

North Universalist Chapel Society

Board of Trustees

19 August 2014

~ we are the trustees of the spirit of this church ~

1. Opening Words/Check In           15 minutes
2. Committee Visit: Membership       20 minutes
3. Daniel's Time                   20 minutes
4. Next Steps/Updates           20 minutes

Welcoming Signage  
CTWK Space  
Vision Work  
September Committee Cafe

5. Board Work                   30 minutes
6. Consent Agenda, including Committee Reports       15 minutes
7. Closing

## **North Chapel Board Meeting Minutes July 15, 2014**

**Present:** Ann Wynia, hope Yeager, Denise Lyons, Deb Rice, Susan Inui, Mary Jeanne Taylor, Anne Macksoud, Anne Marinello

**Absent:** Elizabeth Reaves, Daniel Jantos

Anne Macksoud's Opening Words were from Help Is On the Way by John Brehm; she read the poem titled, "Passage". Board members checked in.

The board briefly discussed the committee reports. The Board unanimously approved the B&G request for a \$100 gift to Radek for his repair of the bench at the back entrance of the church.

### ***Visioning Work***

Denise reported on the status of the Visioning process. The Resource Committee meeting had to be cancelled and they did not meet with Board members on July 8. Denise asked if there are a couple of Board members who would like to take on refining the Mission and Vision Statement as they now stand so that Resource Committee has something to go on. Deb said she would be willing to work on refining the Mission and Vision statements. Anne Marinello said that she would work with Deb on that. Susan said the Growth Committee Mission statement is in the June packet and in the May Board minutes is the Board Vision statement as brainstormed by the Board in April and May of this year.

Denise reported that Anne Macksoud, Susan Inui, and Denise will be representing the Board on the Vision Planning Task Force. Peggy Kannenstine has also volunteered to work on that Task Force.

(At this point, Susan Inui left to briefly attend another meeting.)

### ***Social Justice Request toward Collaboration***

Anne Macksoud met with Richard Schramm to clarify what the Social Justice Task Force is asking for. Richard told her they would like the Board to make a space on the church website for committees to collaborate, also a place on the website for community organizations that are actively collaborating with the church through committees or other work.

Deb said that Communications Committee has discussed putting links from the church website to other community organizations websites. Mary Jeanne suggested that Social Justice committee talk to Communications committee. Mary Jeanne asked the Board to look at the Social Justice proposal regarding collaboration representation on the church website. Then Mary Jeanne will ask the Board by email about approving the SJ proposal as written.

Denise said that she thought that having the topic of collaboration at a committee cafe makes sense and the Board can set that topic and ask Richard Schramm to facilitate the conversation. Mary Jeanne will review the Social Justice proposal on collaboration, check in with Board by email about it, and then will report back to Social Justice committee.

### ***Welcoming Congregation Signage***

MJ reported that Bob Riccio is willing to be on a committee to create signage but does not want to lead the committee. Anne Marinello said she would be willing to work on such a committee. MJ said she would also join that committee and suggested that Anne Mari. contact Barbara Bartlett to see if she would be interested in joining that committee as well. Denise said she would send a photo to Anne Mari. of a history of Gay Rights presentation she saw at a company she visited.

### ***Committee Cafe logistics***

Anne Mack. raised concerns about the logistics of how Committee Cafe runs around the serving of dinner. Denise asked how are we presenting the attendance at Committee Cafe to the committees? We need to make sure that there are people coming, that the feeling stays upbeat, focused on community-building. Committees in attendance so far on Committee Cafe night:

Worship

B&G

Finance

Membership

Communications

Social Justice in June

members of Resource

Denise suggested that each Board member discuss with their committee(s) how to use the Committee Cafe night in the best way possible for the committee members (meet at 5:00, for instance). Anne Mack. Suggested having committee meeting at 5:30 and then coming together at 7:00 to meet as a big group. Hope suggested that the committees meet with a brown bag dinner at 5:30, have their committee meeting, and then come together at 7:00 for dessert and whole group discussion. Ann Wynia said she thought at we could brown bag for August.

