American Association of Marriage and Family Therapists and the Canadian Association for Pastoral Education. He has taught pastoral care and therapy in numerous hospitals and health care centers. After obtaining post-graduate degrees in Canada and the U.S., Lawrence established and was the minister of an experimental church. He began leading Shalom retreats in 1981.

Joy and Lawrence will visit on three occasions – January 10-13, January 24 - February 1, and April 7 – 15 – and, working in consultation with Daniel, a small group of church members and, possibly, some members of the wider community, will design a plan for their residency. This planning will occur on their first visit building on a three hour morning workshop they will lead on January 11<sup>th</sup> that will address three questions: Who am I on my spiritual journey? Who are we together? And who are we in the wider community?

The plan that emerges may include leading small-group processes and discussions on selected topics; meeting with individuals or groups for consultation; leading daily meditation; offering individual or group work on dreams; facilitating conversations and other processes during the Sunday services that occur during their time here; and leading an in-depth retreat for personal/spiritual growth during their April visit.

A fuller statement of the arrangements with Joy and Lawrence is presented below.

### ***Janet Davis and Rita Hardiman***

Janet and Rita will lead separate Saturday workshops in February on “Race” and “Class and Privilege” in conjunction with Sunday services on these topics organized by the Social Justice Action committee.

Janet is the Director of the Midwest Region, Senior Diversity and Inclusion Consultant and Coach at the FutureWork Institute. During her 35-year career as a consultant, trainer, counselor, and educator, Janet has facilitated constructive conversations on the subject of group identity for women and men of different races, ages and socio-economic classes within a range of businesses, government institutions, universities, and community organizations. Janet has served as a long-term diversity and human resources consultant to several organizations, including Princeton University Press, the University of Medicine and Dentistry of New Jersey, and Catalyst, Inc. As a former board and faculty member of the Multicultural Training and Research Institute of Temple University, she provided guidance to the board on cultural diversity and multicultural issues impacting the surrounding neighborhood communities. You can read more about Janet at:

<http://www.futureworkinstitute.com/aboutus/our/janet.html>

Rita is a Diversity and Multicultural Organization Development Professional with 25 years experience as a consultant, researcher and trainer for higher education, government, corporations and not-for-profit organizations. She has made significant contributions to the field of diversity, designing tools and methodologies that have been assimilated into practice by numerous consultants and organizations, and has written articles and book chapters on the foundations of social justice, managing diversity in the workplace and facilitating dialogue groups on diversity. She is a frequent speaker on diversity, creating multicultural organizations, social identity development, and organizational change. (We have her full resume if needed.)

### ***Lee Devoe***

Lee has been a Unitarian Minister since 1996 and served as Minister for five different congregations, most recently the UU Congregation of the Upper Valley in Norwich (2011-13). Lee is available to provide Sunday reflections and individual meetings as well as help with pastoral care, weddings and funerals while Daniel is away. We anticipate her conducting one to three Sunday services.

### **Budget**

We anticipate that these special visitors will be the only major budgetary items for the sabbatical period. Their work can be paid from the Sabbatical Fund. Some of Joy and Lawrence’s services can be paid from the Fund for Alternative Spiritual Practices. We estimate the costs for each of these visitors to be:

Joy Davey and Lawrence Stibbards: Total for both of \$7000 (\$6000 stipend and \$1000 for travel and other expenses – they will be provided housing while they are here at no cost to the North Chapel)

Janet Davis and Rita Hardiman: Total for both of \$1000 (\$600 fees, \$400 travel – housing and meals provided at no cost to the North Chapel)

Lee Devoe: \$400 for each Sunday service and consultation (Maximum of \$1200)

Total for all visitors = \$8400 to \$9200

### **Leadership**

Oversight for the implementation of this plan will be provided by Neil Marinello, Charity Gray and Richard Schramm along with Brenda Johnson (January) and Anne Macksoud (February, March and April) from the worship committee.

