

Board of Trustees, Unitarian Universalist Church of Nashua

Date of Meeting: January 9th, 2025

Attendance:

Present: Rev. Allison Palm, Erin Scott (Ministerial Intern), Lindsey Hedrick (President), Burns Fisher (Vice President), Karen Murray (Clerk), Emma Rearick (Treasurer), Victoria Agnew (Member at Large), Paul Cardone (Member at Large), Robin Trudel (Member at Large), Amanda Banner (Member at Large)

Absent: Cecile Bonvouloir (Member at Large)

Board Minutes Review Log: *Five Board Member reviewers are needed to approve as a consent agenda at the next available meeting. This is just a spot for recording these reviews and are not intended as the overall approval.*

Agenda & MinutesContinue to next pages for minutes.

FYI Template wording for motions:

- Making a motion: "I move that we adjourn the meeting."
- Seconding a motion: "I second the motion."
- Approving a motion: "The motion is adopted" or "The motion carries."

Agenda

6:30 (20) **Check In**

6:50 (5) **Chalice Lighting:** Story Telling (Seeking - Karen)

6:55 (5) **Follow Up Story Telling** (Open)

7:00 (5) **Consent agenda** (Lindsey)

- **Robin** moved to approve the minutes.
- **Burns** seconded a motion and the motion passes with a vote 7-0-0

7:05 (30) **Minister's Report** (Rev Allison)

Highlights: Erika's parental leave is upcoming, so she and Rev. Allison are currently planning for her leave. One plan option discussed is to hire someone about 8 hours a week for office coverage. Pay range would be \$20-\$25 per hour. The cost would come from sabbatical money, and money that was originally for the Sunday sexton which is not needed because we are not currently in our facility. It is normally our policy to not hire members of the church, however it will be okay on this temporary basis.

Payroll correction update (discussed last month): Our bookkeeper Laurie and Rev. Allison worked on the error in regards to the Intern Erin's pay and in the end there will be \$300 in Erin's pay that will remain with her.

Building Our Vision Updated (BOV): Building construction is going well. The large tree in the front of the church is down and there is now the opportunity to take some of the wood for various uses.

Stewardship preview: Stewardship begins February 2nd. Rev. Allison shared an early draft of the brochure for the campaign. This year's focus would be on money that would support our programs. The team overall felt good about the progress of the document and the associated planning. In addition to programs, we also know there are other things that increase each year so there is a focus on staff salary increase, insurance and site utilities. Rev. Allison will bring that feedback back to the team.

7:35 (15) **Allison's Trip Abroad** (Rev Allison, Lindsey)

Rev. Allison will be pulpit swapping with another Minister in England. We discussed how to count the time since she won't be working full weeks. She will be using her time in different ways. She will be considering much of the time as her study leave. It was discussed that for her flight that it would be a case for the use of the Professional expenses.

One concern while she is away is pastoral care. During her time abroad, if there will be a need for pastoral care there could be a Pastoral Care associate on duty that could assess the situation and if needed contact Rev. Allison. Rev. Allison will also discuss with Rev. Kate if she is willing to do the same.

We talked also about how to welcome Rev. Kate Dean, and Rev. Allison will let us know more specifics as we get closer to the time of her arrival.

Star Island - Rev. Allison and another colleague will be leading a session on ritual while at Star Island this summer.

7:50 (5) **BREAK**

7:55 (10) **Minister Review Form Sub-Committee - what's next?**

Now that the three members that were working on this sub-committee task are finished we discussed and decided that we could support the bylaws and later analysis of the data collected for Rev. Allison's review survey.

8:05 (5) **Cemetery Liaison / Nominating Committee Liaison Check ins**

Victoria will attend the next Cemetery meeting in one week.

8:10 (5) **Bylaws Subcommittee**

Bylaw documents still in review.

8:15 (5) **Finance Subcommittee Check in**

Finance subcommittee on track, will meet next week.

