**COUNCIL MINUTES: Sunday, March 21, 2021, 1:00 pm via Zoom**

Present: Vanessa Deutschmann, Normale Doyle, Dale Fixsen, Christian Hurley, Ken Katzen, Ellen King, Don Link, Bea Luzier, Kathy Marshall, and Claire Matheny

Absent: Rebecca Dietz

Guests: Don Benson, Roger Blair, Theresa Gale, Bonnie Orrison, Sandy Queen, and Anne Yenchko

Taking Minutes: Kathy Marshall

**Agenda**

Don L led us in prayer.

Ellen greeted the guests

The jest was not provided.

Ellen reviewed the Agenda.

**Affirmations**

Don L affirmed Ellen's competence, and sensitivity to the needs of the group.

Ellen affirmed the Leadership Teams working diligently on updating the KC Policies & Procedures, all aiming to be finally finished by the end of this year.

Ken affirmed Don L for his work with the Renaming Project, and expressed his admiration for Don L's plan for self-care in the months ahead, and for Don B's personal January sabbatical.

Ken also affirmed Allan Lohaus for his many skills around maintaining the barn.

**Minutes**

**MOTION was made and approved to accept the Council Minutes for February 28, 2021.**

Council Executive Meeting Minutes for February and March were accepted (no Motion required.)

**MOTION was made and approved to accept the Minutes of the 2021 Council Goal-setting Meeting on January 31, 2021.**

Don L asked to have the 2021 Council Goals Draft amended to remove his name from the first two issues in which his name appears on the Goal chart, and it was agreed that he be granted his request.

**MOTION was made and approved to accept the Council 2021 Goals draft as the final version, as amended.**

**Old Business**

**Renaming Process Update**:

Don L presented the report prepared by the team and discussion ensued regarding suggestions for amending the process as presented. Don L will take the suggestions back to the team, and promptly provide a report to Sunday's Community Meeting attendees, laying out the steps proposed in the process.

Don B explained the necessary name or “brand” change to the Rental website. “thecarriagehouseincolumbia.com” is what appears there now. The new website asked KC to provide a name that did not include “Oliver's,” and the Rental Team when obliged to provide a new website name, chose what currently is seen there. Don B emphasized that that name is a sort of place holder to allow the new website to be functional, and does NOT mean that that is the chosen new name for the building.

**Member Emeritus**:

Normale presented the proposal from Community Life Leadership Team and asked for Council approval to go ahead with testing the new format. Council agreed to it.

**Review of March Community Meeting Agenda**:

Ellen reviewed the Agenda sent to Council. Each person on the Agenda agreed to speak to the subject assigned to them. A report from the Vision Team by Vanessa was added to the Agenda.

**New Business**

There was no new business other than the Leadership Team reports that follow.

**Leadership Team Reports --WLT first so Theresa may leave early**

**Worship Leadership Team**:

Theresa reported that people are ready for a plan to return to in-person worship. Much depends on the progress of the Tech Team, but there are more options being considered for worship outside in the summer. Claire asked about the spacing of the white chairs upstairs, and noted that the new rule for social distancing for Elementary School age children has been reduced from 6 feet to 3 feet. We will need to watch for any change in the 6 foot rule for adult spacing that might be forthcoming that would affect spacing for worship upstairs. Sandy noted that returning to only in-person worship would decimate the Sunday School as it operates now, since a number of children who attend on Zoom would not be coming to KC in person. She also mentioned that the time for Sunday School would have to change from 11:30 to 10:30. Theresa was encouraged to make a list for Council of the kind of help she needs to plan going forward with the re-opening. The procedures created for last Fall will be helpful but not sufficient for detailing how the re-opening might occur, since many things have changed in the interim.

**Rental Team**:

Sandy reported that wedding rentals have returned in high numbers, 15 are on the calendar already. Most are small numbers of guests, under 50, and she suggests that renters now be required to sign a release absolving KC from any liability for COVID-19 outbreaks from the attending guests. Rental Team will create and distribute the Releases.

Sandy and the Rental Team wish to rescind the cancellation of our subscription to The Wedding Spot, an online service which sends prospective renters to KC. Last year it was decided to switch our online service to a company called 411, since for unknown reasons, The Wedding Spot was not being a good source of rentals for us. This year The Wedding Spot has unexpectedly been responsible for providing KC with a majority of the current booked events! The Rental Team would like to keep 411, and renew The Wedding Spot. They noted the monthly/yearly cost of renewing The Wedding Spot can be covered by the cost of one wedding ($3,600) and will provide the Finance Leadership Team the exact figures so the budget can be revised to reflect the new expense. The Wedding Spot contract expires April 30, so once a recommendation comes from the Finance Leadership Team, a vote of Council members will be done via email.

**Tech Team**:

Don B let all know of the plan to hire a technical assistant to run the Sunday morning services. He and Michael met with the candidate who is very knowledgeable and experienced, and eager to work with us. So many at KC have put in so many hours to get our technical equipment selected, purchased, and installed, but hiring a technical assistant for several hours on a Sunday will allow those hearty volunteers to participate in worship on Sundays and have less of a commitment to being on task on Sunday mornings. Don B noted that he and the others will still be on call when the tech assistant needs time off. The WLT has been consulted to determine how this new position will be funded from their current budget categories. The Tech Team will consult with HRLT to create a job description for this new position, and Bonnie O will ensure that the payroll requirements will be met.

