

**First Unitarian Church of Providence**  
Prudential Committee Meeting Notes  
October 10, 2018

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**ATTENDING**

**Prudential Committee**

John Simmonds, President  
Jay Glasson, Past-President  
Cheryl Bartholomew, President-Elect  
David House, Treasurer  
Roberta Groch, Assistant Treasurer *absent*  
Claire Rosenbaum, Clerk  
Caroline Mailloux, Strategic Planning  
Tiffany Reed, Stewardship Liaison  
Kate Bowden, Personnel Liaison  
Sam Cole, Community Life Liaison  
Nancy Weiss Fried, Social Justice Liaison *absent*  
Cynthia Roberts, Spiritual Development Liaison

**Church Staff Attending**

Elizabeth Lerner Maclay, Minister  
Cathy Seggel, DRE  
Nancy Forsstrom, Church Administrator

**OPENING**

6:45 PM - Check-in; Opening Words - Cheryl  
Chalice Lighting – Call to Order

**CONSENT AGENDA**

7:06 PM – June and September minutes. Jay moved to accept these minutes, Cheryl seconded.  
Accepted as submitted.

- **Motion for Green Sanctuary Survey** - Jay moved to take out Green Sanctuary from Consent Agenda, David seconded -  
**Discussion:** There was a congregational conversation on this last spring. First UU Green Sanctuary group would like to become a UUA "certified" Green Sanctuary. The intention is to make First UU more environmentally sensitive. The proposed congregational survey a first step to receiving this certification. Survey has been drafted and proposed to PruComm. **Tiffany moved to approve the proposed survey from the Green Sanctuary Team as part of their process to gain Green Sanctuary certification from the UUA. Cheryl seconded. Motion passed unanimously.**
  
- **Minister (Liz)** – Highlights of activity -- no written report this month due to LBB activity.
  - Work with Thandeka
  - Refresh Process (Transylvania Partnership)
  - Meetings with staff she supervises with goals for year and reviewing job descriptions and contracts
  - Staff worked very hard on Love beyond Belief™ effort - kudos!
  - Change in order of service - positive feedback from staff and congregation

- **DRE (Cathy) – See written report - Highlights:**
  - Some adjustments of worship format in Spiritual Pathways
  - "Huddles" with teachers before worship - newer teachers, especially, are appreciating this.
  - "Coffee hour plus - tech connect" -- in planning stage.
  - Full teacher teams
  
- **Church Administrator (Nancy F.) – See written report. Highlights:**
  - A few Thandeka books still left - will be available for sale
  - Preliminary budget figures from the Love beyond Belief effort -- food, child care, building manager, and copying (paper) were more than expected. Still only went about \$400 over budget.
  - Kate reminded that Jaime will likely need to be paid overtime rate for some of his hours.
  
- **Treasurer (David / Roberta) -**
  - Report will be submitted by the end of this week
  - Income is more than covering expenses at this stage of the fiscal year.

#### **EXECUTIVE COMMITTEE HIGHLIGHTS**

7:28 PM –

- **Security** –Sandy submitted a bid for 4M security film on office windows, kitchen windows, and basement door - \$6200. John has requested that this bid be Itemized. Cheryl reported that the Sanctuary Team has set aside \$800 that could go toward this effort. John noted that we will soon need to discuss unbudgeted expenditures since June and seriously prioritize any other unbudgeted expenses.
  
- **Sound System** – Nothing new to report. Contract for consultation has been signed. The team now includes a person who is hard of hearing. Team will provide further information as it comes in.
  
- **Restoration Status** – Final stages of Phase 1. If all payments come in this costs for Phase I will be completely covered. We may need to access "Bridge to 300" money to tide us over until all pledges come in. David will assess outstanding pledges - contacting donors to determine whether to expect their remaining pledges. This will determine whether we can move toward Phase 2. Clock WILL be fixed this Saturday. The bell will be able to be struck, but not rung until after Christmas
  
- **Parking Lot and Lighting (Jay) -** This project is moving forward. The light over youth group doorway will be installed soon. Waiting on bids before moving forward on rest of project. Estimated \$30,000 - Electrical around \$15,000. Loan with Washington Trust will pay for this project.
  
- **Finance Committee -**
  - **Planned giving / Benevolent Society-** Donors will have two choices - 1)Preservation fund endowment. 2)Capital Repair fund
  - **Common Endowment Fund -** Looked at performance of UUA fund and Washington Trust. Determined that we are better served with Washington Trust.
  
- **Communication Team -** Bill and Bev Koteff will meet with staff and then other stakeholders. Team has recruited a former ProJo journalist to assist with this effort.