8:20 (15) **Deschamps Fund Restricted Endowment** (Rev Allison)

Rev. Allison was doing research into this restricted fund. In research a few supporting pieces of information were uncovered. Burns reached out to Bob Sampson, a long time member, who

shared that his recollection was that it was for funding visits to members in mental health facilities. Rev. Allison went into the vault in the basement (see Addendum 2 for photos taken of the records, not necessarily in chronological order, just for reference), where she found one record that shows \$1000 that was donated by the wife of Deschamps. In the annual meeting in 1984/85 the minutes say there were actually two funds being created around the same time: the Deschamps fund, which was designated for “emotionally disturbed children” and the Margolin Fund, which was designated for the program at the NH Hospital.

Over the years, the purpose of those two funds somehow got mixed up, and we have been operating under the assumption that the Deschamps Fund was for the NH Hospital program for many years now. The value as of today is over \$9000. In the minutes from 1984 it is unclear if the money was restricted by the donor or designated by the Minister to these purposes. There was a different fund (Steven’s fund) that was not given in restriction however the Executive Board did end up putting that restriction on it.

There was agreement that the money should be used as close as intended as possible. A few ideas came up in discussion including one proposal to give to a prison ministry organization such as Women’s re-entry initiative, Oh So Beautiful, Concord prison. That proposal was shared with the Invested Funds Committee and they gave feedback in favor that it is a good idea. Given the lack of clarity about the original restriction, and the confusion of the two funds, the Board decided that the best option would be to split the funds between the Oh So Beautiful Re-entry program (which offers mental health support), and a children’s organization for kids that face emotional trauma. Lindsey agreed to do some research into the latter organization and bring back ideas for the next meeting.

8:35 (40) Leading Sunday Service, Feb 9 (The Board)

Planning for the Board leading the Sunday service:

Opening words & Chalice Lighting: **Victoria**

Wonderbox: Board volunteer and/or let Sadie know what we’re doing so she can connect it.

Final Hymn: Page 128 in the Singing the Living Tradition book

Benediction: 108

Going Deeper: See below

Ends statements - Break up and put something in the middle. Each person will finish their draft and send/enter by **February 5th**. Edit right into the order of service document.

 2025.02.09 OOS

On Sunday the 9th: Arrive at 8:45am

Content - We create brave space for all ages where we: [Two mins per item]

- Framing [Lindsey]

Each person will read the end, and then add a few personal notes regarding these.

- (Burns) Know our authentic Unitarian Universalist faith identity, teach it to our children, share it with others, and live it in the world.
- (Robin) Develop meaningful spiritual practices that connect us to wonder.
- (Cecile) Ask for and receive care, support, and connection in times of struggle, joy, and transition.
- (Amanda) Grow leaders who serve the needs of our congregation and our community with faith, resilience, and courage.
- (Paul) Steward our congregational community with our time, talent, and money.
- (Karen) Participate actively in our larger Unitarian Universalist community.
- (Emma & Lindsey) Understand systems of oppression and privilege and work to dismantle them within ourselves, our congregation, our community, and the larger world.
- (Emma & Lindsey) Work in deep partnership to advance justice and heal our community and our world.

Closing words - Allison will draft a statement for use at the end where each person will say a line of it.

Benediction words:

February Theme: Responsibility

In Unitarian Universalism, we thrive off a sense of responsibility, knowing that there are always more ways for us to learn and grow as individuals, knowing that we are the ones who get to shape our congregation, knowing that we are the ones who have the power to change our world for the better. But at times it can feel like too much, like we have the weight of the whole world on our shoulders. There is always more work to be done - within ourselves, in our homes, in our communities, and in our world. Responsibility is a

gift because it means you have the power to change things, but responsibility can also be a burden, especially when it feels like you are the only one doing your part of the group project. How can we hold it all without letting it overwhelm us? How can we accept our responsibility without guilt or shame? In the end, living responsibly is not just about trying harder and harder. It is about sorting out what you can and cannot control, figuring out your part in the group project of our world, and living into that to the best of your ability. Responsibility is not something we do alone. It is something we have to do together - we take turns, we take care of each other, and we do not let the fact that we cannot do everything get in the way of doing what we can.

9:15 (5) **Check Out** (Lindsey)

- How did we do this evening?
- Did everyone feel heard?
- Are there any concerns or compliments you want to give to the group?