(At this point, Denise left the meeting and Susan Inui returned.)

Anne Mack. said she would write an email to committee members, which will also go in the order of service and the "In Touch", saying that we are working on refining the Committee Cafe format; so for Aug. 5 we will brown bag it and come together for dessert (we have the weeks of July 25, Aug. 1 to advertise). She will recommend to committees that they begin meetings at 5:30 with brown bag dinner and then come together at 7:00 for dessert supplied by the Board. The August topic of the group discussion will be feedback on Committee Cafe logistics. The topic for the group discussion in September will be collaboration (as requested by Social Justice). Susan Inui brought up the fact that the kitchen clean up for the Committee Cafe needs to be simple and sustainable (although not at the expense of simplicity), but so far has been a lot of work.

### ***Board work***

Officers: the board voted to keep the current officers with Mary Jeanne as Chair and Hope as Secretary. The other board members need to begin to think about who will take over these jobs after Annual Meeting in January.

Writing of Quest letter from the Board

Sept. - Deb Rice

Oct. - ?

Nov.-?

Dec.- Mary Jeanne

***How are we doing?***

Anne Mari. asked that we create a year long calendar of which committee will come visit the board meeting. MJ said she would create a committee visitation calendar for the Board.

Anne Mack said that we are doing well: there is a lot of trust and a lot of joy in the Board meetings between the Board members. Anne Mack. said she is glad that Denise brings the expertise in planning the process for creating a vision. That vision will help the Board do a better job.

MJ said she is having a lot of fun and enjoying the work.

Anne Mari. asked if the Board needs a liaison to the pastoral care work, and to the aging workshops. Ann Wynia said she feels that the Aging group feels like a workshop and doesn't need a liaison.

MJ reported that Daniel has suggested that we look to simplifying the work that we do. Simplicity can come into the Vision process as a priority.

***Committee Handbook***

MJ is still handing out the descriptions from the handbook. Committees are reviewing them and are supposed to get back to MJ about any changes or revisions needed.

The Board unanimously approved the consent agenda.

Anne Mack. read "So Long", by John Brehm as a closing.

The meeting adjourned at 8:15 p.m.

Respectfully submitted,  
Hope Yeager

North Universalist Chapel Society  
 July 2014 Financial Report  
 Ann Wynia, Treasurer

