

**Universalist Church of Nashua, NH (UUCN)
Meeting of the Board of Trustees**

January 13, 2022

Meeting held virtually due to COVID-19

Final Minutes by Jodie K. Holway, Clerk of the Board of Trustees

Approved by: full board, when we all reproduced the below summary together during the February meeting, because the Clerk lost the original notes of the January proceedings.

Meeting Attendees: Victoria Agnew, Caro Barschow, Cecile Bonvouloir, Andy Capen, Burns Fisher, Roy Goodman, Lindsey Hedrick (Vice President), Jodie K. Holway (Clerk), Lindsey Sylvester (Treasurer), Brenna Woods (President), and Rev. Allison Palm

Agenda: see Appendix A

1. **Chalice Lighting and Storytelling** about the Congregation by Lindsey Sylvester
 - a. Her first visit to UU Nashua - I was having an off day, but the people who greeted me and sat near me in the pews were so nice and friendly. I felt that I was probably not my best self, but I was still welcomed very warmly. <3
2. **Consent Agenda** to approve December's minutes as amended
 - a. Re-executed the approval motion during February's meeting, to make it official
 - b. **MOTION** by Victoria Agnew, **SECOND** by Roy Goodman, **PASSES**
3. **Minister's Report**, Rev. Allison (see Appendix B)
 - a. Discussion of COVID practices, responding to Omicron
 - b. Good news, Building our Vision team has chosen and hired an architect
 - c. General Assembly is coming up, people should go!
4. **Finalize Ministerial Evaluation form**
 - a. Discussion of wordsmithing per question and its final online format
 - b. Will send it out very soon
 - c. Invite participation from the usual groups: Worship Associates, Pastoral Care, this Board of Trustees
5. **Sabbatical updates**
 - a. Caro Barschow accepted the new role during Rev. Allison's sabbatical
 - i. Clarify the agreement for this job: yes their benefits do continue during the sabbatical
 - ii. Board expressed happiness to hear that they accepted!
 - b. Each staff member who is usually supervised by Rev. Allison now has a Board point-person for the duration of sabbatical
6. **Endowment Committee update**
 - a. Presented their thinking up to this point, not seeking feedback yet

7. Monitoring Committee update

- a. Presented the review of policies A through B
- b. For policies A and B the Board agreed with the revisions
- c. Policy C the committee will do more work before agreement
 - i. This covers treatment of church staff and volunteers
 - ii. Committee must go back to the changes we made last year, the finalized/corrected version, then confirm that this document's language matches the personnel manual, then make sure personnel manual language matches this revised Policy C.
- d. Policy D the committee also has a bit more work before acceptance
 - i. Covers the compensation and benefits of church staff

Appendix A: Agenda

Appendix B: Minister's Report

Agenda

Board of Trustees, Unitarian-Universalist Church of Nashua

January 13, 2022 6:30 pm

- 6:30 (10) Check in**
- 6:40 (5) Chalice Lighting: Lindsey S's Story**
- 6:45 (10) Follow Up Story Telling (Everyone)**
- 6:55 (5) Consent Agenda**
 - Affirm minutes of December meeting
- 7:00 (25) Allison's Board Report (Allison)**
- 7:25 (20) Evaluation – Final Edit (Brenna and Lindsey H.)**
- 7:45 (10) Sabbatical Updates (Allison)**
- 7:55 (5) Break**
- 8:00 (20) Endowment Committee Update (Lindsey S.)**
- 8:20 (20) Monitoring Committee Update (Lindsey H.)**
- 8:40 (5) IFC Update (Brenna)**
- 8:45 (5) Check Out and Closing Words (Brenna & Allison)**
- 8:50 Adjourn**

Minister's Report to the Board of Trustees
Rev. Allison Palm
UU Church of Nashua, NH
January 12, 2022
Covering December 8, 2021 – January 12, 2022

The two big focuses of the last month have been our holiday services and getting ready for Sadie's sabbatical. We had two Solstice services and 4 Christmas Eve services. Sadie and the faith formation families did a fabulous job on our Sunday morning Solstice service with lots of creativity from everyone involved. It has been great to be able to include more kids by recording parts of the service. Two of our Worship Associates also led an evening Solstice service. It was intended to be outside but freezing rain that day turned it into a Zoom service. We held four Christmas Eve services, with indoor, outdoor and online options. I would estimate that we had about 200 people attend in various ways. I know folks really appreciated the variety of options and especially having the option to be in the sanctuary.

