

First Congregational Church of Woodstock

Minutes of Governing Board Meeting

Wednesday May 15, 2024, at 7:00 p.m.

In Attendance: Rev. Dr. Kevin Downer, Ginny Moylan (Moderator), Charles Bottieri, Suzanne Cimochowski, Carl Davis, Jennifer Duggan, Bruce Staehle, Laura Boies (as clerk), Bruce Lyman(Community Kitchen), Bob Kirk (Community Kitchen and Vision & Values), Susan McKecknie (Vision & Values)

Welcome and Opening Devotion

- Moderator, Ginny Moylan, opened the meeting at 7:03 pm.
- Rev. Kevin shared a devotion from “Psalms for Praying” by Nan Merrill.

Community Kitchen Transition and Discussion of Next Steps (Bruce L. and Bob K)

- Bob and Bruce are entering their tenth year as co-coordinators of our Community Kitchen and are ready to step down.
- Their certifications expire March 2025. They want to transition the management in the fall.
- They shared a memo with the GB defining five broad categories that reflect the current model being used. This does not need to be the future model. This is *not* a one person job, multiple people could fill these rolls:
 - Site Coordinator
 - Volunteer Coordinator
 - Pantry and Food Orders
 - Equipment and Appliances
 - Logistics of the meal itself.
- Bob and Bruce plan to discuss this with their volunteers on Monday at Community Kitchen.
- Notify the congregation in next Friday’s email (5/24) and at Sunday service (6/2).
- Plan to hold a 2nd Hour June 2nd..
- Bob Kirk is now the president of the Board of Community Kitchens.
- Bob and Bruce will review progress at the next GB meeting on June 12th.

Visioning Retreat at Crystal Pond June 9th, 9am-3pm (Jen D, Bob K, Susan M)

- Discussion of General Schedule/Plan. Ideas include:
 - Start with coffee and rolls
 - Short Worship Service. Including: Centering music, readings, and offering reflection questions.
 - 1.5-2 hrs - Discuss purpose of the retreat. Lead “Open-heart” meditation. Time and space for reflective thought, then rejoin in small groups and discuss thoughts.
 - 12pm - Lunch (Potluck)
 - 1pm - More focused/directed discussions. Start to help frame the Vision.
 - 2:30pm - 3pm - closing worship.
- Use Community Kitchen’s sound system.
- Promotion of retreat: make announcements at Sunday service.
- Jen will write up a plan with a To Do list.

Labyrinth Walk with Lisa Haupt

- May 22nd 6:30-8pm. GB will help promote this.

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[Vision & Values team left the meeting @8:00pm]

Updates and Briefs

- **Consent Items:**
 - MOTION: to accept the Consent Items (Minutes, Admin. & Ministry, Facilities and Treasurer's reports), Ginny M, 2nd: Charles. Motion passed unanimously.
- **Financial Team:** (Suzanne)
 - Document Retention: Bruce L had shared information with Suzanne from the Document Retention workshop in Boston.
 - It is recommended that administrative and annual reports, audits, policies, resolutions, meeting minutes, committee records and special correspondence and bulletins for special services should be archived.
 - Most accounting and human resource records do not need to be archived.
 - Suzanne will put together a new list for FCCW document retention, incorporating these new guidelines.
 - Still looking for someone to help with research on energy updates/assistance.
 - Charles and Paula are working on rental of church spaces.
 - The money from the sale of the parsonage is now in a CD, earning 5.1% interest.
- **Leadership Dinner May 20th @6pm:**
 - Ginny will order 6 large pizzas
 - Jen D: seltzers and water bottles
 - Suzanne: salad
 - Kevin: cookies

Next Steps

- **Future Direction Messaging**
 - **Informational Summary Sheets:** Ginny will assign GB members to create summary sheets for each of the different possible paths. These sheets can include links to videos such as the one from the Worcester church.
 - **Retreat Plan**
 - Explore the 4 quadrants of visioning in order to help us define what we want our church to do. This will help us choose our path.
 - Replicate an existing structure.
 - Transform society.
 - Address a specific challenge or need.
 - Aid spiritual renewal of individuals.

Appreciations

- We will acknowledge appreciation for John C's assistance in facilitating the sale of the parsonage at Homecoming in September.
- EWCC is holding an Open House for Sue Foster's Retirement on June 15th, 3-7pm @ EWCC. They are taking anonymous donations for a "Pastor's Purse". The GB agreed to donate \$400. Individuals can additionally donate whatever they like.
- Christina M had stayed on with the Deacons to help with the transition and is now stepping down. Rev. Kevin will offer appreciation during Sunday service on June 2nd.

Upcoming Meetings

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- Windham Assoc. Annual meeting on June 4 via Zoom. Rev. Kevin and Carl D will attend.
- Annual SNEUCC on June 22. Jen D will attend. We still need another delegate.
- Rev. Kevin will ask for a delegate volunteer at Sunday service, and add a note to the weekly email.

Closing Prayer: Moderator Ginny M shared a closing prayer.

Meeting adjourned at 9:02pm