	MAY	JUNE	JULY	YTD	2014 Budget
<b>RECEIPTS</b>					
1 Loose	990.00	1,487.40	1,291.00	7,809.50	16000
2 Pledges	8,071.00	17,981.08	9,478.50	86,391.93	145000
3 Gifts/Donations	500.00	0.00	0.00	2,522.00	4000
4 Rentals	775.00	1,630.00	1,450.00	5,340.00	13000
5 Nursery School	625.00	625.00	0.00	3,750.00	6750
6 Fund Raising	398.00	0.00	4,055.50	6,287.00	16000
7 Reserve Fund	0.00	1,000.00	0.00	9,000.00	9000
8 Balance forward	0.00	0.00	0.00	1,361.13	1350
9 <b>TOTAL RECEIPTS</b>	11,359.00	22,723.48	16,275.00	122,461.56	211100
<b>EXPENSES</b>					
10 Electric	315.56	333.35	307.02	2,888.28	5400
11 Fuel/Furnace	0.00	838.64	54.89	8,269.25	9500
12 Grounds	100.00	0.00	19.01	3,924.01	5000
13 Insurance	1,563.00	0.00	0.00	3,739.00	4340
14 Janitorial	3.96	35.75	522.07	1,398.59	3000
15 Maintenance	669.87	131.45	356.75	2,852.17	5000
16 Water/Sewer	79.98	0.00	0.00	621.29	850
17 <b>TOTAL CHURCH</b>	2,732.37	1,339.19	1,259.74	23,692.59	33090
18 Electric	0.00	0.00	0.00	0.00	0
19 Furnace	0.00	0.00	0.00	0.00	225
20 Maintenance	0.00	0.00	53.86	53.86	1000
21 Water/Sewer	0.00	0.00	0.00	0.00	0
22 <b>TOTAL PARSONAGE</b>	0.00	0.00	53.86	53.86	1225
23 Administrative Ass't	1,606.50	2,061.25	1,372.75	10,480.50	16184
24 Office Supplies	425.98	92.00	11.02	833.95	1000
25 Postage/Printing	5.99	65.00	0.98	119.66	200
26 Telephone	94.51	90.22	90.04	630.87	1200
27 Website Host/Upkeep	0.00	0.00	0.00	383.76	600
28 Copier Lease	459.54	213.19	119.94	1,889.89	3500
29 UUA Fair Share	675.00	0.00	0.00	3,375.00	8375
30 NNED Dues	500.00	0.00	0.00	3,006.00	3006
31 Miscellaneous(Vanco)	30.08	194.13	31.68	357.83	360
32 <b>TOTAL ADMINISTRAT</b>	3,797.60	2,715.79	1,626.41	21,077.46	34425
33 FICA	745.88	772.70	742.94	5,178.53	8584
34 Medical Ins.	1,235.22	1,075.48	1,075.48	8,327.06	15000
35 Pension	912.00	912.00	912.00	6,384.00	10950
36 Auto Expenses	165.00	165.00	165.00	1,155.00	2000
37 Professional Exp & Dev	0.00	0.00	0.00	0.00	5475
38 Workers' Comp	0.00	0.00	0.00	941.00	1888
39 <b>TOTAL BENEFITS</b>	3,058.10	2,925.18	2,895.42	21,985.59	43897
40 Salary	3,916.00	3,916.00	3,916.00	27,412.00	47000
41 Housing Allowance	2,600.00	2,600.00	2,600.00	18,200.00	31200
42 <b>TOTAL MINISTER</b>	6,516.00	6,516.00	6,516.00	45,612.00	78200

North Universalist Chapel Society  
 July 2014 Financial Report  
 Ann Wynia, Treasurer

	MAY	JUNE	JULY	YTD	Budget
43 Sabbatical Savings Accoi	0.00	637.50	0.00	1275.00	2550
44 Substitutes	0.00	0.00	0.00	0.00	500
45 Supplies	0.00	0.00	0.00	0.00	300
46 Advertising	0.00	0.00	0.00	0.00	100
<b>47 TOTAL WORSHIP</b>	<b>0.00</b>	<b>637.50</b>	<b>0.00</b>	<b>1,275.00</b>	<b>3450</b>
48 Organist/Choir Direct.	1,362.00	1,362.00	1,362.00	9,534.00	16340
49 Special Services	0.00	100.00	50.00	350.00	800
50 Supplies	0.00	85.50	9.99	95.49	500
<b>51 TOTAL MUSIC</b>	<b>1,362.00</b>	<b>1,547.50</b>	<b>1,421.99</b>	<b>9,979.49</b>	<b>17640</b>
<b>52 Coffee</b>	<b>0.00</b>	<b>76.00</b>	<b>0.00</b>	<b>218.50</b>	<b>350</b>
<b>53 Resource Comm</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>300</b>
Margaret Lampe Kannenstine					
54 Leadership Developmer	0.00	0.00	0.00	15.00	500
55 Outreach	63.00	0.00	0.00	119.00	150
56 Quest	136.00	0.00	301.75	1598.66	2300
<b>57 TOTAL MEMBERSHIP</b>	<b>199.00</b>	<b>0.00</b>	<b>301.75</b>	<b>1,732.66</b>	<b>2950</b>
58 Staff	450.00	425.00	0.00	2,875.00	4900
59 Supplies	0.00	173.18	0.00	173.18	500
60 Child Care	128.00	160.00	128.00	960.00	1670
63 Recognition	200.00	80.00	100.00	380.00	200
<b>65 TOTAL R.E.</b>	<b>778.00</b>	<b>838.18</b>	<b>228.00</b>	<b>4,388.18</b>	<b>7270</b>
<b>66 TOTAL EXPENSES</b>	<b>18,443.07</b>	<b>16,595.34</b>	<b>14,303.17</b>	<b>130,015.33</b>	<b>222,797</b>

