**COUNCIL MINUTES: Sunday, April 19, 2020, via Zoom, 11:30 am**

Present: Vanessa Deutschmann, Dale Fixsen, Ken Katzen, Kathy Marshall, Claire Matheny, and Anne Yenchko

Absent: Vicki Jenkins-Long, and Ellen King

Guests: Don Benson, Mary Brandenburg, and Bonnie Orrison

Taking Minutes: Kathy Marshall

**AGENDA**

Vicki was absent attending to family matters so Claire led us in prayer.

Since Ellen was absent due to a death in the family, Vanessa facilitated today.

**Appreciation/Recognitions were voiced.**

Anne provided the jest.

**Minutes**:

**MOTION was made and approved to accept the Council Minutes for March 22, 2020.**

**Motion was made and approved to accept the Community Meeting Minutes for March 29, 2020.**

Minutes for the Emergency Council meeting via Zoom on March 15, 2020 will be presented for approval at the May Council meeting.

**Leadership Team Reports**

**Building and Grounds Leadership Team:**

Don Benson enumerated the maintenance and repair items that are being addressed by B&G despite the building being closed, and thanked the team members who are giving of their time to help with the various projects.

FIOS is now installed and available to our building, but it's likely our hooking up to it will be delayed to save on the monthly fees that begin once the connection is activated. Once connectivity is firmly established, Michael Cleveland will go ahead with removing the outdated phone wires which will no longer be needed.

Rich Deutschmann will review KC's emergency lighting equipment and make recommendations for an update. He also recommended the craftsman who assessed and repaired a rotting window frame.

Regarding the Sacred Garden irrigation project, Dale installed a connector for the back wall of the building, and access for the separate water line was installed via the ceiling in the janitor's closet and downstairs bathroom. The extension of the water line for the sprinkler system has been scheduled for April 30 and May 1, weather permitting. The labyrinth project is on hold.

John Brandenberg has prepared a Capital Needs Assessment to assist in planning for future maintenance.

Allan and Bill McCarthy repaired the steps to the back door of the shed to improve access for large items stored there.

Don commended Allan especially for organizing and leading the B&G team. He lauded others who have assisted on garden projects—especially Ken Katzen and his wheelbarrow with mulch, and Marion Hemerley laying down heavy pea gravel on the pathways.

Vanessa expressed thanks to all B&G participants for going ahead with these projects while the building is closed, all the while maintaining safe social distancing space.

**Community Life Leadership Team:**

Ken reported for Vitality, Diversity, and Inclusion. The dedication of the ancestor plaque is being postponed. Regarding interest in the subject of how black people were educated historically in Howard County, Ken has been in touch with a Wilde Lake High School teacher who is researching the subject and is willing to share thoughts with Ken. Ken and Claire collaborated on a sign which now appears in the Sacred Garden stating that “We Are Here For You” with the KC email at the bottom. While it is hoped that there will be neighborhood residents who will respond, to date there have been no responses yet.

Anne reported on the Phone Vine project. Volunteer callers were sent information on reaching out, asking if more support is needed in these times of isolation, fear, and loneliness. As expected, the responses were varied, ranging from “I'm ok thanks” to “yes I'd like to hear from you again.” Note was made that CARE group callers do keep in touch with their group members, and might be passing names to the Phone Vine callers, but that anyone can pass along the name of someone who is in need of more personal support via the phone calls.

Vanessa suggested streamlining the KC names and lists by checking into the availability of a software program that would manage a data base more efficiently than KC's current procedures. She's willing to work with anyone who volunteers to do the research and report back to Council, and indicated Jerry Brown has expressed an interest in this project. Anne reported having some long and heartfelt conversations with KC people recently, and would welcome having a data base that could confidentially hold some of the information the callers are hearing.

**Finance Leadership Team:**

Dale presented the Final Treasurer's Summary for 2019, and after discussion,

**MOTION was made and approved to accept the Final Treasurer's Summary for 2019.**

Because the first quarter of 2020 was mostly pre-COVID-19, the numbers are similar to a normal first quarter, but going forward is a quite different story, due to the cancellation and postponement of many activities, and the loss of rental income. Nevertheless, FLT is recommending that KC continue to pay all employees full salary for the month of May. This includes Amy, Haddah, and Kaleb, as well as all musicians who provide content for the Sunday Zoom worship services.

**MOTION was made and approved to continue to pay all employees for the month of May 2020, including to Amy Sens her full salary, and to Haddah Morsi and Kaleb Aftwork their maximum hourly wages, as well as any stipends to musicians who provide content for the Sunday Zoom worship services.**

Anne will inform Haddah and Kaleb of KC's decision to continue their wages.

When Ken inquired, Dale assured him that should the Agape Girls Camp not be held this summer, the funds already in hand for the 2020 camp will be available for 2021.

