**COUNCIL MINUTES: Sunday, 9-22-19 at 11:30 am**

Present: Don Benson, Marty Downie, Sandy Gillen, Ken Katzen, Claire Matheny, and Matt Norvell

Absent: Anne Yenchko and Dale Fixsen

Guest: Bonnie Orrison, giving FLT Report in Dale's stead

Guest: Normale Doyle, attending in response to Don's email invitation

Taking Minutes: Kathy Marshall

**AGENDA**

Matt led us in prayer.

**Appreciation/Recognitions were voiced.**

Marty provided the jest.

**Minutes**:

**MOTION was made and approved to accept the Council Minutes for July 18, 2019.**

The Executive Committee met via Zoom on September 19, 2019, but no Minutes were prepared. (Motion not required.)

**Community Meeting, September 30:**

The service that morning will followed by the required business meeting, with lunch afterwards. In order to highlight the work done monthly by KC at the Day Resource Center, the lunch will be a duplicate of the First Wednesday meal: sloppy joes, macaroni and cheese, and various vegetable dishes. Vicki and Joy will provide coffee and beverage set up. Since Don will be away, Matt will facilitate. Elaine will lead a discussion on the proposed labyrinth in the Sacred Garden. Kathy will solicit Outreach suggestions. Council is reminded they are responsible for set up and clean up.

**History and Records Management/Artifacts and Storage**:

Bonnie O continues to move this project forward. Discussion on whose responsibility it is to make decisions about where and how to store these precious items. Bonnie suggests a “committee” do this instead of Council, and will work with the committee when it is formed to make a complete list of the items, including all the banners. Ken agreed to digitize the folder of Wes Yamaka's works.

**Leadership Team Reports**

**Building and Grounds Leadership Team:**

Marty reported plans for an Emergency Drill for a Sunday morning in November. He will have a handout for KC Sunday, Oct 6 that will explain the procedures contemplated.

Building and Grounds is happy to report that KC expects to finally have FIOS internet accessibility sometime in October. This will enable the installation of further building security improvements.

Don Benson noted the turnover anticipated for the 2020 Council and asked for volunteers for a Nominating Committee. Kathy Marshall agreed to serve and others will be asked to help form the committee.

Discussion on job description proposed for Rental Coordinator III position, then

**MOTION was made and approved to accept the job description, “Duties and Responsibilities of Rental Coordinator III.”**

Discussion on parking lot lighting replacement project, then

**AMENDED MOTION: That a motion approved by Council via email vote on August 13th be amended.**

**The original motion** was as follows: **PROPOSED**: That Council approve the bid of **$29,141** from J.A. Smith for the installation of new aluminum light poles for the KC parking lot, and the installation of new lighting fixtures in the shed. This motion, submitted by BGLT, was unanimously approved by Council via email vote on August 13th.

**AMENDED MOTION made and approved to accept the bid of $22,280 from J.A. Smith for the installation of new aluminum light poles for the KC parking lot, and the bid of $3,411 from Light Poles Plus for purchase of the new aluminum light poles. The total cost is $25,691.**

Explanation: BGLT chose to purchase the poles from Light Poles Plus, rather than JA Smith. Our in-house crew of Dale Fixsen and Randy Malm were able to bring reliable lighting to the shed at no cost.

Discussion on purchase of white folding chairs, then

**MOTION was made and approved to purchase 125 white resin folding chairs (plus dollies and holding straps) from Eventstable Co. of Cerritos, CA at a cost of $3,801.95.**

Explanation:We have not increased our rental rates in about five years.The Rental Team plans to increase the cost of a wedding rental by $300 beginning January 1. Rental parties will be told that we have added value to our rentals by making available the white chairs for any wedding, inside reception or outside ceremony. The chairs would pay for themselves after 13 rentals, which would be sometime in 2021.

Don Benson completed for this year the very complicated annual elevator licensing process.

**Community Life Leadership Team, and**

**Vitality, Diversity, and Inclusion Leadership Team:**

Council approved obtaining and installing a plaque honoring KC ancestors on this property. Ken led discussion on how the cost of approximately $1550 can be covered. He noted an anonymous donation of $500 received towards the cost, and his application for a grant that could bring in another $500. Discussion of how to further complete the funding included using unused funds in VD&I 2019 budget, or of taking $1000 from the Great Ideas budget category, then

**MOTION was made and approved to take from the Great Ideas budget category an amount up to $1,000 as necessary to completely pay for the ancestor plaque.**

Ken proposed a public dedication ceremony be held when the plaque and the new light poles have been installed.

