

ANNUAL MEETING PROGRAM JUNE 13, 2021
First Parish Brewster Unitarian Universalist Society

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AGENDA FOR ANNUAL MEETING

I. Welcome and meeting logistics	Rev Jessica Clay
II. Call to order	Susan Smith, President
III. Establishment of a quorum	Carol Yerby, Clerk
IV. Introduction of Moderator	Susan Smith, President
V. Approval of minutes from last year's annual meeting	Charlie Sumner, Moderator
VI. President's Report	Susan Smith, President
VII. Approval to adopt the 8th Principle	Charlie Sumner, Moderator
VIII. Approval of Congregational Covenant	Charlie Sumner, Moderator
IX. Endowment Board Report	Howard Hayes, Chair
X. Treasurer's Report	Diane Pansire, Treasurer
XI. Approval of 2021-2022 Proposed Budget	Charlie Sumner, Moderator
XII. Leadership Development Committee Report	Judy Harrison, Chair
XIII. Election of Officers for the Board of Trustees, Endowment Board, Leadership Development Committee and Children and Youth Ministries Committee members	Charlie Sumner, Moderator
XIV. Approval of UUA General Assembly Delegates	Charlie Sumner, Moderator
XV. Special Acknowledgement of FPBUU Members	Susan Smith, President
XVI. Welcome to Board President	Jim Hild, Past President
XVII. New Business	Susan Smith, President
XVIII. Adjournment	Susan Smith, President

PROPOSED MOTIONS

#1 Approve the minutes from last year's Annual Meeting

#2 Motion to Adopt the 8th Principle

I move that the proposed 8th Principle, as stated in the 2021 Annual Meeting program and approved by the Board of Trustees be adopted.

The 8th Principle of Unitarian Universalism

"We, the member congregations of the Unitarian Universalist Association, covenant to affirm and promote: journeying toward spiritual wholeness by working to build a diverse multicultural Beloved Community by our actions that accountably dismantle racism and other oppressions in ourselves and our institutions."

#3 Motion to Adopt the Congregational Covenant

I move that the proposed Congregational Covenant by the Board of Trustees for First Parish Brewster for the fiscal year beginning July 1, 2021 and ending June 30, 2022, as stated in the 2021 Annual Meeting program be adopted, with the right reserved to the Board of Trustees to make changes to such Covenant in response to First Parish Brewster members' suggestions at the end of the fiscal year.

FPBUU Congregational Covenant

1. We respect the wisdom of all, in a friendly and loving manner. Everyone deserves to be heard, including our children and youth.
2. We approach one another as spiritual partners. Before speaking, we take a breath and think: Is it true? Is it kind? Will it help? We speak directly and openly with empathy, compassion, and kindness. We use "I" statements and respect healthy boundaries.
3. We act in good faith according to our UU values. We listen carefully to the decisions made by leadership and expect our leaders to honor the voices of those who disagree. When needed, we follow processes of reconciliation and resolution through Right Relations.
4. We embrace questions and engage directly, listening deeply. When conflict appears, we see it as an opportunity for change and growth. Understanding our differences, we allow for missteps, and welcome feedback. We seek the goal of reconciliation, encouraging peer and social support when needed.
5. We aspire to be our best selves. Whenever we need to, we have the capacity to gently remind and call each other back into covenant, into the widening circle of our loving community.

#4 Motion to Approve Budget for FY21-22

I move that the budget proposed by the Board of Trustees for First Parish Brewster for the fiscal year beginning July 1, 2021 and ending June 30, 2022, as stated in the warrant, be adopted, with the right reserved to the Board of Trustees to make changes to such budget in response to changed financial circumstances, provided, however, that, in accordance with Article VII, Section 6 of the FPB Bylaws, no expenditure shall be made unless an adequate appropriation has been voted by the Board and funds therefore have been secured, and provided further, that no payments or commitments in excess of an amount equal to five percent of the budget shall be made by the Board without a prior appropriation therefore or approval thereof at a Special Meeting of the congregation.

#4 Motion to Approve Trustees, Officers, and Committee Members for FY21-20

In accordance with Article VII, Section 2; Article VIII, Section 1, Article IX, Section 2, and Article X, Sections 1 and 3 of the First Parish Brewster Bylaws, I move that the congregation approve the Leadership Development Committee's proposed nominations for the positions of Board trustees and officers, members of the Leadership Development Committee, members of the Endowment Board and the Children and Youth Ministries Committee as listed in the Annual Meeting Program.

