

Orinda Community Church
Minutes of Church Council Conference Call
Tuesday, March 17, 2020

Council Attendance: Kurt Sunderbruch, Lani Shepp, Kathleen Wiegand, Bob Winbigler, Gail Mead, Karen Sanford

Clergy Attending: Elizabeth Robinson

Current Status: Kurt advised that everyone has been remarkably cooperative and ready to step up. We are responding as we can in a time of uncertainty. We were able to create and post an audio worship service for last Sunday on our website. Elizabeth advised that Leslie, Jeanne, Elisabeth, and Lani have been making calls to people. We are reaching out especially to those without email and doing informal checks with them. Elizabeth is talking with the AA group who can no longer meet at the church and they are working with technology to cover their needs. We've called TOPS and Holden—they seem good. Chris Mead is working with the Greason family. The Skilton family is postponing their memorial service and we will get the word out. We may make cards for some of the more isolated people. People are working really well together and are taking care of our community as well as our congregation. Per Elizabeth, we sent out the list serv today. We want to make it a conversation board to keep people engaged, lively, and positive. Elizabeth will check with Dagmar on how to streamline it so earlier stuff isn't included each time someone posts. Elizabeth wants to have a contemplative service that we can send out, possibly via Zoom (video conferencing platform). We discussed trying to keep our current activities for our congregation balanced and not overwhelm ourselves during this crisis period.

Remote worship & Exception Policy: Kurt reviewed yesterday's Contra Costa County order to shelter in place. Some of the issues pertaining to the church on travel and remote worship are unclear. Elizabeth tried calling the conference but hasn't heard back. This next week, Lani and Gail will coordinate with Dagmar on handling the essential, basic operations of the church (see section 3 and 10.g. of the CCC order) including mail, checks, and bank deposits. Elizabeth will ask Jim to check with other religious leaders to see what they're doing regarding remote worship. Kurt has been contacted by a church in Suisun City to do a Sunday service via Facebook from his house. He'll let us know how it works.

OCC Income Impacts: Kurt advised Holden and TOPS have shut down following the County order. And the groups that usually rent church space are now unable to meet there (e.g., AA). Lani will check with Dagmar to see what, if anything, has been conveyed to our renters regarding rental income expectations during this situation. The Council agreed TOPS and Holden should continue to pay rent per their contracts. If needed, Lani will call/email the tenants to clarify our expectations regarding their rent.

We have cancelled all the Easter flowers.

Continuing Costs: We don't know what income will be coming into the church now that in-person services are cancelled. We depend on pledges and loose offerings to function. Kurt will write a blurb for this week's eblast reminding people to send their pledge/offering checks to the OCC office.

Staff pay & sick leave: Kurt mentioned our expectation is that we will continue to pay our staff for working their customary hours. Gail will check to see what the sick leave policy is for the staff.

Musician Pay: Our musicians are paid for their participation on a monthly basis. We've already budgeted to pay them and we decided we'll continue to do so regardless of their actual participation during this situation. We want to help them and don't want to lose them. Lani will convey this to David and work with him on the details. We'll have to decide how to allocate the budgeted funds. David can ask the musicians for ideas on how they can share their music with us during the shelter in place.

Programmatic Outreach: People are staying connected but nothing really structured has been put in place yet. But stop gap is okay right now because the situation is so fluid. Creative ideas are good and websites can help people connect. People may be more likely to respond to emails with information than websites so Elizabeth will work on this. Please refer people who need help to Elizabeth.

Critical New Business: Karen reported we'll probably be canceling the June Guatemala trip but she'll let us know when that decision is made.

ACTIONS:

Elizabeth—check with Dagmar on streamlining the list serv

Elizabeth—ask Jim to check with other religious leaders to see what they're doing regarding remote worship

Lani/Gail—coordinate with Dagmar on handling minimum basic operations of church

Lani—see if we need to contact our tenants regarding our expectations on their rental contracts during this situation

Kurt—write eblast blurb reminding congregation to mail their pledge/offering checks to the OCC office

Gail—find out what the sick leave policy is for staff

Lani—advise David our musicians will be paid during shelter in place

Next Meeting: Conference call at 6:00 pm on Wed March 25

Kathleen Wiegand, Clerk