We did begin allowing small number back into the sanctuary on Sunday mornings in mid December. We only had about 2 weeks of this before the Omicron variant started to make things feel riskier. We have not changed out policy, but have made some changes to our practices in the last few weeks because of Omicron. In compliance with the Nashua Mask Mandate, we lowered our mask age to anyone over 2 and our worship leaders are no longer removing masks to speak in the sanctuary. We had hoped to start some in person faith formation programming this month, but are pushing that back to early February. We will re-asses at that point. We are still allowing small numbers in the sanctuary, but are not encouraging folks to attend in person. The vast majority are choosing to join in from home, which is great. We have not had more than 15 people total in the sanctuary since Christmas Eve.

After last month's conversation about the organ repair, Jed decided that the first step was to disassemble the blower again to bring it up to the shop that repaired it last time for an assessment. He has gotten the blower about 50% disassembled so that is in process.

Sadie is heading off on sabbatical starting January 17. She has set up a great plan for coverage, which you can find all the details of [here](#). We had hoped to hire a Faith Formation Assistant prior to Sadie going on sabbatical, but were unable to find someone who met our qualifications. Though this is disappointing, between volunteers and staff, I don't think we will have an issue filling in the gaps left by the absence of that role. We also have a good sketch of the coverage plan for my sabbatical, which won't happen until July. We will be sending Sadie off the Sunday with our blessings, and look forward to welcoming her back in May, refreshed and renewed!

The Racial Justice Working Group had their quarterly meeting this past week and has some good plans for the upcoming months, including continuing the Land Acknowledgement process. That smaller group has some hope of having something for the congregation to vote on at Annual Meeting this year and may be in touch with the Board in upcoming months about that. I am continuing to work with GSOP on launching a Clergy Caucus. We are gearing up for our big public launch next Tuesday, January 18 outside the State House.

Our Stewardship Campaign will begin on Feb. 13, so the Stewardship Team is busy preparing for that. We are continuing the “Fueling our Flame” theme for a third year, and are excited about once again using the lovely wooden chalice art with tea lights to track pledges that come in.

The Building Our Vision Team has chosen an architect to work with - Dennis Mires, whose firm is [The Architects](#). He has worked on many churches in the past and comes highly recommended by the Hollis Congregational Church. We have a kick off meeting with him scheduled for the end of the month, and will officially sign a contract after that.

Professional Development/Collegial Connection

- Weekly support and collaboration calls with Nashua area clergy
- UUMA New Hampshire Cluster Meeting
- Attended portions of the UUA conference on theology and interdependence

Community/Social Justice Activities

- 2 New Hampshire Council of Churches meetings
- 1 Nashua Area Interfaith Council Meetings
- 2 Nashua Interfaith Housing Justice meetings
- Spoke at a press conference about the Child Tax Credit
- 3 planning calls for GSOP clergy caucus

Children’s Winter Garden with White Wing School

- Like many schools, CWG-WWS has had a rocky start to the year. Two teachers tested positive by the second day back from winter break and one of them exposed the rest of the teachers. As has been their protocol, the school closed for 10 days to make sure that the exposed staff would not spread anything to students.
- During the closure, the teachers have been working hard sending out videos and materials for kids to engage with.
- The school board did not meet in December (it is typically a light month for them so they often take it off)
- Registration for next year has now opened up to the general public.
- I’ve been in communication with Tiffany Holmes about the planned meeting between BoT members and the preschool teachers. We did not feel any urgency about trying to get that meeting in before the holidays so were waiting for the new year to try to schedule anything.

Minister’s Schedule

- Sundays off: Feb. 6
- I will likely take study leave Jan. 30-Feb. 6