#### **MINISTRIES, PERSONNEL, STRATEGIC PLANNING**

8:06 PM –

- **Personnel (Kate)** – Kate met with Liz regarding Pastoral Care. Rev. David Pyle, minister through UUA, can be available to us free of charge to assist with staff analysis and configuration as well as hosting lay ministry training for us and others. See MOU in meeting materials. This will need to happen soon as there may be budgetary / commitment drive implications. **Kate moved that we accept the MOU from David Pyle so that he can perform staffing analysis. Jay seconded, passed unanimously.**
- **Strategic Planning (Caroline)** – Cheryl, John and Caroline will meet to begin to discuss plans in light of Love beyond Belief™ work. More in November.
- **Community Life (Sam)** –
  - Parish House Potluck "rebooted."
  - Transylvania church refresh weekend upcoming. Tom G. and Betty F. have been engaging congregation in the LGBTQ concerns and being sensitive to culture of Transylvania church. The group would like to have trip to Transylvania in June. This is still in discussion. Roger Bertchausen is leading the refresh workshop and sharing sermon on Sunday with Liz.
  - David shared information on Benefit Mile of History and also RICJ RI Community and Justice Youth Empowerment - also sent to related ministries.
- **Social Justice (Nancy)** – Nancy W-F. away - no report
- **Spiritual Development (Cynthia)** -
  - Phipp Wheelock is newly identified music committee chair - he will be pulling together that dormant committee.
  - Cynthia checked in with committees about Refresh weekend.
  - Connected with Nancy Worthen (Conscious Grieving) to build connections.
  - Working with Neil regarding ideas for guest speaker for summer services or Sundays when Liz is away.
  - Building on people's interest regarding Providence Port issues -- opportunity to help support issue effecting neighborhood of color.
- **Stewardship (Tiffany)** –
  - Benevolent Society - met with Ralph Mero and Tony Allen. Working on planned giving - end of life. Suggestion - bring in financial planner to host information session.
  - Notebook for folks who have included church in their estate plans. We should come up with giving policy guidelines. Tiffany and Jay will draft language and bring to PruComm.
  - Proposing asking folks for planned gifts at Commitment drive
  - Glad that there will be a proposed budget for commitment drive.
  - Online Giving - (See Materials). Tiffany and Nancy F. explored options. Are recommending Vanco - Give plus. Hoping to use "Giving Tuesday" to advertise that there is a new online / mobile giving possibility. . \$10 per month fee (office expenses). No contract required. Can cancel at any time. **Jay moved that we move forward with engaging Vanco for online giving needs.** Caroline Seconded. Passed unanimously

#### DISCUSSION ITEMS

8:26 PM –

- **Athenaeum Use of Our Space (Nancy Forsstrom)** – Providence Athenaeum needs more space for their larger events. They would like to use our sanctuary. They focus on arts, culture, history, humanistic issues, etc. share our values. They want to be able to offer lectures to members and larger public. Lectures are free. They are willing to pay our current space fees (\$150 / hr) plus building manager. Would give priority to their and our members before opening up to public. First lecture that could be held at First

UU, Oscar Eustis, December 7, 5 - 7PM. **David moved that we partner with Providence Athenaeum. Jay seconded. Unanimously approved.**

**8:38 PM - Board Discussion Item:** An action filled week with Love Beyond Belief™ Activities are now over. What were your impressions? How did it affect you? What transformations / strategic plans do you see for First U in the weeks and months ahead?

Some reflections:

- Felt a bit risky and vulnerable - challenging regarding Sunday service improvement
- There was an investment from lay people toward raising level of worship service
- Encouraged by numbers of turnout / participation / dialog / open to change
- Concept of compassionate communication - "dual aspect monism"
- Rooting theology in personal experience
- A lot to process in a short amount of time
- Monday's lecture somewhat problematic for a few
- Methods were effective at getting to deep connection
- Chalice circles could be a way forward -- how to do better, implementation
- Remember children and youth
- Spiritual guidance for those who are searching - mystery, unifying force
- Feeling better at the end of service -- lifting up, joy, gratitude
- Next steps - Liz has list of people interested in chalice circles -- new framework, training for facilitators. Up our game regarding this effort -- soon.
- Plan share out next steps with congregation. Anonymous feedback opportunity for congregation.

#### **NEW BUSINESS**

**9:01 (No new business)**

#### **ACTION ITEMS REVIEW**

1. Security - Move forward once detailed Invoice is received
2. In preparation for new budget process, David will draft email to ministries chairs -- Caroline will edit (cc Tiffany and Cynthia R)

Ask committee chairs to answer the following:

What is the one thing that you would want to see to move the mission of the congregation.

What are the budgetary needs that would support that.

Timeline for getting back with this information.

Next meeting

- Date: November 14, 2018
- Time: 6:45 PM
- Opening Words - David

Tonight's Closing Words - Cheryl

#### **ADJOURNMENT -**

9:03 PM – Close

**SUBMITTED by CLERK**

Claire Rosenbaum