### **Concluding Comments**

We are very excited about the work we have done and appreciative of the major role that Daniel has played in encouraging us to think a little out of the box. We await your comments and hopefully full support for carrying out this plan.

### **Arrangements for Joy Davey and Lawrence Stibbards to be in residence during Daniel's 2014 sabbatical**

Joy and Lawrence have agreed to be in residence at the North Chapel and within the larger community on three occasions during Daniel's sabbatical:

1. January 10-13
2. January 24-February 1
3. April 7- April 15

Working in consultation with Daniel, a small group of church members and, possibly, some members of the wider community, Joy and Lawrence will design a plan for their residency, which may include: leading small-group processes and discussions on selected topics; meeting with individuals or groups for consultation; leading daily meditation; offering individual or group work on dreams; facilitating conversations and other processes during the Sunday services that occur during their time here; and leading an in-depth retreat for personal/spiritual growth during their April visit.

Each successive segment of their residency will build upon the one before it. Thus, the detailed planning for the late-January, weeklong visit will be done toward the close of the mid-January weekend. This kind of incremental planning will allow each phase of the work to build upon and be informed by what came before it.

The North Chapel agrees to provide Joy and Lawrence with a stipend of \$6000 for their services, plus payment to cover all or most of their travel expenses (estimated to be no more than \$1000). We will also provide them with housing during their residency and cover costs for utilities and cleaning, as needed. (Jantos' home for 1/10-13 and 4/7-15. Lodging for 1/24-2/1, TBD).

The North Chapel agrees to organize a small group of people who will provide support during their residency, for program planning, logistics, and other needs. In addition, the North Chapel agrees to conduct outreach within its own community and beyond to encourage participation in the programs and services they will offer.



## Endnotes

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<sup>1</sup> Daniel Jantos, Neil Marinello, Brenda Johnson, Joby Thompson, Charity Gray, Anne Macksoud, Joan Harvey, Denise Lyons, Richard Schramm

<sup>2</sup> Story Telling Methods: (1) We will learn more about story telling through talks and workshops; (2) We will tell our own stories, interview others and tell their stories, be interviewed by others who will tell our stories, and/or join with one or two others to tell our joint stories; (3) We can also invite more people to join writing or journaling groups so that they can write their stories and then share them with others; (4) We can use people's stories in Sunday services and in other settings during the week (e.g. small groups like covenant groups, writing groups, workshops, retreats);and (5) We can reach out to specific audiences for story telling/sharing sessions on themes like getting old/aging, death and dying, loss and grief, parenting, challenges for young people, mental and physical health challenges, issues of race and class.

<sup>3</sup> The Shalom Mountain Retreat and Study Center was founded in the mid-1970s by Dr. Jerald Jud, a staff director in the NY office of the United Church of Christ, and Elizabeth Jud, a Swiss psychotherapist, Shalom retreats were originally designed to facilitate personal and spiritual growth for ministers, outside of the formal church setting. The Juds developed a set of principles and skills of loving and created a unique retreat process that allows individuals to do personal exploration within the context of an intentional, loving community. Joy and Lawrence led the retreat center from the early 90s until approximately 2009. They expanded the retreat offerings, developed a leadership training program, and helped individuals to bring Shalom work to their own communities in Boston, Chicago, D.C. and elsewhere. [www.shalommountain.com](http://www.shalommountain.com)

