**Orinda Community Church**

**Minutes of Church Council
Wednesday, July 27, 2022**

**Council Attendance:** Anne Barr, Bill Abriel, Kathleen Wiegand, Gail Mead, Mitch Breitwieser

**Clergy Attending:** Elizabeth Robinson

**Ministry Attendee:** Jeane Samuelsen, PRC

**Minutes:** The 6/22/22 minutes were approved by email on 6/27/22

**Pastor’s Report:** Rev. Elizabeth Robinson reported there are a number of people in the congregation receiving scam emails requesting gift cards to pay off Social Security debt. We should advise all inquirers it’s a scam. Lucina Lopez and her partner Lucas are moving into the cottage on Sunday afternoon. She’s happy to check the locks each night for us. This is a good arrangement. Elizabeth is pleased with Gillian Murphy-Stephans taking over the grief group. Endowment will support this cost through the end of the year. Another church contacted Elizabeth about forming a confirmation group for several churches and Gillian might be able to help with this. Elizabeth may do a service project with youth. We are about to start Elisabeth Kersten’s August Adventures for youth. If it works we’ll do it again in November. Elisabeth has the staffing she needs. Elizabeth will meet with Mary Volmer to plan out the next year for Alta Mesa. Elizabeth needs to do a planning meeting with David Milnes. In August, Elizabeth and Kurt Sunderbruch will trade off doing sermons based on films (see recent eblasts). Roger Samuelsen will be scheduling quarterly spiritual journey second hours for LL&S. Frank Baldwin will do one in the fall. Anna Gregory will be on vacation the week of 8/8 and Gail Mead will fill in for her. Elizabeth will take a week of vacation in September and two weeks in November (week before and of Thanksgiving). She wants to do the annual lecture next year on gun control and will be contacting potential speakers. We may pair up with another congregation on this. Will form a small planning committee including Gail Mead.

**Treasurer’s Update:** Anne Barr, reporting for Lani Shepp, indicated our budget seems to be on track right now. We need to keep pledges coming in to stay on track.

**Caretaker Security Checks:** Per Anne Barr, Lucina Lopez will support some of our security needs in the short run. This is great news. Marcel McLain is moving out of the cottage the morning of Sunday, 7/31 and Lucina and Lucas are arriving the afternoon of 7/31. She works M-F, 9-5pm and Lucas works at night. They will get background checks. We’ll have Dion do a walk through with them next Tuesday around 6 pm to train them on security lockup. Elizabeth and Anna Gregory can help with the lockup this Sunday and Monday during the day. Bill Abriel will talk to Tom Norris about covering lockup for Sunday and Monday nights and advise Lucina and Dion about the Tuesday training. We’ll have an oral contract for now for Lucina’s and Lucas’ security check duties at $20/hour. Bill Abriel will notify the other security company he’s checked with we don’t need their services right now ($50/hour rate) but may later on.

**Caretaker Weekend Events Duties:** Bill Abriel indicated Anna Gregory prepared a job description for this work. Her son in Petaluma might be able to do it but would need travel pay of $24 per event. The Council moved and approved offering this work first to Lucina and Lucas at $20/hour. Bill will contact her.

**Handyman Work:** Bill Abriel reported we’ll do a contract with Greg Hartdegen for piecework around our campus. The B&G guys will advise Greg of the work he’s to do; Greg knows he needs approval before doing any work. Jobs up to $500 go to B&G for approval. Jobs over $500 and not an emergency go through B&G (who will make a recommendation) to Council for approval. Emergency jobs over $500 will go to Lani Shepp for approval (Anne Barr is Lani’s backup).

**Care and Fellowship:**  Per Bill Abriel, Vangie Abriel, Chair of C&F, wants to reinstitute having the ministries/committees handle the refreshments for Sunday services. This will now entail opening up the Fellowship Hall to make coffee; putting the coffee and snacks out on the patio tables; putting up the coffee and leftover snacks; and locking up the FH. Elizabeth Robinson volunteered to help with the unlocking and locking of doors. In her absence anyone with a key can help out (Gail Mead, Lani Shepp, Kathi Kling) and Bill Abriel will see if Lucina Lopez can backup Elizabeth. Anne Barr will help Bill with the ministries/committees refreshment list.

**At-Large Member Reports:** Mitch Breitwieser reported Barry Cammer recruited five members for LL&S and it’s ready to go. Roger Samuelsen is working on spiritual journey second hours. Mary Volmer is doing Alta Mesa work. Mitch will set up an August meeting for LL&S to discuss possible additional activities. Mitch will act as LL&S leader and recuse himself if needed, due to his Council position. Gail Mead reported M&J continues with its work.

**New Business:**

Gail Mead mentioned for AB506 our church needs policy guidelines. Council needs to approve them. She will send the guidelines out to Council for an email vote. The enforcer of AB506 is our insurance company. Anne Barr mentioned if we’re showing good effort in trying to comply with AB506 during this first year, we should be okay.

Bill Abriel congratulated everyone on moving the Vista Verde hillside project forward. Anne Barr mentioned the plan passed through the Orinda Planning Commission. Community response was small and generally supportive. On 8/16 the Orinda City Council will meet on it. No problems expected. OHSF will provide a template for support letters. Anne will follow up with Victoria to see how many support letters we need. We could do a writing table at Sunday services, if needed.

**Executive Session:** The Council moved and approved going into a closed, executive session to discuss personnel matters.

**ACTIONS:**

Bill-talk to Tom Norris, Dion, Lucina Lopez about lockup duties and training for 7/31-8/2

Bill-advise Security Company we won’t need their services right now

Bill-see if Lucina/Lucas want to cover the weekend event caretaker duties

Bill-see if Lucina/Lucas will help with unlock/lockup duties for Sunday services when Elizabeth unavailable

Anne-help Bill with the refreshment list for Sunday services

Gail-send out AB506 policy guidelines for email approval by Council (done)

Anne-check with Victoria Smith regarding number of Vista Verde support letters needed

Next Meeting: Wednesday, August 24, 2022; 7:00 pm (might be cancelled)

Kathleen Wiegand, Clerk