BUDGET HIGHLIGHTS

1. Please refer to the spreadsheet 'Board approved proposed budget for Fiscal Year 2021-2022' which runs from July 1, 2021 through June 30, 2022. We will be focusing on the column on the right 'Proposed FY22 Budget (2021-2022).'
2. Line 134: We are going to start at the end, line 134 shows a balance budget.
3. Line 132: \$48,851 is about 2/3 of the current year surplus which we will use in the 21-22 proposed budget and hold 1/3 for following year's operating budget.
4. Lines 4 and 8: We expect pledges of \$375,378, an increase of about \$25,000, and net about the same after factoring in lost pledges and pledges received from the prior year.
5. Line 12: The Thrift Shop budget increased substantially and could see further growth. It is limited primarily by the number of volunteers willing to commit a few hours a month to staffing Thrift Shop and Annex. If you are interested in this high-impact volunteer opportunity, please contact Celine, our Thrift Store Manager.
6. Lines 33-59: The adjustments to the three main staff categories followed the Head of Staff recommendations, for Salaries (increase about \$19,000), Benefits (increase about \$11,000), and Professional expense (increase about \$3,309). Staff who were not already within UU recommended salary levels will see a 1% to 6% salary increase. We budgeted for the temporary tech-support position through September 2021, at which time we expect to start meeting in person. All full-time employees will now get 100% paid dental insurance. The minister's professional expenses remain 10%, and the professional expenses of other directors increased from 4% to 6% of salary.
7. Lines 61-63: Per policy we allocate 5% of our budgeted income towards property management, half of which is in our operating budget and designated as maintenance and the other half will be requested from Endowment for capital improvements.
8. Line 87: We have budgeted \$25,000 for denominational dues to the UUA. They requested \$33,122 based on a % of our annual budget.
9. Line 89: We have budgeted for eight guest ministers to cover times when the Minister is not in the pulpit at a cost of \$350 fee plus \$100 travel per guest speaker.
10. Lines 121 and 128: about \$4,000 increase in religious education and music expenses.
11. A final general comment: Overall expenses will increase \$53,000 in the proposed 21-22 budget. Almost all of that is paid for by this year surplus. In FY 22-23 about half will be paid for with the remainder of the surplus and the balance from anticipated increase in pledges and other income streams. We count on the efforts of the mighty Fundraising Committee and support from all of you. The Minister, Administration and Finance Director, Stewardship Committee, Finance Committee and Board of Trustees will provide financial leadership to move confidently in the direction of the hopes, dreams, and aspirations of this beloved community. This is a budget that is built for growth and is sustainable over the long term.