North Universalist Chapel Society

July 2014 Financial Report

Ann Wynia, Treasurer

MAY JUNE JULY

**PEOPLES' UNITED ACCT # 640322721**

67 Beginning balance	-8,569.67	-15,653.74	-9,525.60
68 Receipts	11,359.00	22,723.48	16,275.00
69 Expenses	18,443.07	16,595.34	14,303.17
70 <b>Ending balance for</b> operating budget	-15,653.74	-9,525.60	-7,553.77

**RESTRICTED FUNDS**

71 Withholdings	242.00	0.00	121.00
72 Minister's Fund	1233.01	1233.01	1113.01
Cold Relief	812.50	812.50	812.50
73 Organ Preservation	596.93	596.93	596.93
74 NYE/Cranna	3200.09	3200.09	2700.09
75 Sabatical Savings	-569.17	68.33	68.33
76 Memorial Gardens	1223.05	1223.05	1223.05
77 Legal Funds LP	1769.30	762.88	762.88
77a Pizza Oven		94.52	209.52
77b VT/Quebec grant	1016.37	0.00	941.27
79 Spiritual Practice Explor	2940.51	2940.51	2940.51

**TOTAL CHECKING ACCOUNT** -3,189.15 1,406.22 3,935.32

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

Wells Fargo Acc't #3605-39446 Balance 7/31/14 - \$89114.06

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

**EXPLANATIONS**

- (4) 8/14 wed-850,6/2015wed-300,doolittle-150,8/17Pentangle-150
- (6) Bookstock
- (15)Outside faucet repair
- (20) BR floor materials
- (23) Includes 29.75 reim from Bookstock
- (24) Includes 38.37 reim from Bookstock
- (28) Includes 103.91 reim from Bookstock
- (49) H.Roberts
- (56) 17.75 hourd
- (60) R.Marzec for restoration of Gould bench
- (77b) 2014 grant for sanctuary ceiling insulation

Ann L. Wynia, Treasurer





#### Composting:

Vassie received a square box composter from Anne Macksoud. It is presently located where all of the old branches are. Gina will put up a sign in the kitchen to tell us all what needs to go in the composter and what should not. Vassie will ask the garden crew to keep adding to it as well

#### Leftover Loam:

Katrin will fill in any places that need a bit of fill such as around the pizza oven this weekend.

#### Steeple Roof Repair:

Jack brought up that the painters patched some holes in the steeple but it will need to be tended to in the next year or two. Gina suggested Dan Quinn for steeple restoration. Donna felt that we did some restoration in 2003 but Cheryl went from 2001 to 2005 in her minutes and saw no mention of steeple work. Does anyone have any other ideas about timing or did we even do anything?

#### Elizabeth's Tree:

Linda left the tree that Allison brought in a back pack. It is presently placed where it will be planted. Katrin will plant the tree this weekend. Katrin promised Nancy Bebo that she will be planting a wall of flowers next to the dumpster.

#### Sidewalk:

Katrin felt like we should go one or two pads longer to end the driveway. Ann brought up that Peggy would like to use some paving stones that are considered green. We would need to investigate.

#### Pentangle:

September 13th, Pentangle would like to use the back lawn for a party of approximately 200 people. Cheryl would like them to have portapotties brought in and would rather that they did not cook their gumbo on site. Possibly they could warm it on a grill. They would provide a 20 X 20 tent with music. B&G had a number of questions ( decibel level of music, tables?) and Vassie was going to get answers and then we will do a round robin of B&G to get our thoughts and give them an answer.

#### Memorial Requests:

Katrin said that the memorial committee in NUCS fell apart. We need to have a policy since all agree that the back lawn is full and that there is no more room for trees/plantings anywhere. Ann suggested having plaques on the Gazebo as a memorial. Vassie and Gina liked the post idea with plaques on all sides of it. Donna will find out the cost of each plaque. They will be etched brass with screws and uniform.

