

Shared Ministry Committee Meeting

November 28, 2017

Present: Barbara Bockner, Anne Perrin, Don Wages, Lynn Yates,

Absent: Esther Johnson, Rev. Alex Richardson

1. Chalice Lighting and check-in.
2. Approval of minutes – approved
3. Minister's thoughts :
4. Board Report - Lynn went this month. Barbara will go next month.
Everyone else should sign up for a turn. Lynn took notes to work toward process observation. The board presented the notes Rev. Alex took at the retreat for goals for 17/18 and beyond. They are in bullet points on the agenda. The board will work on the mission statement. The one we have probably came from the search committee. The board formed a task force to look into where it came from. Rev. Alex told the board that SMC should do church assessment and recommended we read *The Art of Facilitation*. Process observation – meeting began and ended on time. The agenda was mostly listening to reports and dealing with operational matters that the A-Team used to deal with. Like every other committee, we send them a report each month before the meeting. Reading reports on the day of the meeting isn't efficient. They did not discuss the banner, though the board is reportedly working on it.
5. Report from board retreat – Lynn and Don each attended part of it. Jennifer Owen-O'Quill facilitated. She reviewed information from her previous workshop. Rev. Alex wanted a three-year and five-year plan. Jennifer recommended just three years. They discussed whether to use Roberts' rules of order, and how to create a process. We will put our support behind developing a board policy.
6. **Report from town hall meeting** – we made additions and corrections. Overall, it went well, but we were still collecting questions after the service. Questions should be submitted in advance. We could have a table in the fellowship hall during the weeks before the meeting to collect questions.
7. **SMC goals for 2017-2018 -**
 - a. **Conduct two town hall meetings and two listening circles each year**
 - b. **Conduct online survey with Hartford Institute software.**

- c. Recommend members to serve on SMC to replace members rotating off in 2018.
 - d. Work on the webpage when it's up and running. We need to bring it to the board to ask what the status is.
 - e. Evaluate The Art of Facilitation
 - f. Attend the board retreat
 - g. Assist ministry teams and key committees with goal-setting
8. Plan outreach to Committees to support their goal-setting. Lynn will get a list of committees from Megan and we will ask each group to send us their top three goals by January 15. We will ask for it in September in the future.
 9. Plan for upcoming events – Listening circles – Dec. 3,7,10. We will consider swapping the dates with town halls so listening circles aren't in the summer and December when they are less well-attended.
 10. Topics for future meetings – Art of Facilitation, self-study. We need to go over the assessment to pull out and address the important points.
 11. Old Business – None
 12. Questions for Rev. Alex for next meeting – Status of the website, why he recommended the book.
 13. Upcoming Dates – next meeting – Nov. 28 ,no meeting in December.
Meetings Jan 23. Feb. 27, March 27, April 24, May 22, no meeting in June.
Town Hall Meeting March 18. Listening circles Dec.3/7/10 to April 29, May 3/6