BOARD APPROVED PROPOSED BUDGET FY21-22

		A. Final FY20 FYE Actual (2019-20)	B. Approved FY21 Budget (2020-2021)	C. Projected FY21 FYE 6/30/21	D. Proposed FY22 Budget (2021-2022)
No.	INCOME				
3	A. Pledges				
4	Pledges		350,000		375,378
5	Less: Lost Pledges (2%, 3% or 10%)		35,000		11,261
6	Total	352,458	315,000	349,000	364,117
7	Pledges Prior Years	10,522	7,500	27,787	10,000
8	Total Pledges	362,980	322,500	376,787	374,117
9	TOTAL PLEDGES/TOTAL INCOME	75%	82%	80%	74%
10	B. Other Income	1292	300	447	300
11	C. Fund Raising				
12	Thrift Shop/Annex	68,449	40,000	55,000	80,000
13	Church Fundraisers	11,286	2,000	12,000	9,000
14	Spring Auction	623	6,500	6,500	10,000
15	CYM Summer Program	771	-	-	
16	WCC - Gayla Ball	3,000	2,000	2,000	2,000
17	Food Certificate Sales	1,850	500	1,000	1,500
18	Women's Circle Alliance	751	-	-	
19	Total Fund Raising	86,730	51,000	76,500	102,500
20	D. Offertory				
21	Offertory	20,102	13,000	14,000	20,000
22	Total Offertory	20,102	13,000	14,000	20,000
23	E. Building Use				
24	Space Rentals	5,737	-	-	2,500
25	Weddings/Memorials	1,750	-	500	1,500
26	Total Building Use	7,487	-	500	4,000
27	F. Investment, Interest, Misc Inc.				
28	Investment Income	5,801	5,000	5,000	5,000
29	Interest Income	312	250	250	250
30	Total Inv, Int, Misc Inc.	6,113	5,250	5,250	5,250
31	TOTAL INCOME	484,704	392,050	473,484	506,167
32	EXPENSES				
33	A. Staff Salaries (includes dis. ins.)				
34	Minister (Includes Housing)	91,080	91,080	91,080	96,545
35	Admin & Finance Director .9 FTE	43,099	43,099	43,099	45,685
36	CYM Director .916 FTE	42,228	42,101	42,101	44,627
37	Music Director .625 FTE	35,308	35,308	35,308	37,073
38	Thrift Shop Manager .75 FTE	32,562	31,574	31,574	31,953
39	Sexton .51 FTE	19,359	20,325	20,325	20,946
40	Bookkeeper .375 FTE	14,464	14,461	14,461	14,895
41	Pianist .15 FTE	10,885	10,920	6,500	10,920
42	Tech Support			4,000	2,560
43	Child Care Workers	3,007	3,634	270	2,209
44	Total Staff Salaries	291,992	292,502	288,718	307,413
45	B. Staff Benefits/Payroll Expenses				
46	Staff Appreciation	900	-	-	900
47	Retirement Contributions(10% of sal)	25,372	23,956	23,956	23,691
48	Employee Health Insurance	32,039	35,000	32,000	41,220
49	FICA (7.65% of salary)	16,212	15,239	15,239	15,954
50	Minister's FICA (7.65%)	6,888	6,885	6,885	7,298
51	Minister's Term Life Insurance	745	734	734	734
52	Workers Comp. Insurance	3,052	2,910	2,910	2,910
53	Total Staff Benefits	85,208	84,724	81,724	92,707
54	C. Staff Professional Expenses				
55	Minister Prof. Exp.	8,743	9,000	9,000	9,540
56	Admin & Finance Dir Prof. Exp.	1,704	1,704	1,704	2,709
57	CYM Director Prof. Exp.	1,337	1,664	1,664	2,646

58	Music Director Prof. Exp.	1,396	1,396	1,396	2,198
59	Total Staff Professional Expenses	13,180	13,764	13,764	17,093
60	<u>D. Property Management</u>				
61	Properties-Maintenance	11,132	13,800	13,800	13,800
62	Properties-Capital Imps	3,183	-	-	
63	Total Maint & Cap. Imp (5% policy)	14,315	13,800	13,800	13,800
64	Properties-Supplies	2,567	3,000	3,000	4,200
65	Grounds Keeping	9,563	12,000	10,000	12,000
66	Liability/Property Insurance	13,424	14,200	14,200	14,200
67	Housekeeping-Contractor	8,320	8,320	4,160	5,700
68	Electric	5,234	3,500	3,500	5,000
69	Gas	5,113	4,500	4,500	5,000
70	Phone/Internet	4,501	4,300	5,100	5,000
71	Water	1,477	1,500	1,500	1,500
72	Total Property Management	64,514	65,120	59,760	66,400
73	<u>E. Office Expenses</u>				
74	Office Equipment & Maintenance	6,839	6,200	6,200	6,200
75	Office Expenses & Supplies	3,693	3,000	3,000	4,000
76	Credit Card Fees/ Bank Fees	3,841	4,000	4,000	3,000
77	Software Expense	2,043	1,800	1,800	1,800
78	Advertising	1,734	1,500	1,500	1,500
79	Payroll Expense	1,029	800	900	900
80	Financial Audit/Review (6-30-18)	-	-	-	2,500
81	Total Office Expenses	19,179	17,300	17,400	19,900
82	<u>F. Loan Payments</u>				
83	Endowment Loan Pymts	4,788	-	-	0
84	MH Mortgage Principal Pymts	4,828	4,038	4,997	4,500
85	MH Mortgage Interest Pymts	3,806	4,597	3,637	3,100
86	Total Loan Payments	13,422	8,635	8,634	7,600
87	G. Denominational Dues - UUA	21,407	21,407	21,407	25,000
88	<u>H. Worship and Ministry</u>				
89	Pulpit Support/Guest Speakers	1,750	-	-	3,600
90	Substitute Sexton	580	-	-	
91	Pastoral Care Coverage	450	-	-	
92	Hospitality	436	300	300	650
93	Materials and Supplies	698	1,000	1,000	1,000
94	Total Worship and Ministry	3,914	1,300	1,300	5,250
95	<u>I. Committees</u>				
96	Board of Trustees	519	100	1,200	450
97	Covenant Groups		-		
98	Helping Hands	58	-	-	100
99	Landscape Committee	453	500	500	700
100	Membership Committee	718	500	730	750
101	Reparations			200	295
102	OEOP/Racial Justice		-	-	
103	Social Justice	405	-	-	0
104	Stewardship Committee	274	500	500	500
105	UU Connections	350	-	-	560
106	Total Committees	2,777	1,600	3,130	3,355
107	<u>J. Community Outreach</u>				
108	Faith Family Kitchen				
109	Split Plates Offertory	20,102	13,000	14,000	20,000
110	Total Community Outreach				
111	<u>K. Lifespan Religious Education</u>				
112	Special Programming/Multigen	1,551	800	800	1,500
113	O.W.L. (Our Whole Lives)/COA	1,531	500	500	
114	Office/Library	206	200	200	300
115	Pre-K to Grade 8	390	650	650	1,300
116	High School Youth Group	457	500	500	800
117	Child Abuse Prevention Training	-	-	-	200
118	Adult Ed.	-	-	-	600