#### Pine Tree:

Donna will call Al Romero to try for a better price than Chippers. Cheryl thought Chippers price was \$2500 +/-.

Rental Task Force:

Cheryl will see what she can find for Ann to give her background on our thinking in regard to cleaning and member costs.

Next meeting will be at 5:30 in the Nursery School on September 2, 2014.

Peace,  
Cheryl

## Membership Committee Minutes

August 5th, 2014

Present: Ann, Pru, Sherry.

We first met with a woman from a company which does pictorial directories. Although we were happy with the one 5 years ago, this different company has more options. One 8 X 10 portrait per family and the directories are free. There can be memorial pages and advertisements by church members if desired. Yet to decide on the latter. If both dates and the makeup date do not work for someone, there is a \$10 fee per picture for "home photos" submitted. There will be a \$5 discount if people bring in a donation to the local food shelf the days of portraits taken. Anyone 60 or older will get a 20% discount on pictures ordered more than the free one. Military pictures can be shown on a free page. More information will be given once we begin publicity.

We will begin to publicize signing up for portraits on August 17th. Dates are Friday September 26th from 1:00 through 8:00 and Saturday September 27th from 10:00 through 5:00. Jenny Gelfin has volunteered to assist us with the layout and other decisions. She worked at a church in Norwich with this company some years ago. Geraldine is willing to help in any way she can.

Greeters for the remainder of August are:

10 Sherry

17 Pru

24 Ann

31 Pru

Sherry will ask new member Joanna Garbisch if she would like to join the committee and if she would be available on the 31st to greet with Pru's guidance.

Sherry will ask Linda Galveo if she would like to interview Charlotte Ruiz for a new member highlight in the October Quest.

Respectfully submitted,

Sherry

Social Justice Action Meeting 8/5/14

Attending: Joanie Rothstein, Wendy Smith, Anne Marinello, Akankha Perkins, Peter Rousmaniere

Convened outside Social Hall at the North Chapel. 5:30 – 7 PM

### **Food Justice**

Joanie Rothstein presented the committee with a typical assemblage of food that a Food Shelf customer receives once a week. There was a general perception that it was perhaps enough for a couple of days' sustenance if that. Expiration dates appeared old. Joanie reported low inventories of fruits and vegetables. She believes that the Food Shelf is short on resources. Mention was made that Daniel is on the board. The committee would like some kind of report from the Food Shelf about its needs, and also a better idea of the state of food security/insecurity in the Woodstock area.

Action: Anne Marinello to talk with Daniel and the head of the Food Shelf

### **Welcoming Community**

The committee discussed the feasibility of some kind of symbol / sign to appear on the lawn. Action: Wendy was tasked with doing a search of how other churches and organizations have presented themselves as welcoming communities. Key words suggested included welcoming inclusiveness, safe, engaged, proactive, chatty.

### **Short term housing**

Anne presented the problem of short term housing need in town, for youth, young mothers, and others who need short term lodging while longer term arrangements are made. Joanie noted that police chief Bobbie Blish has an interest in this issue. The committee narrowed down the concept to housing for a month or less with a screening process in place. Anne noted that Gov Shumlin has invited some border kids to reside in Vermont.

The committee feels its role now is to raise consciousness; also to consider if space in the rectory is viable.

Action: Joanie to follow up, including contacting Sherry Thornberg of the Ottaquechee Health Foundation and Bobbie Blish.

## NOTES FROM THE WORSHIP COMMITTEE MEETING ON 8/5/2014

**Attending:** Brenda Johnson, Anne Macksoud, Daniel Jantos, Hugh Belton, Jenny Gelfan, Kathy Astemborski, Geraldine Fowler, Neil Stannard, Deb Rice

**We Missed:** Diane Mellinger, Hope Yeager, Jessica Horak

**Opening Words:** Anne shared a poem from *Help Is On The Way*, followed by a moment of silence and check-in.

### **Feedback from recent services:**

People appreciate when the service sticks to an hour.