**Human Resources Leadership Team**

Anne reported the team met on March 25, and is eager to offer whatever is needed in the way of support to Claire through all the changes happening in her life and that of KC.

The good news for the Sunday School program is that Sandy Queen will be hired as of May 1 as the new Sunday School Educator. Discussion on whether or not to pay Sandy for the April/Easter content she already provided for the children was put on the Parking Lot for further inquiry and discussion. Sandy's contract is for May 1 through December 31, 2020, with an evaluation to be scheduled in September 2020, or upon the re-opening of the building. Anne presented the contract, and after discussion and some minor changes which Anne will implement,

**MOTION was made and approved to accept, as amended, the employment contract for Sandy Queen to be hired as the KC Sunday School Educator from May 1 to December 31, 2020.**

**Spiritual Education Leadership Team:**

Because of the closure of the physical building, KC has instituted many Zoom meeting opportunities for keeping in touch with one another. For the team, Mary Brandenberg will collect feedback and follow up with Council on these digital offerings:

* Tuesdays at Two – time to share your coping stories, or just listen
* Wonder Wednesday – sharing the wonders that appear in your world
* Thursdays at Two – creative exploration of prose and poetry
* Guess Who's Coming to Dinner – Friday at 5:30, Zoom meal together

SELT is excited about the beginning of virtual Sunday School with Sandy Queen on May 1.

Art Spilkia will sponsor a monthly Zoom spiritual film fest beginning Wednesday, May 13 from 7:00 to 8:30 (taking the place of Wonder Wednesday that night.) He has asked Ellen to provide the technical expertise, and Mary to moderate. His contact with the owner of the rights to this film series was very positive, not only granting permission to show the films but also asking if KC would allow him to Zoom in to hear and participate in the discussions afterward as well.

**Worship Leadership Team**:

Claire reported this team will be meeting in May.

**Enabling Minister:**

Claire continues to provide a detailed monthly report to Council regarding her many activities on KC's behalf. When asked what she might need right now from this Council, she expressed thanks to others for taking on some tasks that she would normally be doing. She shared that the first three weeks were the hardest, learning boundaries between work and family, seeking balance, being present. Claire let Council know that things are smoother now, and she is maintaining self-care rituals, she also commended Council what a comfort it is, and how grateful she is, knowing she can reach out to KC for any thing any time.

This month Claire also invites us to participate with her in prayerful discernment about how to address local needs in our community. Outreach will be meeting soon, and the needs are many. Claire expressed to Council her gratitude to the callers in the Phone Vine project, and encouraged some concerted efforts of reflection on the future time when it will be possible, after so much time of distancing and quarantine, for re-entry into a changed world which we now can not even imagine.

**COVID-19 Discussion:**

There was a general acknowledgement of gratitude for Don Benson's technical expertise in digital online programming via Zoom and Power Point, and discussion of what KC's programming will look like in the future. For now, it was agreed to keep the building closed for May 2020. It is not feasible to reopen without testing and tracking procedures in place enabling us to be safe to gather again. Kathy will continue to keep in touch with those who rent the space, either cancelling and refunding fees, or postponing events to the future.

Among the issues brought forth as we consider how KC will go forward were:

* the digital presence has been successful and even brought more worshippers on Sunday morning - do we continue digitally even when it is deemed safe for KC to reopen
* if so, will new equipment be required to continue using tech as best we can
* will the greeters program continue without hugs and touches
* what will communion look like
* how will offerings continue to be received
* will there be a hospitality time

A team will need to be created to assist Council in these matters. Vanessa suggested the name Tiger Team and agreed to email to solicit volunteers.

Vanessa recalled Council's wish to have a Visioning Team in place, reminding Council it is healthy to look ahead to the future, both individually and corporately. She asks Council to begin soliciting names for her of those who would serve, and she will work with Claire to see if it is feasible to extend an invitation to serve to all of KC.

A quarterly Community Meeting should be scheduled for Sunday May 31, but there was discussion regarding postponing for various reasons to June 7, despite the Policies and Procedures rule that it must be accomplished by May 31. Further discussion over email will clarify,

Claire led us in prayer to close.

PARKING LOT:

--Claire, Anne, and Rebecca Dietz to address with Sandy Queen whether to pay Sandy

for the April/Easter/Sunday School support and content she provided

--Immigration Justice

--Coal Initiative responses

--Renaming our building

--Discuss Council re-instituting the Appreciations we used to have at each Council meeting, as well as a way to publish the appreciations for all KCers to see.

Facilitator – Ellen Chaplain – Dale

Jest – Anne Process Observer – Ken

Time – Ken Parking Lot – Vicki

Executive meeting via Zoom - TBD

Next Council meeting – Sunday, May 17, at 11:30

Community Meeting – Sunday, May 31, after worship