## NUCS Finance Committee: Meeting Minutes

Date: 12/12/13

Att: Jack, Ann, Chris, Vince, Pieter

- **2014 Budget:**
  - Line 11: Fuel should be raised to \$9500
  - Line 15: Maintenance should stay at \$5,000
  - Line 23: Admin Assistant should be \$17,680 (@\$17 hour)
  - Line 29: UUA should be \$8375
  - Line 30: NNED should be \$3006
  - Line 34: Medical Insurance to \$15,600
  - Line 58: Staff for RE: should be \$4900
  - Line 41: Housing Allowance (\$1,200 raise, to \$31,200)
  - Line 43: Sabbatical Savings Account (double to \$2500)
  - Line 48: Choir Director (4% raise) \$16,340
- **VCF Reserve Fund:** Discussion re: proposed Reserve Fund at VCF and Operating Fund (Wells Fargo). If there are extraordinary expenses, we should borrow from Wells Fargo within 12 months. If we are therefore using the Operating Fund as a de facto line of credit, we should follow LOC best practices, and agree that all internal loans are “paid off” for at least 30 days each year.
- **Maintenance and Capital Projects:** discussion re: off-budget capital projects fund. We need to add painting (\$11K), parsonage sewer \$3K, driveway \$1K, stove for pizza oven \$2K for total of about \$18K.
- **Change the World Kids Space:** Discussion re: budget to install stairs, or at least chain ladders, and smoke and CO detectors and fire extinguishers.
- **2014 Pledges:** Pledges so far for pledges \$108,000 with Ann’s estimate that it could go to \$145,000. This is well below the \$160,000 we were building the budget around. Note to selves.

## **Minutes – Social Justice Action Committee Meeting**

December 9, 2013, North Chapel Library

In attendance: Anne Marinello, Rhoda Moore, Jackie Fischer, Akankha Perkins, Neil Marinello, and Richard Schramm

The minutes of the November meeting were approved.

Review of Action items. Still working on putting information on website about Youth Initiative.

### ***Report from the Board*** – Anne Marinello

- Board minutes will be posted on the North Chapel website after their approval. Password requirement will be dropped. SJA Committee (and other committees) should post their minutes on the North Chapel website by emailing them to NorthChapel Communications@gmail.com with a copy to Donna for the Board. Board will notify all committees of this procedure.
- The lack of safe egress in the case of fire in the Change the World Kids' space is still a concern. Board members will all visit the site to assess the situation. Question of involvement of CTWKs in this decision, consistent with the Board's policy on collaboration, was discussed and the Board is proceeding according to this policy.

### ***Website Update*** – Rhoda

SJA Committee information is now being handled well on the website. We need to continually post information about social justice-related organizations, projects, programs and events (see last item below).

### ***Job Bank and Life and Hope Updates*** – Richard

- Brooke Beaird provided information about the Woodstock Area Job Bank after the church service on December 1<sup>st</sup>. Information about the Job Bank will be posted on the website (Rhoda).
- Life and Hope had a successful fundraising campaign involving the Thanksgiving collection and a play/video/dinner event. They raised over \$8000 for Life and Hope which was above their target of \$7000-7500. The question of whether the amount above the target should be paid to Life and Hope this year or put aside as part of next year's fundraising was raised, as it has been before, but not discussed at this time.

### ***Youth Initiative Update*** – Jackie Fischer and Anne Marinello

- Mapping of youth needs and resources will be delayed until the summer.
- Several youth initiatives are happening (film and discussion on how bystanders to bullying can intervene; film, the Hungry Heart, on prescription drug addiction to be shown) and preparation for the March 22 Youth Summit is underway.

Action: We agreed that the SJA Committee should provide publicity for events of this sort including information about the organizations and events on the North Chapel website. We also agreed that we would support a signature garnering campaign to get on local town warnings by the Ottawaquechee Community Partnership (OCP) on Sunday December 15<sup>th</sup>. (Jackie, Anne and Rhoda)

***SJA role during Daniel's Sabbatical*** – Neil Marinello

Action: While Daniel is on his sabbatical (1/15-4/15/13), our committee will be responsible for three services (most likely all in February, dates to be determined). Youth Summit Sunday (organized by Jackie and OCP interns); Class, Privilege, Entitlement (organized by Richard and Peter Rousmaniere); and Race (organized by Richard and Denise Lyons). The latter two services will be accompanied by workshop events during the week before or after the service (organized by Richard and Denise). We also agreed to ask North Chapel members and friends if they have stories to share around these themes, either in the services or the workshops.

