

**MINUTES OF THE PARISH COMMITTEE MEETING (in person)**  
**August 21, 2024**

**Present:** Jeff Giddings, Vi Fairweather, Stephen Larrett, Rev. Beau Rivers, Jim Bonnar, Diane Reed, Nancy Backus, Lois Aldrich

**Guest:** Susan Hotchkiss

Meeting called to order by Jeff Giddings at 6:40 p.m.

Welcome extended to FUUSM's new minister - Rev. Beau Rivers!

Check-In                    Topic: What are you looking forward to in tonight's meeting?

Opening Words:        Reading provided by Rev. Beau Rivers.

Meeting Minutes:    Motion to accept minutes from July 17 PC meeting made and approved.

Updates:

In an effort to save time at our meeting, Jeff Giddings distributed a list of updates prior to the meeting that require little, if any, discussion (see attached).

The following items required further discussion:

- Treasurer's Report: Stephen Larrett asked if the PC had any comment on the Treasurer's Report for July, 2024 which consists of a report on checkbook activity, including the Minister's Discretionary Fund. The PC expressed satisfaction with the report.
- Peace Pole installation ceremony (see SJT report). Lois Aldrich informed the PC that she is waiting to hear from the Rotary on confirmation of the September 15 date for the Dedication. Social Justice Team will be providing refreshments.

Decisions Needed:

- Covid Policy - Jeff informed the PC that Dan Hotchkiss had asked that we review the COVID statement on the front page of the church's website to see if an update is warranted. Dan also suggested that the "box" that contains the statement was no longer needed and could be moved to a different location on the website. The PC agreed to retain the statement box for now but Dan, as webmaster, has the authority to move the statement to the location he deems most appropriate.

Jeff noted that the statement box also includes a link to our COVID policy, which needs to be reviewed and updated. Jim Bonnar reported that the CDC is no longer identifying risk levels by color. Jim suggests that the reference to color level be removed from the statement and that the statement be modified to state, "If you are sick, please stay home. If you have had COVID but no longer have symptoms, please wear a mask for the first five days that you are out in public." The PC agreed with this modification. Jeff Giddings will speak to Dan about adding this language to the website.

- Memorial Garden Policy - Susan Hotchkiss provided the PC with copies of a revised Memorial Garden Policy as well as a planning document. The PC reviewed the policy. Motion was made to approve the policy as written and accepted. All agreed that the Memorial Garden Committee will be responsible for administering the policy.
- Newsletter - At prior PC meetings, the PC had discussed whether or not there is a need to continue to produce a monthly newsletter. Val Ortelt has largely been responsible for creating the newsletter, based on information she receives from the minister and various Committee members. This question arose because Val's duties as Office Administrator have significantly increased over time, and there is a need to streamline her workload. Plans are currently in place to produce a newsletter for the month of September.

The PC discussed how to proceed going forward and what options there could be to discontinue the newsletter and still ensure that the congregation receives needed information. Much of the information in the newsletter is available in other places, such as the church's website and the UU Updates. Some information, such as the minister's monthly service schedule, is not. Rev. Beau Rivers mentioned that she knows of other UU congregations who use software called *Breeze Church Software* to produce a newsletter and perform other administrative tasks. The link to *Breeze* can be found at <https://www.breezechms.com/>. Stephen will research further.

Suggestion was made for a task force to be coordinated to further look into whether or not to continue the newsletter and what options may be available. All agreed that this matter be fully processed with the congregation, as the newsletter has been a staple for this church for a very long time. Jeff agreed to contact people who may be interested in participating in the task force.

- UUA Retirement Plan -- UUs are being asked by the UUA to update retirement plans per new UUA rules and pass a resolution adopting a new plan. Jeff will review this new information with Rev. Beau.

Retreat: Reminder that the Parish Committee Retreat is scheduled for this Sunday, 10:00 a.m. to 5:00 p.m. in the Parish Hall. Lunch will be provided. Jeff will forward a revised draft agenda to the PC prior to the meeting. One of the priorities to discuss is funding options for the \$50,000 that is needed for building repairs. Jeff will include a list of funding options with the retreat agenda.

Meeting adjourned at 8:05 p.m.