

## **Prudential Committee**

**December 13, 2023**

**6:30 – 8:45**

### **MINUTES**

#### **Attending:**

Hillary Salmons, President  
Karen Silva, President-Elect  
Joan Richards, Past President (absent)  
Kate Niles, Clerk  
John Dooley, Treasurer  
Chris Campanile, Deputy Treasurer  
Andy Wilby, Stewardship Liaison  
Alison Green, Spiritual Development Liaison  
Katy Killilea, Community Life Liaison (Zoom)  
Lisa Voutes, Social Justice Liaison (Zoom)  
Peter Laarman, Strategic Planning  
Dana Borreli-Murray, Personnel Liaison  
Ex-Officio - Liz Lerner-McClay, Senior Minister

#### **Guests:**

Ralph Mero, Observer  
Erica Baron, UUA Consultant (Zoom)  
Heidi Vazquez, DRE Search Committee Chair

#### **Staff:**

Mandy Neff, interim DRE (Zoom)  
Nancy Forsstrom, Director of Operations

**6:35 - Welcome – Chalice lighting and reading. Introductions.**

**November Minutes - Hillary.** Peter moves to “accept with rejoicing.” Karen seconds.  
Unanimously approved.

**DRE Posting – Review & Vote – Heidi Vasquez and Alison Green.** The Spiritual Pathways team has been working with the interim DRE regarding the permanent DRE position. The Team sent out a survey regarding what people would like to see and had 120 responses. (This is satisfyingly high.) The responses were then used to shape the DRE job description. The job

description in turn will be used to evaluate the hiree in the future. Information about the size of the congregation and other statistics is on the Candidate Webpage for interested candidates. The job will be posted on the UUA Website, the Lareda (sp?) website, and Indeed. The Candidate Webpage will be up in early January and interviews commence in early March. We have a budget to bring two top candidates for in-person interviews. It was suggested that a paragraph be added to the description encouraging women and BIPOC to apply even if they do not meet all qualifications. Motion was made to approve the job description and move forward with the search from Karen. Seconded from Alison. Unanimously approved.

**Erica – Staff & Pru Comm Roles** -- Erika focused on an overview of Governance and Ministry roles vis a vis Pru Comm (mission, **policies**) and Staff (ministry **procedures**). Overlap occurs with planning -- long term goals, annual goals, and prioritizing. All are rooted in the congregation and its wishes. The key part of this is where the final decision rests. Clarity on this sets boundaries and makes collaboration easier. The most important function of Pru Comm is often considered to be conveying to the congregation what the mission (in our case, Strategic Plan) is, and creating policy infrastructure to support it. Staff makes final decisions about scheduling and implementation of programs, especially around ministry.

**Strategic Planning Timeline – Next Steps - Peter** – Our church is actually doing the Strategic Plan! A handout listed highlights on our progress. 2024 could throw things in turmoil – existential threat to democracy, e.g. that we may need to adapt to. The plan to move forward on the Justice Aspiration piece of the Strategic Plan will involve Hillary, Peter, and Lisa. Kate McGovern and the Legislative Committee might provide a model for doing this in other areas beyond their committee, as they are working with other UUs in the state to change the structure of the state legislature. Pru Comm is getting ready to share the Strategic Plan progress with the congregation in January. Pru Comm members should provide feedback to Peter by Jan 1, 2024 regarding the Plan in preparation.

**Staff Reports – Liz** – Liz passed around pictures of our facility for the church retreat May 24-26, 2024 at Camp Aldergate. Other staff submitted reports.

**Nominations – Youth Rep Andrew Cappelli & Deacon Mike Dumond** -- Alison moves to approve Andrew as a non-voting youth representative. ; John seconded. All approved. Mike Dumond is a replacement as an interim deacon. Peter moves to approve Mike, Karen seconds. All approve.

**Financial Report - John Dooley** – we are on schedule with expenses and way ahead with money coming i

**Budget Recommendations for Commitment Drive John & Chris** – Hillary stated the budget meeting last night was a great meeting where every group checked in with the Strategic Plan.

People filled out the forms by and large. All in all a 26,280\$ increase in money has been asked for from groups for their goals and activities. The biggest budget concern regarding the building is a very large increase in insurance costs (from 13,000 to 24,000\$). A \$160,000 increase total is asked for across staff, building, and group program asks. Salaries are a significant piece of this both for current staff and potential new hires. With a 12% pledge increase as per the Commitment Drive target, we would still be \$100,000 short (we would need to ask for 31% increase this year to meet 160,000\$). Budget Committee recommendations are part of the Budget Estimates. Liz cautioned us not to use “dream budget” terminology and lean toward language reflecting real priorities. Discussion ensued about whether this was a good year to make a big ask given momentum around the Strategic Plan, perhaps 15%. Pastoral Care, Strategic Plan goals around antiracism and social justice, and staffing increases according to UUA guidelines are the three priorities. Hillary moved that the commitment drive ask for a 15% increase to support the three priorities. P seconded the motion ; all approved.

**Buildings & Grounds Update -- Nancy & Andy** – no update now. Electrical for AV is in now.

**Communications - Holiday Letter – President’s Invite to February 11<sup>th</sup> Strategic Plan Update**

**Other Business - Cookies to thank office volunteers from Pru Comm** -- Dana volunteered as she is self-described as “the Queen of Cookies.”

**MLK Breakfast** – we will have a table again for this.

**Executive Session - Update on Right Relations** - The Right Relations Policy was shared so we are educated if people ask about the Right Relations process. Liz and Hillary updated us on current cases.

**List of Attachments sent and filed with the Office and with Clerk’s Records:**

1. November Minutes
2. DRE Job Description
3. Strategic Plan Next Steps Time line
4. Staff Reports
5. Nominations background pieces
6. Finance Report & Budget Estimates
7. Draft Holiday Note from Presidents
8. Right Relations guidance

**Meeting adjourned 9:42.**