***Social Justice Action Committee Membership Survey report*** – Rhoda

Final results are 13 responses from 28 emailed surveys. One person suggested SJA meetings be after church; 9 prefer to work on projects rather than attend meetings and specified project areas of Youth (6 people), Climate change/Sustainability (2), Hunger/Poverty/Affordable Housing (4), Elders (2) and Peace/Nonviolence (1); Specific services were offered by 2 people in Audio/Visual (1 person), Posters/Flyers/Press Releases (2), Organize Fundraising (1), and helping as a Go-fer (1). No one signed up to be involved only electronically.

***Policy on prioritizing requests to SJA Committee for support*** – Richard

- This discussion has been tabled until March, 2014.

***Upcoming Events:***

Action: We agreed to publicize the following events in the weeks to come.

Thursday, December 12 – GunSense Vigil on Woodstock Green (4:30 pm)

Sunday December 15 – Support for OCP Signature Campaign (11:15 to Noon in Social Hall) and Reducing Gun Violence Update and Action Session with Bob Williamson (noon to 1:00 in Social Hall)

Saturday, December 21<sup>st</sup> – One Earth One Voice event (see [www.oneearth-onevoice.org](http://www.oneearth-onevoice.org))

Action: We also agreed to promote Anne Macksoud's film, *The Wisdom to Survive*, on the North Chapel website and elsewhere.

12-11-13

## **Membership Meeting Minutes**

**November 25, 2013**

Present – Rhoda Moore, Fran Lancaster, Ann Wynia

No Board Action Needed

Greeters – 12/1 – Sherry, 12/8-Fran, 12/15-Pru, 12/22-Ann, 12/29-Rhoda

All had enjoyed lunch with Ginny. Best wishes to her and her new home.

Circle Dinner dates – 1/18, 2/8, 3/15, 4/12

Ann will Contact Don Ransom about Christmas Eve ushers after checking with Brenda in Worship

Ann will sent 2014 coffee hour host list to committees and encourage them to engage everyone in this Sunday morning time of conversation and connecting.

There are 4 new hearing devices and 2 “loops” for those with a special hearing aid. Greeters to be aware of their use and return to the basket.

Discussion of new recording of reflection and question of CDs might not being available. We spoke of how we tend to listen in car or quiet places and would not enjoy sitting in front of computer. Rhoda will follow up with Neil Stannard.

Ann will get Kleenex supply and keep in cupboard in back at top of stairs.

No meeting in December.

Ann Wynia, Membership liaison

## **Worship and Music Committee Agenda December 3, 2013**

**Present:** Kathy, Daniel, Anne, Hope, Hugh, Diane, Carol, Jessica, Brenda

**Opening words--**Daniel

**Check-in—**laughter and gratitude

**Welcome Jessica!**

- 1. What is important to you when working on a committee,** this committee specifically? What do you need from the group in order to get the work done and have fun?

- \*Moving through quickly and efficiently
- \*Wide engagement, lively and shared tasks and good follow-up
- \*A sense of openness, every heard
- \*Take risks to dive deeper into subjects
- \*Every feels valued
- \*agenda and good organization of meeting
- \*talk one at a time

- 2. Volunteer opportunities**

**Worship committee chair needed** Feb-April, possibly May

\*Brenda will be away for these periods

\*Brenda has prepared a list of duties

\***Carol Egbert will be the contact person for Jan. 15-31**

\***Anne Macksoud will be the chairperson for Feb-April, with Hope as cheerleader.**

There is a lot of open-endedness in what the sabbatical period involves and that makes a big difference in what chairing this committee involves.

**Coffee Hour:** February—need **contact person and organizer: Anne Macksoud**

**Worship committee secretary?**

**Write Summary** of worship committee work for the annual report in 2013 for the annual report—would someone like to write this? Should include highlights of the year

- 3. Services during Daniel's sabbatical**

Goals

How to plan for these services? Worship committee? Ministerial committee? Others?