119	CYM Childcare	420	-	-	400
120	Child Care Supplies	154	-	-	300
121	Total LREM	4,709	2,650	2,650	5,400
122	L. Music				
123	Music-Contractor	2,400	-	-	
124	Guest Musicians	725	2,000	2,000	2,900
125	Music Scores	1,449	600	600	600
126	Piano/Organ Mntnce/Tuning	1,088	150	150	700
127	Music Support/Supplies	838	1,000	1,000	700
128	Total Music	6,500	3,750	3,750	4,900
129	M. Contingencies & Other Funds				
130	PPP loan funds/surplus	72,300	20,000	102,770	48,851
131	Endowment Fund Distribution		110,000		
132	Total Contingencies & Other Funds	72,300	130,000	102,770	48,851
133	TOTAL EXPENSES	526,802	512,752	502,237	555,018
134	NET INCOME	30,202	9,298	74,017	0

SLATE OF NOMINEES FOR ELECTION – June 2021

BOARD OF TRUSTEES

To Be Elected:

Clerk: Rand Burkert (2023)

Rand Burkert is a writer, folksinger, and teacher of farming, gardening, and sustainability. He loves the Cape, but also has fond roots in Wisconsin, and Umbria, Italy. His two sons, Francesco and Roberto, live in Austria. He comes to Unitarian Universalism for its values of love, truth and service, and for its commitment to social justice. Favorite animals are the polar bear, bee, ant, elephant, hummingbird, bluebird and seal.

President-Elect: Carol Yerby (2024)

Carol and her husband Kris retired to the Cape in June of 2019 from Concord, MA, where they had been active members of First Parish in Concord for 20 years. After working in high tech for 25 years as a course developer, information designer and software trainer, she spent the next 15 years working with children, as a preschool teacher, Director of Religious Education, and language tutor. While raising her two daughters in Concord, Carol taught Sunday School, was a Coming of Age mentor, and co-led the holiday crafts workshop. Since moving to the Cape, she has been a member of First Parish Brewster for 1.5 years and has served as the clerk for the Board of Trustees since August of 2020. She has also participated in the 8th Principle Task Force, UU The Vote, Building a Bigger Table, PFLAG, and a Covenant Group.

Member-at-Large: John Kielb (2024)

John was an active member of the Unitarian Universalist Society of Greater Springfield (UUSGS) before relocating to Brewster and joining First Parish in 2019. He has been singing in the choir and participating in covenant groups from the start. Last year John became a member of the Endowment Board and the Policy Committee. These activities have allowed him to get to know many members of FPB, as has virtual coffee hour. John is amazed at the how many talented and dedicated people are in our congregation and is honored to be asked to serve on the Board of Trustees.