9:20 **Closing Words** (Rev Allison)

Addendum 1: Minister's Report

Minister's Report to the Board of Trustees
Rev. Allison Palm
UU Church of Nashua, NH
January 6, 2025
Covering December 9, 2024 – January 6, 2025

Worship Highlights from this month:

- This is the month we do three extra services so there has been a lot of worship!
- Erin led an evening Solstice service with 25-30 people in attendance
- Sadie worked so hard with our children and youth to lead a wonderful morning Solstice story service on Dec. 22. People loved it and it was fun to hear how proud the kids were of their roles.
- We had 2 Christmas Eve services at Alpine Grove. The space worked well and the services went pretty smoothly. Our attendance was a little lower than usual – probably about 200ish people across the two services.

Faith Formation highlights:

- Solstice service was focus for last month.
- 9 of our youth attended an interfaith service project at the LDS church in December
- This week was a New Year's Children's Chapel with workshops starting back up next week.
- I am starting a Biblical Literacy class on Tuesday. 20 people are signed up.
- Covenant Groups are going strong with people continuing to join throughout this year.

Other highlights:

- We had our Carol Sing on December 14, with about 35 people in attendance.
- I held a Holiday Caring Circle on Dec. 17, which 6 people attended.

January will be a busy Social Justice month with all three of our working groups holding meetings in the first two weeks, the start up of the legislative session in Concord, and MLK programs. I am also still working on getting a 1-1 Training scheduled for our Social Justice Team.

Our Stewardship Team is hard at work getting ready for our upcoming Stewardship Campaign, which kicks off on Feb. 2. The theme will once again be "Lead With Love," but this year with a focus on our programs and ministries. The Campaign will run through March 2.

I am starting to think about preparing for Ericka's parental leave, which will likely be April-June. My hope is to be able to hire someone for 8-10 hours a week to cover some pieces of her job, and to cover the rest with staff and volunteers. The cost for this would be \$2500-3000. We have \$946 in the Sabbatical Fund that will be able to cover some of this. I am hoping we can cover the rest with the Sunday Sexton funds, which is role we budgeted for but did not actually hire this year.

We are still working through the payroll correction I talked about last month. We needed to wait to file for the taxes until after the end of the calendar year.

Construction updates:

- Trees came down on Dec. 26th and 27th. Unfortunately one of the segments of the oak tree that we had hoped to use had staining from metal, and so all the wood was rejected by the mill. Thankfully, Rick Spitz and his son have taken on cutting down the two other usable pieces. We are working on getting rid of the one un-usable piece.
- The new boilers for the Parish House are in place and ready to go. We just need Liberty Utilities to get back to us about getting gas to them so they can get turned on. There is some dispute about where the meter needs to be. They would like it to be in front of the building. Our preference is the back.
- There has also been a lot of sitework happening to get ready for foundations for the two additions.
- I have not gotten any updates on big picture timeline.

Professional Development/Collegial Connection

- Attended weekly meetings with Nashua clergy
- Led Pastoral Innovation Network of New England (PINNE) coaching call from my cohort group

Community/Social Justice Activities

- Attended 1 Nashua Housing Justice meeting
- Led the NAIC Exec meeting for December
- Attended GSOP Nashua Chapter Meeting

Children's Winter Garden with White Wing School

- Registration is fully open for next year. As expected, classes are filling quickly, with just a couple classes that still have openings for next year.
- Holiday Sing-a-longs happened in classrooms this year, which worked quite well. (Though folks will be glad to have the Sanctuary available next year!)
- We are actively looking for a couple more church members to serve on the Board. Jay, Allyson, Ian and I would be happy to hear your ideas!

Minister's Schedule

- My January Sunday off will be Jan. 19. Erin will lead the service.

Addendum 2: Photos of minutes from the 1984-1985 records supplied by Rev. Allison

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White Wing: No report. Lucie Whitty reported that this division requests that a liaison be appointed from the new Executive Committee who is willing to attend the meetings.

Investment Review Committee: No report.