Tentative/working draft attached

- 4. December worship services**

**December 8** Kathy A. opening words

Anne and Kathy will see if anyone would be ready for this week with the “dialogue across differences”.  
Daniel reflection

**December 15** Polly children's story

A conversation about “The Wisdom to Survive” with Anne M. Karen, and Daniel

**December 22** Brenda children's story

Peg Brightman and dance group, Daniel reflection

**December 29**      A meditation service

**January 5**      Could this be a sample service of a conversation between 2 people?

**5. Pew arrangement (if time)**

**6. YouTube Reflections (if time)**

**7. Check out:** How was this meeting for you?  
I'm feeling . . . I wonder . . . I wish . . . or?

**Note to Kathy and Anne:** Do you want to change the weekly announcement and call for conversation in the quest?

Daniel, thank you for taking notes!

## **Buildings & Grounds Committee - Meeting minutes for 12/4/13**

**Present:** Ann, Agata, Donna, Katrin, Gina and Cheryl

### **No Board Action Needed**

**Sexton:** There has been an ongoing problem with heat in Donna's office. Jack will stick with it until it's fixed. Right now it takes 10 hours to go from 62 to 68 degrees. We will leave it on at a continuous 68 until it is fixed.

Agata and Radek did beautiful work on the kitchen and Social Hall floors. On top of that they painted all of the baseboards. Thank you!

A lot of salt is already being used. Gina will have another chat with the folks who spread the salt. Presently it costs us \$70 to do the shoveling on the sidewalk in the front and the back and then \$42 to sand/salt each time. Gina felt we needed a new carpet at the entrance to the office.

Gina suggested that we need a liaison for Agata and Radek. Katrin suggested Vassie since she was the liaison for Zeus. We are asking that Vassie take this on for the present Sextons.

The Board is having a budget meeting next Thursday. Cheryl gave Ann and Jack a copy of our 2012-13 projections to take to the budget committee. The Sanctuary was \$8000 over budget this year due to circulator pumps, rats, sewer pumps etc.

**Parsonage:** The sewer line is scheduled to be redone in the spring due to so many roots entering it – approximately \$3000. Cheryl suggested that we cut down the tree that is invading the sewer line to help the situation.

**Hand in Hand:** Lauren has signed a contract and is therefore covered under our insurance. She proclaims in the contract that she is now a 501 C 3 organization. Ann will look into that as well as finding the paragraph in a letter that states that Lauren is now covered by insurance. B&G asked that the letter be attached to the contract. In the contract it mentions a committee being set up that will help Lauren communicate with the Church. B&G feels strongly that someone(s) from B&G should be on the committee.

**Board of Trustees:** Ann Marinello made a motion to hire an architect to understand our space needs and possibilities in the Parsonage and the Sanctuary and Parlors. Jack is going to ask Charles Egbert to help out.

**Web Site:** The committee is looking for content. Gina suggested that next month we need to spend some time thinking about a description of what buildings and grounds does as well as helping set up the area for weddings – with rental rates, pictures, an outline of what is expected etc. Neil Stannard is the head of the web site/communication committee.

**Kitchen:** Thanks to Gina the coffee kit is made up and working. Also thanks to Gina, we have a new message board in the kitchen. Gina has made up a book – the Idiot's Guide to the Kitchen – to make sure everyone can find details of how to run the dishwasher, how to wash dishes by hand etc.

The next meeting will be January 7, 2014 at 6:30 in the Social Hall. Happy Holidays to ALL!

Sincerely,  
Cheryl Brush



## **Communications Committee meeting Dec. 11, 2013**

Present: Neil, Deborah and Marcia.

This committee report will attempt to summarize our meetings and discussions to date, and hereafter, we will provide a monthly report to the Board, in time for Board meetings. We have used technology to our advantage, communicating via Google hangouts or FaceTime when physical distance was too great for a sit down meeting. We have not as yet established a regular meeting time. We have been meeting as necessary, although we will soon come to a consensus as to a regularly scheduled meeting.

