

CHANNING MEMORIAL CHURCH

Board Meeting Minutes

April 1, 2010

PRESENT: Russ Milham, Chris Yalanis, Sarah Mermin, Sally Hanchett, Chris Laudon, Coles Mallory, Robert Thorson, Jim Freess, David Pedrick and Susan VanDerhoof

GUEST: Bill Zelazny

STAFF: Rev. Amy Freedman,

OTHERS: Bill Peresta, Beth Milham, Nancy Peresta

BOARD MINUTES; March minutes were approved with minor corrections

PROCESS OBSERVER: Thor

MINISTERIAL TRANSITION: Bill Zelazny

Bill Zelazny from the UUA spoke to the Board regarding the process for acquiring an Interim Minister and subsequently a settled minister. Bill recommended a 2-year interim period for a congregation with a longer term minister because it gives us a little bit of breathing time.

1. There will be a transition interview with the Board and committee chairs and an exit interview with current minister. Takes about 2 hours. Same questions are asked of both.
2. Start interim search right away. At the end of April the interim ministers are told of openings and they select 3 congregations they want to go to. There are 4 types of Interim Ministers:
 - a. Credited interim minister – interim ministry is their ministry.
 - b. Accredited interim minister in training
 - c. Ministers in transition – just completed a settled ministry
 - d. New Graduates
3. Then the process moves very quickly. Search committee needs to be up and running by April 25th. Make an initial phone call followed by interviews.
4. The board hires the interim minister it is not a congregational call. If we don't like any of those interviewed we can contact the office for other names.
5. Interim minister starts sometime in August. You engage for one year you can ask if they are interested in staying on for a second year.

FIVE INTERIM MINISTRY TASKS

1. Help a congregation say good bye and let go
2. Look at its history and where it wants to go

3. Look at incoming new leadership
4. Prepare plans for the congregation in the next 5 years
5. Say good-bye.

Interim ministry compensation is the same as the settled minister.

INTERIM SEARCH COMMITTEE: IMSC should not have anything to do with the interim search committee. ISC – puts together a packet, does phone interviews, make recommendation to the Board. They also serve as a liaison to new minister. Names were suggested.

PROCESS FOR GETTING A SETTLED MINISTER

Judy Campbell is the settlement rep. and will be helping us with the process. Judith Downing is the Transitions Consultant

First the board appoints the search committee and chooses those members, selecting persons who are involved generally in the church. We should start that process in the fall. Bill is available for an interim ministry start-up. The IM is not here to fix the church.

FEBRUARY 2011 – Make decision whether we will be keeping the interim minister or whether we will be looking for another one. March 2011 select search committee for a settled minister. The committee will have a retreat for a weekend. In April – May 2011 we will be getting an idea from the congregation of what they want. Have to file application for a settled minister. Ten years of info is submitted. The minister record is also on file. We should easily get 10 or 15 names to consider. Jan. & Feb. 2012 pre-candidating in a neutral pulpit. March 15th the phone starts ringing you make the offer. In April you have them come in for candidating week. New minister will arrive in July.

PRE-CANDIDATION – Bringing 3 or 4 ministers face-to-face and spend the weekend with them. Bringing in more than 4 will tax time, stamina and budget. Confidentiality kicks in.

CANDIDATING WEEK – Minister and the family comes to visit. Home hospitality not recommended. Come in on Friday for dinner. Meet committees. Preach on Sunday (2 Sundays) then call a congregational meeting. The congregation only gets to see one person.

PACKET – Includes history of church, financial information, membership, youth program, RE program, bios of staff. For the permanent packet the congregation can look it over.

Sarah – asked for clarification of 1 year over 2 year search. It really gives us the breathing time. Otherwise we would have to start the process right away for a settled minister. Bill suggested a 2-year ministry and so did the UUA in their discussion with Chris Y. David asked opinion about have 2 different Interims. Bill Peresta said previously we had 2 and learned from both. General feeling is that 2 year would be the best. Russ made a motion to go with a 2 year it was seconded by Sally. The motion passed.

Bill recommended a couple of books – *The Temporary Shepherd* and *So You Are On the Search Committee*. . Info is also available on UUA site about interim ministry.

Bill said in following the guidelines and timeline will avoid a “Kerfluffle”!

SPOAM – Chris Y.

Chris said the SPOAM document should be on the Warrant for the Annual Meeting asking the congregation to agree with the guidelines that are laid out. There was discussion that this would be somewhat confusing for the general congregation to make an informed vote on and perhaps it would be best to simply bring it into the consciousness of the congregation. Coles questioned what the Committee on Ministry’s role in this. Amy asked them to update it. Is it a tool or an evaluation? It was agreed that it was a tool, not an evaluation. Sarah said that it raised more global issues. How does the document get changed and how and where are decisions made. It was suggested that it would be something the program council would deal with. Thank you to the Committee on Ministry. Chris asked people to please use a guideline when writing your annual report.

MINISTER’S REPORT – Rev. Amy Freedman

Please see complete report at end of minutes

CANVASS UPDATE – Jim

In last 5 days of canvass. We are really behind. \$107,000 our goal is \$190,000. Last year we took in \$160,000. Our best estimate is that we will make \$150,000. A dozen no pledges due to financial reasons as well as being upset that Amy is leaving, there have been reductions in pledges due to retirements, people leaving the area and other reasons. Coles recommends having a special board meeting before May.

SPECIAL MEETING: Tuesday, April 6th from 7:00 to 9:00 p.m. Channing House.

OTHER BUSINESS

Russ asked Chris to request the Nominating Committee to come up with a Program Chair. Also, Jim asked the Board to support is attendance at the General Assembly. If the Board supports it, he can apply for a grant to attend. Motion: Thor

moved to support Jim's attendance to GA, up to \$250. Seconded by Russ. The Motion passed.

Process Observer: Good meeting, considerate and polite. Went too long.

Minister's Report

Rev. Amy B. Freedman
Channing Memorial Church

This report covers the period of March 4-April 1, 2010

Bed and Breakfast Weekend

May 21-23, 2010

ACTION ITEM: Bill Hawkins needs help coordinating the B&B fundraiser. He needs help with a mailing or email to congregations in our region, ideas for events that weekend, and matching guests with hosts. This fundraiser has real potential. We have spent \$300 for publicity in the Winter and Spring editions of the UU World magazine.

Caregiving

Nickie and George Kates offered a Caregiving Appreciation Lunch in their home following the service on March 28th. They offered a delicious spread of food and a wonderful opportunity for people to enjoy each other's company.

Greenfield Group

I will be attending my Ministerial Study Group in Greenfield, NH, April 26-28. The subject of our Spring Convocation is "Eros and Spirituality".

Passover Seder

On Tuesday, March 30, a Passover Seder was held in the Parish Hall. Over forty people attended including many families with children. Special thanks to Sally Hanchett for organizing it with me. There is a folder of Passover resources in the church office for future planning.

Religious Education

Halcyon and I have been collaborating on several services including Easter and Beltane. I will be making masks with the kids in preparation for the Beltane service on Sunday, April 18th. In order to change the Bell Celebration time to 2pm, Halcyon and I will offer the morning service for all ages with alternative music. Janet and the Choir are not available for both services.

Worship

Sunday, March 7, *Celebrating Community*, Lay Leader: Jim Freess

Sunday, March 28, *Cave of Reconciliation* (Story of Abraham/ Ibrahim), Lay Leader: Maryellen Doherty