Transition Committee: Lucie Whitty reported that this committee had met with Sally to work out the details of her job description. The committee will meet on the third Tuesday of each month. Sally will work 40 hours a week, with Friday and Saturday off and every sixth weekend off. The committee will work out with her the specifics of our particular church's requirements.

Old Business: The schedule for the evening of October 24th is: 6:00 p.m. sherry hour; 6:30 dinner; 8:00 Annual Meeting.

The State Hospital visiting program having ceased, Karen moved, Lucie Whitty seconding, that the Margolin Fund be administered by the Social Involvement Committee for the benefit of the mentally ill in Nashua. Approved.

Karen reported a request by the Public Relations Division for an additional \$750.00 to be added to their figure in the Proposed Budget for 1985-86.

Building Request: Community Hospice of Greater Nashua requests the use of the Youth Room on January 13, 1986 at 7:00 p.m. Luci Pillsbury moved, Karen seconding, that we approve the request, waiving the usual fee. Approved.

The November meeting of the Executive Committee will take place on the 12th at 7:00 p.m.

The meeting was adjourned at 10:00 p.m.

Respectfully submitted,
Jane Spaloss, Clerk

their time and talents and leadership to such services. Our Social Involvement Committee was our first step in this direction. It now gives \$1,000.00 each year to such services in which members of our church are giving volunteer leadership. The Margolin Fund, established by Phil and Nancy Margolin, is an endowed fund of \$1,000.00 the income being used for our program at the N.H. Hospital, and always to be used for some mental health cause. Our newly established Deschamps Fund, given by Dolores Deschamps, is a \$1,000.00 fund, the income from which is to be used for emotionally disturbed children. Our Student Aid Fund grows steadily, and now provides \$1,500.00 a year in loans to students from our church in post secondary education. We started this fund with \$10,000.00 and it is now approaching a total worth of \$20,000.00. We also have the Blodgett Fund, an endowed fund with about \$4,000.00, the income of which is used to help serve people in need, either directly or through service programs. This fund is used at the discretion of the minister, but often with the advice of the Executive Committee or Social Involvement

division detailing the history of our relationship with the UJSC and outlining the information we would like to have.

Scholarship Committee: The new members of this Committee are Sue Deschene, Holly Hornor, and Gary Walker.

Personnel Committee: This Committee is to meet on January 18th to decide on a recommendation on the sexton's job.

Investment Review Committee: No report.

New Business: Don reported the receipt of a letter from the city zoning board about a hearing relating to a fast food establishment allegedly going in across the street from the church. No action was taken.

Don reported that the Barbershoppers had requested the use of the upstairs hall in the Parish House on January 28th and March 3rd. John moved, Karen seconding that this request be approved, the charge to be the usual \$25.00 per day. Approved.

Don also reported the receipt of a bequest of \$1,000.00 in Nashua Corporation stock.

At the next meeting we will approve the actions taken at this meeting, as we were absent a quorum.

The meeting adjourned at 9:00 p.m.

The next meeting will take place on Tuesday, February 14th at 7:30 p.m.

Respectfully submitted,

Jane Spaloss, Clerk

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- 1) \$150.00 to The Citizens of Hudson Against Drug Abuse
- 2) \$250.00 to the Nashua Adult Day Care Program
- 3) \$300.00 to Big Brother/Big Sister Organization
- 4) \$300.00 to Community Hospice of Greater Nashua, Inc.

John moved, Karen seconding, that we approve the grants. Approved.

New Business: Don reported, in regard to the bequest of \$1,000.00 of Nashua Corporation stock, that the income generated will be given to the Social Involvement Committee to be used to benefit emotionally disturbed children. Wayne will be responsible for deciding if and when to sell the stock in order to create the \$1,000.00 fund.

There were two requests for the use of church buildings. One was from Tibbie Field for an awards party for the American Cancer Society on Saturday, May 19th, which was approved. The second was a request for the rental of the sanctuary for a wedding of people unaffiliated with our church, which was denied.

The next meeting will take place on Tuesday, March 13th at 7:30 p.m. Please call the church office or Lucie Whitty if you are unable to attend the meeting.

Respectfully submitted,

Jane Spaloss, Clerk