Member-at-Large: Diane Willcox (2024)

Diane and her spouse Nancy Douttiel moved to South Yarmouth in 2002. Prior to their retirement to the Cape, they lived for 20 years in Sudbury, MA, where both were actively involved in leadership at First Parish of Sudbury. Diane brings with her experience serving on the Board of Trustees, the Finance Committee, the Membership Committee, and co-chairing the annual Stewardship Campaign, as well as participating in the establishment of the Welcoming Congregation Committee there. Here at FPB, Diane has served on the Membership Committee, the LGBTQ Welcoming Congregation Committee, and has co-facilitated covenant groups for many years. Diane also trained her Standard Poodles with the Companion Animal Program (CAP,

and visited nursing homes, schools and the hospital for 16 years while serving on the CAP Board of Directors for 13 of those years.

Member-at-Large: Liz Libby (2022)

My name is Liz Libby (not Libby!) and I have been a member of First Parish for 5 years. I am a small business owner and mother of 3 wonderfully wacky kids. First Parish, especially CYM, has been a life-saving community for me and my children here on Cape Cod where we can show up as our full selves and find comfort and acceptance. I am a nurturer by trade as my profession is in Lactation Consulting and supporting new parents in their perinatal journeys, and I look forward to the opportunity to be a leader in this community, working through the lens of compassion and justice and representing the families and CYM program on the board. I live in Brewster with my spouse, Matt, and our dog Link. In my three minutes of spare time a week (see three children and dog) I am an enthusiastic cyclist and crafter.

Returning:

President: Susan Smith (2023), Treasurer: Diane Pansire (2022), Member-at-Large: Tom O’Brien (2023), Member-at-Large: Bill Roberts (2022)

ENDOWMENT BOARD

To Be Elected:

Bob Flanagan (2024)

Bob has been a member of First Parish Brewster Unitarian Universalist since he and his wife, Pat Stover, moved back to the Cape in 2008. He has served on various task forces and committees. He was the clerk of the Search Committee which found Rev Jessica. He was on the Board of Trustees for three years, including one as clerk. He has served on Stewardship, COVE, Chair of the Policy Committee, Finance and Endowment. He would very much like to continue his work on the Endowment Board.

Topper Roth (2023)

Topper Roth has been a Unitarian Universalist for over 30 years - first at Main Line Unitarian Church in Devon, PA, (where he served on the Board of Trustees, and chaired the Nominating and Music Committees) and at First Parish Brewster Unitarian Universalist since 2015. At FPBUU, Topper has served as Chair of the now-defunct Council and as a member of the Policy Committee (current). He has also enjoyed participating in various FPBUU music programs.

Returning:

Linda Bailey-Davies (2022), Howard Hayes (2022), J. Bruce McGregor (2023)

Officers are elected annually from the current Board members.

LEADERSHIP DEVELOPMENT COMMITTEE

To Be Elected:

Skip Bell (2024)

Skip has been visiting the Cape for over fifty years. His earlier background was in logistics management and as a project manager within the trade show industry. In 2013, he sold his share of ownership in a household staffing agency in Greenwich, CT, before moving to the Cape to take care of family members. At FPBUU, he serves on the LGBTQ Welcoming Congregation Committee, is a COVE volunteer, and a Covenant Group Facilitator. Earlier FPBUU involvement included Personnel and Membership. He has also lent his time organizing and publicizing fund-raisers such as the annual Gayla Ball, festivals, and auctions.

Margaret Rice Moir (2024)

Where else might an interfaith, interracial, leftie family find a religious home? 30 years ago we joined the UU Congregation Monmouth County. We (mostly) never looked back. I am an artist, an activist and a lover of life.

Returning:

Judy Harrison (2022), Liz Gordon (2022), Maureen Osborne (2023), Rog Smith (2023)
Members choose their own Chair at their first meeting.

CHILDREN AND YOUTH MINISTRIES COMMITTEE

To Be Elected:

Karen Ross (2024)

Karen became a full time resident of Brewster in 2012 upon retiring from 25 years of private and public school teaching as a Special Needs teacher in central Mass. She worked with students with special needs and learning abilities from preschool to community college. She also enjoyed her work as a psychotherapist here on Cape, retiring in 2019. Karen, her husband, David, and three children were active members of an Episcopal church for many years. She and a talented committee of parishioners who were deeply devoted to children's spiritual life created a weekly children's service developed and sustained by the parents, children and teens of the parish. In addition, they also developed creative programs for teens that brought many of them back into the life of the church. While actively serving on other committees throughout the years, working on behalf of the children and teens of the church was by far the most fulfilling.