The Communications Committee ("CommComm") grew out of discussions in the Resource Committee on ways to improve the financial support of the church, starting roughly in January of this year. Peter Rousmaniere and Neil Stannard had much of the background knowledge of how this might work. We felt that improving outreach to all members and providing a way to contribute electronically, much like Public Radio does, would be beneficial to all. Deborah Rice brought up possible barriers to the change in terms of impact on Donna Atwood, or whoever is in the church office. She suggested possibly taking over one function of the office, rentals, or possibly just wedding rentals, to ease the burden of work. That idea led to discussions with Donna and the formation of the Rental Task Force, where the rates charged for various uses of the building were reexamined and the policy was rewritten. (The issue of charging for various uses of the building by various individuals and groups became a highly charged one, as it brought out conflicting opinions and philosophical discussions among church members and board members in particular, about the purpose of doing rentals, and the implications for our insurance policy.) Deborah withdrew her suggestion of taking over the rental functions, because it was too complicated to separate this from other office functions. Since Donna Atwood is looking forward to retiring next year, the whole office routine will be reconsidered.

To get back to the origins of the CommComm: In a Resource Committee meeting, early in this year Neil described the use of electronic donations by the UU church in Burlington, and after discussion with that church's office, suggested we could use Vanco, the company that provides this service for that church. He also spoke to Ann Wynia to see how this would affect her system for tracking pledges. At the same time, Peter Rousmaniere urged us to consider improving and updating the church website, and pointed out that a weekly enews letter, with links to the website, would shorten the enews and be more engaging and appealing to our members. He volunteered to do the editing and provide guidance toward this end. We discussed how to make a "donate" link work, and the implications of "pledge" vs "donate". By May of this year, these discussions were moved to a subgroup of Resource, now known as the "CommComm". Neil recruited Dave Sullivan as our consultant on website upgrades and maintenance, and Deborah recruited Marcia Peterson, who has lots of experience as the media center expert (formerly known as librarian) at the Ottawaquechee School. Deborah, Neil and Marcia took photos around the church property that were ultimately used for the website and for the newsletter, which was named "In Touch". Neil has worked with Dave, who made the actual changes to the website. Peter volunteered to edit a trial version of the weekly enews which was sent to a select group of members to get feedback on how it looked and worked, and a parallel website was created by Dave, with WordPress, a program Marcia was familiar with.

Another topic we have been considering at various points is how to put Daniel's reflections on the website so people can listen to them, just as they now have the option of borrowing the CD's that Alan Perkins has kindly done for years. Daniel agrees with this idea, so details are being worked out between Neil, Alan, and Norwood Long for recordings to be made. We anticipate that this task could

easily become one of the future administrator's responsibility. Over the next few months, we expect to streamline the process so as not to add much work for whomever takes it on.

Through the summer months, there was email contact among CommComm members but no formal meetings. This fall, meetings between Donna Atwood and the CommComm worked out the details of using a database of members with email addresses, and with Ann Wynia to clarify the electronic donation and pledging system. Ann advised us to emphasize ongoing pledging, with certain one-time donation a separate option.

That brings us to the present, where a meeting took place on December 11 with Neil, Deborah and Marcia in attendance. Dave and Peter were unable to meet. We discussed how the new recording device can be configured to link to the office computer to allow someone to transfer the reflection to the website. Neil and Marcia will investigate further. We discussed the need to have several people, i.e. our committee plus others, learn the recording procedure and make a schedule so someone is available each week to monitor the system for recording.

Neil has also uploaded some of the reflections to Sky Drive which gives us 7GB free of storage. This would allow several different people to go there and download them to another computer, to do the transfer to the website. Or Neil can store them all and they can be "fetched".

Alan Perkins has been making the CD's for some time now. Once reflections are regularly uploaded to the website, we would prefer to provide a CD only upon request. It does not seem that they are presently being borrowed from the library with any regularity, and once they are available for website listening, perhaps the CD's are not necessary.