**Re-opening discussion, worship and rentals**:

The WLT would like to begin both inside and outside worship services starting in June, But they also are discussing the possibility of having downstairs only services beginning in April or May if enough volunteers can be found to prepare for the downstairs services. Since there was not consensus, after today's meeting, Ellen will provide Council with an email soliciting a vote on whether or not to begin worship services in June, and let Council know the outcome, which will be announced to the community at Sunday's Community Meeting.

Return to LEADERSHIP TEAM REPORTS

**Building and Grounds Leadership Team:**

Ellen reported the team held a successful mini work day recently, removing the tape from the labyrinth, setting up the pond, labeling electrical circuits, installing the new shed door, completing the repairs to the shed, and installing peepholes in the barn doors for safety. They are ready to propose a regular Barn Work Day for Memorial Day Monday, and Council gave them permission to decide among themselves the manner in which a safely social distanced lunch will be provided afterward.

**MOTION was made and approved for BGLT to hold a regular Barn Work Day on Monday, May 31.**

**Community Life Leadership Team:**

Normale submitted her report and there was no further discussion.

**Financial Leadership Team:**

Don L presented and reviewed with Council the January/February 2021 Summary, along with the proposed 2021 Final Budget Revision 1. Having a revision to the budget is unusual, but not without precedent. FLT made the adjustments and balanced the budget, using some of the carry-over funds from last year that are available for such uses.

**MOTION was made and approved to accept the 2021 Final Budget Revision 1**.

**Human Resources Leadership Team:**

Bea announced that HRLT has consulted with the KC Office Administrator, Amy Sens, who has agreed to a contract revision for her position.

**MOTION was made and approved that the Worship Consultant Contract for Amy Sens (in effect June 19 – August 7) be approved for her work with preparing worship, meeting with WTG's, and two Sunday sharings, while attending worship three of the six Sundays while Claire is on extended leave. Amy will be paid at the rate of $30/hour for this work as Worship Consultant.**

Bea also let Council know that the list of those who want a KC cross has been given to Jack Dunlavey, and he is beginning to work on creating them now.

**Time of Renewal for Pastor Claire**:

Anne reported that from discussions with Pastor Claire regarding the intensity and commitment required during the past pandemic year, HRLT realized that Claire has not taken the time off she is entitled to per contract—days off, professional development times, holidays, etc. In recognizing her deep and long commitment to this community, a plan has been developed to schedule Claire some extended time off for self-care this coming summer, from June 16 to August 4. A team will be created to work with Claire to ensure the work of the community continues while she takes this Time of Renewal. That team will work closely with HRLT and WLT. In the past KC has known times of pastoral time off, and knows how to come together to continue the spiritual journey of our community. Claire will come back refreshed and renewed for the Fall activities.

**MOTION was made and approved to provide the KC Enabling Minister, Claire Matheny, a Time of Renewal away from her KC duties, from June 16 to August 4, 2021.**

**Spiritual Enrichment Leadership Team:**

Vanessa noted Mary Brandenburg's monthly report and commends her for continuing to helm this team.

Vanessa also informed Council of the decision of the Vision Team to discontinue its meetings for now. With the pandemic continuing to forbid meeting in person, the team feels this is not the right time to continue work on a forward plan for KC. They do want to reassure the community that this is just a pause, so Ellen will add this announcement to Sunday's Community Meeting Agenda, and will recognize those working on the Vision Team for their good efforts over the past months.

Even with an extension of today's meeting time, there was not time to discuss the Council's 2021 Goals Draft, so it will be put on the Agenda for the next meeting.

April 24 is not a good date for the next Council meeting since both Ellen and Vanessa will be away. May has 5 Sundays, so the April meeting is moving to May 2 and the May meeting will be on May 30.

Claire noticed that the November weekends are already booked for weddings, and suggested that the annual Community Retreat weekend be moved to the end of October, with Commitment Sunday being October 31. Kathy will calendar the dates and the change will be announced.

Don L gave the closing prayer.

**Assignments for May 2, 2021 Council Meeting**

Facilitator – Ellen Chaplain – Kathy

Jest – Don L Process Observer – Ken

Timekeeper – Chris Parking Lot - Vanessa

Dates to Remember:

**Holy Week**:

3-29-21 Sacred Garden Prayer Stations

4-1, 2 and 3 - Labyrinth Prayer Vigil, 8 am to 7:00 pm (sign up for a slot)

4-1-21 Maundy Thursday Worship via Zoom 7:00 pm

4-2-21 Online Good Friday Retreat

4-4-21 Easter Sunrise Service in Sacred Garden at 7:00 am

4-4-21 Easter Worship via Zoom at 10:00 am

4-11-21 Eventide Service, via Zoom at 4:00 pm

4-27-21 Executive Meeting, Tuesday, via Zoom at 7:00 pm

5-2-21 April Council Meeting, Sunday via Zoom at 1:00 pm

5-30-21 May Council Meeting, Sunday via Zoom at 1:00 pm

Respectfully submitted,

Kathy Marshall, Council Secretary