Rikki Bates (2023)

Rikki (she/her) has been a member of First Parish Brewster since 2015. She served on the church's Council for two years, attended UU General Assembly as a delegate for First Parish in 2020, and is currently a member of the church's Welcoming Congregation Committee, Membership Committee, UU Connections Committee, the Reparations Task Force, and Covenant Groups. She performed regularly with the Organic Music Group (OMG) on drums during Sunday services through 2020. She also sat on a panel before the First Parish CYM Middle School "Taking Flight" group for a discussion about diverse identities.

Returning: Elenita Muniz, Judy Fenner, Kathy Meyers, Laura Gill, Kristin Knowles; Joining: Dale Cotter

Annual Meeting Minutes - June 14, 2020

First Parish Brewster Unitarian Universalist Society By Zoom

- I. Call to order FPBUU Board President Jim Hild called the meeting to order at 11:40 AM.
- II. Establishment of a quorum (68) - In accordance with Article VI, Section 4 of FPBUU bylaws, FPBUU Clerk Susan Smith established that a quorum of FPBUU members were present with 88 screens on Zoom.
- III. Election of Moderator Jim Hild opened the floor for nominations for Moderator. Lindsey Straus was nominated and seconded. The motion passed. Lindsey acknowledged the challenges of Covid-19 and Zoom, how we will be using the chat box, and that we will be muting and unmuting individuals as they wish to speak.
- IV. Approval of minutes from last year's annual meeting Lindsey Straus requested a motion to approve the minutes for the June 9, 2019 Annual meeting. A motion from the floor was made and seconded. The motion passed.
- V. President's Report Jim Hild, presented an overview of the work of FPBUU Board of Trustees for the fiscal year 2019/2020. His presentation focused on a few areas, including three Board goals.

- Goal 1 Develop a legacy of effective governance and sustainable leadership. Having successfully disestablished the Council, we needed to establish additional reorganization and improved communication, which included a successful all committee meeting.
- Goal 2 Develop a plan based on the recommendations of the Facilities Task Force. We were in the process of consulting Dan Hotchkiss to design a capital campaign for facilities improvements, when the pandemic hit and this work had to stop. This is currently on hold and hopefully can resume next year.
- Goal 3 Develop short and long term plans. Assuring a smooth transition between Board years, the Past President, President and President-Elect worked closely with the minister on various issues. This year four new policies have been developed. The work of the church has been greatly affected by Covid-19, causing our campus to close and our meetings to become virtual. We established a Covid Task Force to help guide us how and when it is advisable to reopen the church. In sum, the Board has been highly effective in responding to the changing needs of our church. There has been a close working relationship among each other and the staff, to address and come to consensus on several difficult issues.

VI. Endowment Board Report Howard Hayes, financial secretary, presented a report on the FPBUU Endowment Fund on behalf of Susan Flaws, chair. This year the Endowment Board distributed \$24,352 to Beloved Conversations, a congregational retreat, special event advertising, and \$20,000 repayment of the loan from the Endowment Fund. Next year the maximum distribution, based on 5% of principle will be \$31,000. This fund is managed by Cape Cod Five Trust and Asset Mgt. As of April 30, the fund stood at \$931,071.12. The balance on the building loan repayment fund is \$41,882.09. Remaining on the building loan is \$130,117.91 Gifts were received in memory of Dick Adami, Dave Akin, Janet Bell, Rob Gorman, Joanrose Kueng, Rob Moir, Dick Muniz, Veronica Powers, Shirley Re, Rachel Stowe, and Dana Wright. In addition, the fund received an annual gift from the Henry and Lucy Patterson Charitable Fund from the Cape Cod Foundation. Endowment members this year are Linda Bailey-Davies; Bob Flanagan; Susan Flaws, chair; Dick Guernsey, recording secretary; Howard Hayes, financial secretary; and ex officio members the Minister; President and Treasurer of the Board; and Administration & Finance Director.

