**Orinda Community Church**

**Minutes of Church Council
Wednesday, June 23, 2021**

**Council Attendance:** Kurt Sunderbruch, Anne Barr, Lani Shepp, Kathleen Wiegand, Bob Winbigler, Gail Mead, Mitch Breitwieser

**Clergy Attending:** Elizabeth Robinson

**Staff Attendees:** David Milnes

**Committee Attendees:** Chris Mead, Jeane Samuelsen

**Minutes:** The 5/26/21 minutes were approved by email on 6/5/21

**Pastor’s Report:** Elizabeth Robinson has been doing several memorials lately; we need to address our grief in the coming months. The Covid Advisory Committee decided they don’t need to meet anymore. Mary Volmer’s work continues on the Alta Mesa Center for the Arts endeavor--next reading is on July 13. The Writer’s Group is really solid and now meets twice a month. Elizabeth will try to integrate some of the writings into our services. Bible study continues, too. Not adding a lot this summer but will do a Greg McCall spiritual journey. Started a centering prayer group on Monday mornings. Elizabeth is trying an in-person Contemplative service on Wednesdays at 10:00 am and 5:00 pm to see what timing works best. Still doing the electronic version, too. Dion is expecting to move into his new senior housing on Aug 1.

**Report on OCC Opening:** Per Elizabeth Robinson, the 6/20 opening worked really well. She felt everyone’s happiness. Everyone pulled together. We had 87 attendees.

**Office Admin Hire Update:** Per Elizabeth Robinson, we hired Anna Gregory for the front office position. Gail Mead and Lani Shepp are training her. Anna’s working Monday through Friday, 9:00 am to 1:00 pm.

**OSV Parking Issue:** Elizabeth Robinson reported that some of the OSV tenants are parking in OCC handicapped spaces throughout the week. They haven’t responded to our requests to cease doing so. Council decided the OSV Board needs to work with OSV management to find a solution. Chris Mead will put this on the agenda for next month’s OSV Board meeting.

**July 4 OCC Service:** Elizabeth Robinson mentioned a congregant let her know the Orinda Fourth of July parade on a Sunday will affect our ability to leave the OCC parking lot after our morning service. The police won’t let traffic out from Irwin Way onto Orinda Way until the parade is over. Given these logistics, we’ll do live-streaming for the July 4 service. People can come to the church if they want to or watch the service at home to avoid the traffic problem. Elizabeth will include this in an eblast. She’ll also let people know the recording from Sunday 6/20 didn’t work out so wasn’t available as planned.

The Council moved and approved going into a closed executive session to discuss personnel matters.

**Treasurer’s Update:** Lani Shepp reported she will do a six-month audit after June to get a picture of the budget. Basically, we’re fine. The pledging income is at 60%. We’ll get a complete report next month.

**Infrastructure Project:** Lani Shepp reported we’ll be mailing information soon. We have a list of projects covering five years. The Infrastructure Committee will meet to address the list and various issues that have arisen. Money and urgent need will determine what projects get done. The finalized, prioritized project list (with budget estimates) needs to go as a slate (a collection, not project by project) to Council. The Committee can have this available by the next Council meeting. Fred Matteson is covering the fund-raising aspect but we need a project manager to oversee the projects.

We haven’t yet done the sanctuary recarpeting because the samples weren’t good. Gail Mead ordered more samples which should come in by Friday. Lani’s taken on and arranged to have the Washington Building’s (TOPS) exterior painted starting July 17. The windows with dry rot will be replaced before the painting (cost=$2000). Lani has asked for a cost estimate for the west-facing windows ($8,000) but we won’t do these windows right now. TOPS’s lease is coming due. They’re asking about the hillside project and potential noise from the construction. Anne Barr will do outreach with both Holden and TOPS on the hillside project. Lani will provide names/emails to Anne to set up a briefing in early August. Anne will advise them now about the briefing and get back to them with the August date.

**B&G Update:** Bob Winbigler advised the sanctuary lights are finished. Gail Mead mentioned the Brainy Bunch Camp paid for a plumbing fix for a clogged toilet.

**Update from Endowment:** Anne Barr reported Endowment’s been working on updated guidelines for Senior Pastor Housing. It has approved three programs. One is to help the Alta Mesa Center for the Arts by providing seed funding and housing until it becomes a self-supporting venture. Elizabeth Robinson mentioned right now the idea is to Zoom some reading programs with people reading from their works. We also hope to include lectures, workshops, music, dance, and visual arts to enrich our audiences. Bill Abriel is involved in bringing a business plan to Endowment for formalization. Some of the events will be in person, open to the community. Endowment has approved a second program to match funds for B&G projects. A third program that Endowment is open to supporting is a guest lecture program. More planning will be done on these activities with details coming from the working committees.

**At-Large Member Reports:** Gail Mead is getting the church up on working with Brendon so we can broadcast our services.

The Council moved and approved going into a closed executive session to discuss personnel matters.

**ACTIONS:**

Elizabeth—do eblast on Sunday, July 4 traffic issue with Orinda parade; also that 6/20 service recording didn’t work out and isn’t available as planned

Lani—get names/emails to Anne for briefing Holden and TOPS on hillside project

Anne—advise Holden and TOPS of the August briefing on hillside project

Next Meeting: Wednesday, July 28, 2021; 7:00 pm

Kathleen Wiegand, Clerk