We briefly discussed the possibility of recognizing Alan for the volunteer work he has done over the years to make the reflections available on CD. He will conclude this effort at the end of December. Donna brought this up to Neil a few weeks ago. We think it would be a good idea and ask the Board to consider this.

We discussed how to handle the recording once it is made, and the fact that the work of putting it on the website should be done on the following day. Ideally, whoever becomes the new Administrative Assistant should be able to do this. In the meantime, we will have to find out if Donna is willing and/or able to do this in her remaining time in the position. There is an initiative underway to revamp the recording process and connect it to a computer, most likely the office computer. More to come soon.

We wondered if there is any advantage to having a YouTube channel for church related videos. (Peter Rousmaniere has been advocating for some time to use videos on the website, with a link from the newsletter, such as the recent interview with Somnieng.) We will investigate this in the near future. Marcia will gather more information.

The topic of how to make committee meeting notes available to members on the website was mentioned. This is a good time to mention that at the very beginning of our existence as a committee, the possibility of using a member password for access to some pages of the website was brought up, in case someone thinks there is anything to be protected. (Perhaps the membership list?) That concern has dissipated and the password is being taken off, unless someone thinks we do need to keep some material protected. Presently, there is a Committee Reports subpage and a Board Reports subpage under the main Committees page. Donna will be able to upload the Board "packet" as a pdf document. Other committees can have their meeting minutes there as well simply by emailing them to

northchapelcommunications@gmail.com. The Social Justice Action Committee has been very proactive in this endeavor.

The committee has stayed in touch by email, and we decided to report any committee news or anything of note that has transpired in the interim to the Board.

We e discussed how the In Touch newsletter could be compiled and assembled by one person. Presently, Neil creates the weekly news with the assistance of Donna Atwood, who gathers the material during the week and sends it to Neil in a timely and efficient manner on Tuesday afternoon.

In conclusion, we discussed, very briefly, the possibility of incorporating the use of the website in the Storytelling project. It would not be difficult to upload audio recordings of stories if there are folks who wish to share them.

Respectfully submitted,  
Deborah Rice

## **CHILDREN'S RELIGIOUS EXPLORATION**

### **Here is the Children's Chapel schedule as planned for the first part of the year:**

September 15th – Little Acts of Creation with JJ

September 22nd – A visit to the Sukkot Hop at Congregation Shir Shalom, Woodstock with Geraldine (field trip)

September 29th – Lessons in Yoga and Art with Geraldine

October 6th - A Visit with Tai Chan Huey at the Tea House with Anthea (field trip)

October 13th - Lessons in Yoga and Art with Geraldine

October 20th - Little Acts of Creation with JJ

October 27th - The Natural World with Anthea

November 3rd - Lessons in Yoga and Art with Geraldine

November 10th - Little Acts of Creation with JJ

November 17th - Lessons in Yoga and Art with Geraldine

November 24th - Lessons in Yoga and Art with Geraldine

December 1st - The Natural World with Anthea

December 8th - Lessons in Yoga and Art with Geraldine

December 15th - Little Acts of Creation with JJ

December 22nd - Lessons in Yoga and Art with Geraldine

December 29th - No Children's Chapel

January 5th – No Children's Chapel

January 12th - Lessons in Yoga and Art with Geraldine

**RE Committee will meet on January 12<sup>th</sup>, 2014 to plan the spring schedule. Parents are welcome to attend and offer feedback.**

### **Weekly Summaries:**

#### **Children's Chapel September 8, 2013**

Geraldine, Anthea and JJ all teaching on the first day of RE

11 children participating

Great to be back. Today after our circle we did a centering exercise with our "candle" and learned some poses such as mouse, cat and dog. We then did a craft with JJ making "knowledge" caterpillars with pencils. Anthea finished off the morning with her "mystery bag." The children felt the object in the bag and guessed what was in it.

We had a fantastic morning!

#### **Children's Chapel September 15, 2013**

JJ Overstreet teaching

10 children participating

We made edible sukkots to prep for the field trip next week. They were made out of graham crackers, pretzels and candies.