VII. Treasurer's Report, Request to Endowment & Budget Approval Diane Pansire presented an overview of the proposed budget in these extraordinary times of pandemic. She highlighted and gave further explanation to three topics which were raised at the Finance presentation. Why are we keeping our staff at current levels? Why are we taking funds from the Endowment Fund? Why is OMG canceled? Pat Stover made a motion to approve the use of Endowment Funds. The motion was seconded and is attached. After some questions and discussion, the motion passed by the necessary $\frac{2}{3}$ vote. Dave Winther made a motion to approve the budget for fiscal year 2020/21. The motion was seconded and is attached. Rikki Bates initially presented an amendment which was not in order. Discussion followed. Elenita Muniz made a motion which was seconded to call the question to proceed with a vote on the budget. The motion failed to get $\frac{2}{3}$ approval. Discussion followed. Vicki Goldsmith made a motion which was seconded to present a budget amendment to add \$1,200 taken from net pledges line 6, and restore \$1,200 to OMG line 126. Discussion followed. Amendment failed 39 yes 46 no. Karen Watson-Etsell called the question to vote on the motion to approve the budget. The motion passed. The motion to approve the budget as proposed passed by the necessary $\frac{2}{3}$ majority, with between 71 and 74 yes votes.

VIII. Leadership Development Committee Report Judy Harrison, Chair gave her report. Members of the LDC are Anne Barry, Julia Enroth, Patsy Roberts and Judy Harrison. According to the charge to LDC to fill vacancies on the Board of Trustees, LDC and the Endowment Board, Judy presented the slate to be voted on by the congregation as listed in the program:

- Board of Trustees: President Elect Susan Smith (2023), Treasurer Diane Pansire (2022), Clerk Anne Berry (2021), Member-at-large Bill Roberts (2022), Member-at-large Tom O'Brien (2023)
- LDC: Pat Stover (2021), Liz Gordon (2022), Maureen Osborne (2023), Rog Smith (2023)
- Endowment Board: John Kielb (2023) and Bruce McGregor (2023)

IX. Election of Officers for the Board of Trustees, Endowment Board and LDC members Margaret Rice Moir made a motion which was seconded, to endorse the slate as presented, in accordance with the motion as attached. There was some discussion. The motion passed.

X. Presentation of Gifts Jim Hild, President of the Board, recognized and thanked Marian Brunck, Liz Gordon, and Pat Stover as outgoing members of the Board of Trustees.

XI. New Business There was no New Business

XII. Welcome to new Board President, Jim welcomed Carol DiAnna, the new Board President.

XIII. Adjournment Carol DiAnna, President-Elect, adjourned the meeting at 2:25 PM.

PROPOSED MOTIONS

Motion to Approve Use of Endowment Funds for Operating Expenses in FY20-21 – Pat Stover

I move, given the particular, temporary and extraordinary circumstances created by the Covid-19 pandemic and as expressly authorized by the terms of Article XII, Section 4 of the Bylaws, that the Congregation, having obtained the necessary written approval of the Endowment Board and of its Board of Trustees, approve the use of a portion of the Endowment Board's unrestricted fund balance at the end of calendar year 2019, up to but not to exceed the sum of One Hundred and Ten Thousand Dollars (\$110,000.00), for the operating expenses of First Parish Brewster in FY 2021. Endowment Motion Explanation The Endowment By-laws provide that "Only in particular, temporary, extraordinary circumstances... may the Congregation, by a two-thirds vote at a duly called meeting, use a portion of the FUND for its own operating expenses..." The Endowment Board endorses the Board of Trustees' request to use up to \$110,000 for operating expenses in FY 21. The allowed 5% distribution for FY 21 is \$31,000. Thus, the request is for an additional \$79,000. The total of all Endowment funds as of 4/31/2020 is \$972,274.

Motion to Approve Budget for FY20-21 Dave Winther

I move that the budget proposed by the Board of Trustees for First Parish Brewster for the fiscal year beginning July 1, 2020 and ending June 30, 2021, as stated in the warrant, be adopted, with the right reserved to the Board of Trustees to make changes to such budget in response to changed financial circumstances, provided, however, that, in accordance with Article VII, Section 6 of the FPB Bylaws, no expenditure shall be made unless an adequate appropriation has been voted by the Board and funds therefore have been secured, and provided further, that no payments or commitments in excess of an amount equal to five percent of the budget shall be made by the Board without a prior appropriation therefore or approval thereof at a Special Meeting of the congregation.

Motion to Approve Trustees, Officers, and Committee Members for FY20-21 Margaret Rice Moir

In accordance with Article VII, Section 2; Article VIII, Section 1, Article IX, Section 2, and Article X, Sections 1 and 3 of the First Parish Brewster Bylaws, I move that the congregation approve the Leadership Development Committee's proposed nominations for the positions of Board trustees and officers, members of the Leadership Development Committee and members of the Endowment Board as listed in the Annual Meeting Program.