A meeting of KC's Callers is set for tomorrow night. (9-23-19)

**Finance Leadership Team:**

Dale is out of town on a work project, but needs to have all 2020 Budget input provided as soon as possible for FLT. Bonnie O was present to discuss the Summary for 8-31-19, and noted that although the financial situation looks very encouraging, many KC-ers have already paid their full pledge for 2019, so it remains to be seen how positive the final figures may or may not be. She also reminded all that current financial reports (as well as much other information) are on our website for all Members to view at <http://www.kc-church.org/kc-documents/>

**Human Resources Leadership Team:**

Don B reported that a new Social Hour Assistant has been located. He agreed to shepherd the new hire on the first Sunday, Oct 6. After discussion,

**MOTION was made and approved to hire Kaleb Afework as the new KC Social Hour Assistant at a pay rate of $50 per Sunday. Duties would not change. On the four Sundays when Community Meetings are held and the Social Hour Assistant would be required to stay an additional hour, the rate would be $65.**

Claire reported that the Community Life Leadership Team has engaged Hadda Morsi for child care during the 6 evening classes of the Parenting for Inclusion study.

**Spiritual Education Leadership Team:**

Marty reported that the Retreat Team is making good progress. They will be giving out signup, commitment, and pledge forms on Oct. 6. Don Benson will oversee food for the day, Amy Sens will lead the music, and Anne Yenchko and Stacy Booker will organize the Friday night dinner hosts. Claire, Phoebe, and Jay will provide posters again, and Ken volunteered to again provide them graphics, given 2 weeks notice.

Regarding the SELT 2020 Budget, the amount should stay nearly the same, and they hope to provide more small group activities, similar to the Universal Christ/Richard Rohr classes, and Parenting for Inclusion, for the coming year.

**Worship Leadership Team**

Claire reported that a WLT meeting is being planned soon, and in the meantime, the KC musicians will meet and plan for the months ahead.

**Enabling Minister:**

Claire continues to provide detailed monthly reports to Council regarding her many activities on KC's behalf. She shepherds the Worship Task Groups. This past month she helped to coordinate the visit of 14 participants in a Courageous Conversations Tour Group who visited KC. She worked with Ken to find parents for a Parenting for Inclusion workshop (15 sign-ups). She also met with a staff member at Running Brook Elementary School, exploring how to build a relationship with our local elementary school, especially as it regards food needs of their students for the weekends. Claire met with a KC Onboarding Group (Art, Bea L., Ellen L., and Anne Y.) to discuss our welcome of newcomers to worship and community. Ellen L. will be stepping down from her past emailing role. Amy will be keeping the log of visitor information as a shared Word document. An email will be going out to visitors who sign-in from Claire or the office in the future.

At this point, as a guest today, Normale expressed some thoughts to Council, as well as her thanks for having open meetings where any KC-er can attend. Discussion on frequency of KC emails, which Normale manages—too much? Not enough? Separate out by category? Claire reported plans for another Pet Blessing for the afternoon of Oct 20 in the Sacred Garden. Ken agreed to make fliers, and Normale will distribute in the Vantage Point neighborhood.

Discussion on the Sunday School. There is still consideration of how to spend the $1000 grant awarded by an anonymous donor earlier this year. It is a challenging time for the SS, as Jen has started working at the Goddard School full time, and has also been out sick for a couple of Sundays. Finding subs has proven challenging The Sunday School Friends project may be a source for more steady help.

Normale excused herself at this point so the KC custodial situation could be discussed.

**Parking Lot**:

--Artifacts and Storage issues, ongoing

--Emergency Drill, Sunday, November 10

--Continuing planning for Retreat

--October arrival of FIOS

--Building security update with FIOS and security cameras

--Obtain and pay for bronze plaque for the Sacred Garden, acknowledging our ancestors

--Dedication for installation of plaque and new light poles

--Delivery of new white chairs

--Sunday School help, and grant

--Pet Blessing in Sacred Garden

**Important Dates**:

Executive Meeting – Thursday, October 17 at 7:30 via Zoom

Council Meeting – Sunday, October 27, 2019, 11:45 am at KC

Community Meeting – Sunday, September 29, after the service, facilitated by Matt

Emergency Drill – Sunday, November 10

Retreat Dinners, Retreat, and Commitment Sunday, Nov 1-3

Facilitator – Don Chaplain – Matt

Jest – Ken Timekeeper - Marty

Process Observer – Claire Parking Lot - Anne