#### **Children's Chapel September 22, 2013**

Geraldine - leading field trip

10 children participating

We had a great visit to the sukkot hop at the Congregation Shir Shalom. The children had an opportunity to decorate the sukkah with flowers, apples, gourds, etc. Then the Shir Shalom students shared what the Sukkot was. Once that was completed, we had an opportunity to snack on fruits, crackers and drink some apple juice. We ended our visit with a tour of the synagogue.

Thanks to Hope Yeager for arranging this fun and international field trip and for all the parents who chaperoned.

### **Children's Chapel September 29, 2013**

Geraldine teaching

6 children participating

Awesome day today! We shared our joys and concerns, got out our yoga mats, and started with some stretches and moved into some poses and then did the "Dance for the Sun" sequence.

We then went downstairs and spoke about the children at the North Chapel house in Cambodia and we discussed questions we have about the children and living there.

### **Children's Chapel October 6, 2013**

Anthea, Hope & Geraldine – field trip

11 children and 9 parents

We had a wonderful visit with Thae, the Buddhist monk, in his tea house in South Woodstock. Thae told us about the life of monks and nuns, and the belief that ignorance is at the root of all suffering in the world. He explained that Yoda and Luke Skywalker (from Star Wars) inspired him as a young man. Participants asked excellent questions about kindness and the importance of honesty. It was a thoughtful discussion and meditation in a magical setting.

### **Children's Chapel October 13, 2013**

Geraldine teaching

9 children participating

We started with our joys and concerns and centered ourselves using our colored light. The children chose some stretching/warm-up poses and then we did the "fishy song" and freeze-dancing.

We finished with a visualization/meditation titled "light bulb brain."

At the end we got to discuss some of the things we are grateful for in church.

### **Children's Chapel October 20, 2013**

JJ Overstreet teaching

3 children participating

Influenced by the kids' field trip to the Buddhist monastery, we read a book on the Buddha's life, and then made Buddhist necklaces. We ended with a short "meditation" using their necklaces to count the beads.

### **Children's Chapel November 3, 2013**

Geraldine teaching

7 children participating

Today we did our joys and concerns and spoke about Halloween. We then did a few dances and then watched a documentary about the North Chapel House and the children who live there.

### **Children's Chapel November 10, 2013**

JJ Overstreet teaching

5 children participating

We made snowflakes to celebrate the first snow. We talked about how each snowflake is beautiful and unique.

### **Children's Chapel November 17, 2013**

Geraldine teaching

3 children participating

Karen Wolk came and spoke about the orphanage in Cambodia! We then did the fishy song and practiced some poses before ending off with our closing words.

### **Children's Chapel November 24, 2013**

Geraldine teaching

2 children participating

Today we started with our Joys and Concerns. Then we did some warm-up exercises and did our “Dance for the Sun” yoga routine. We tried to watch a video on the North Chapel House but it wasn’t working so we did the “Light Bulb” visualization.

### **Children’s Chapel December 1, 2013**

Anthea Lavallee teaching

9 children participating

Today we talked about upcycling as a way to re-purpose things that we might otherwise throw away. We talked about saving interesting materials (e.g., ribbon, fabric, colorful paper, off-cuts of wire, yarn, etc.) to be used for future craft projects. Then we used these materials and other craft supplies to make holiday wreaths. Everyone also took home an extra wreath frame, with the suggestion that they use them to create one-of-a-kind wreaths out of used holiday wrapping paper and ribbon. It was nice to see older participants helping the younger ones with their crafts – great group!

### **Children’s Chapel December 8, 2013**

Geraldine teaching

9 children participating

Awesome day! In our Joys and Concerns we had a moment to talk about Nelson Mandela and the children blew me away with their knowledge.

We then made up yoga poses around the Christmas themes – tree, star, angel, ornaments, etc.

We also did a dance “Bop ‘Til You Drop” and watched a video on the children of the North Chapel House in Cambodia.