This past Sunday, Steve asked the congregation to look at a picture and share reactions in small groups. The observation was made that having specific questions to respond to in small groups was helpful. There was discussion on how the congregation values connecting on a more personal level, and yet the exercise of working in small groups can be uncomfortable. Going forward we will make an effort to be more mindful of how we set up small group interactions. Bringing more people into the planning of these conversations may help. The observation was shared that the conversation can get easily derailed by group members going off topic – lessening the impact of the exercise.

### **Discussion:**

Geraldine – will set up a meeting with the people from Children First/Let's Grow Kids to find out more about the program. The initiative is looking for faith based organizations to get involved.

Geraldine needs a biography from **Hugh** for the upcoming service, August 10.

Brenda spoke with Dov to see if he'd like to do a service in September. She emailed him and is waiting for a response to firm up a date. Hugh can follow up if more communication is needed.

Brenda will get Hugh the updated outline of the service coordinator's role and also share the outline for the reflector's role (send to Kathy please!).

Brenda incorporated words that Daniel used recently, "Moment of Being More Fully Present" into the bulletin this past Sunday. The suggestion was made to keep that phrase in the order of service.

Diane organizes the music for the services. Jenny/Kathy gave Anne some suggestions for music on 8/24.

The Quest deadline is 8/22 for the September edition.

Len Cadwallader and his wife confirmed they will provide the reflection for the 10/19 service. Anne will ask Peg Kannenstine to introduce Len and his wife. We'll need a service coordinator for the service.

We haven't heard back from Anne Marinello about Change the World Kids doing a service. (Update: She thinks spring might be a good time when gardens are being planted.) Carmen Bango and Jack Greene have contacted Anne Macksoud about a film they're making on Our Relationship to the Earth. The suggestion was made to have them come to the 8/31 service to discuss their work and possibly with Peter Wilson. Anne has also met a young man at Farm and Wilderness who may be someone to invite to speak.

Daniel mentioned the great resource we have in the Dartmouth community and there are many interesting people there who may have a message we'd like to hear. When approaching people to speak at the North Chapel it's important to invite people who have a specific message/topic we want to hear about.

Delia, providing the reflection on 9/28, will talk about her pilgrimage in Spain.

On 9/21 people from our community will be heading to NYC to participate in the March on Climate Change. How do we want to focus our attention on this issue in church that day? Should we frame questions to put out to the congregation ahead of time? It's possible Dov might be providing the reflection that day and we discussed if it would be better to have him come another day if his reflection is on a different topic. We thought the march will be on people's minds and it would be helpful to have the reflection that day connect with this topic.

Daniel shared that the President of the UU Association has identified 3 issues to focus on this coming year. They are:

1. Getting Religion
2. Cultivating Leadership
3. Crossing the Borders

We had much discussion on the topic of finding cross cultural speakers and activities. As Unitarian Universalists we look to bring people/religions together. How can we explore this value/idea further? Perhaps this would be a way to get people involved who haven't shared in church before.

Some ideas that came up:

1. In September there is a Hindu celebration called the Festival of Light – there is a large Hindu community in Hanover that may be a resource.
2. When entire religious communities are displaced (Tibet) how do they maintain their faith and customs without a homeland?
3. Hugh knows a couple who have lived in/are from Mongolia – would they be willing to share about what it's like to live there (and then be here?).
4. Would it be possible to engage people outside of the Sunday service to further this exploration? Perhaps showing a movie on a cultural topic on a Thursday (or other day) before the Sunday service and having a conversation about it. (Example – showing a Cuban movie before Len

Cadwallader provides the reflection). We could do a month focusing on a particular culture through movies, readings, reflections.

Geraldine noted she has seen that people are “clicking on” the links provided in the weekly newsletter to read articles or listen to a song. She is also working on a Facebook page and we discussed how that might be used and embraced (or not) by the church community.

We tabled discussing:

Shortening the length of the usual service routine when there is a guest reflector.

Exploring authentic questions/topics/thoughts.

Jenny will provide opening and closing words for the September meeting.

**Closing Words:** Anne shared again from Help Is On The Way

Respectfully Submitted,

Kathy Astemborski