**Orinda Community Church**

**Minutes of Church Council  
Monday, May 23, 2022**

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

**Clergy Attending:** Elizabeth Robinson

**Attendees:** Karen Norris, Tom Norris

**Minutes:** The 4/27/22 minutes were approved by email on 5/7/22

**Pastor’s Report:** Rev. Elizabeth Robinson reported Alta Mesa will have another reading soon. Creation Justice and Mercy & Justice are merging back together. Barry Cammer’s four-month pastor assignment will be ending soon. LL&S still needs a chair.

**Treasurer’s Update:** Lani Shepp reported we are in reasonable, good shape. Pete Hartdegen volunteered to be on the Next 80 Committee which is wonderful news.

The Next 80 Committee is meeting tomorrow night and will discuss painting the outside of the church. They will get a bid from the painter who has been doing the current campus painting (Ramon).

**Holden Lease:** Anne Barr and Gail Mead negotiated the new lease with Holden. Per Anne, the next school year rent will increase by 10% (old rent was significantly under market) with 3% increases per year for the following nine years. Holden will now use the closet formerly used by the boy scouts and will remove their stored items from the choir loft (Gail will have the Holden signatories initial this change on the lease). Anne mentioned TOPS is comfortable continuing their lease with us. They’d like us to replace the louvered windows in the FH before fire season and put in some additional ventilation systems. Getting this done is Next 80 business. Gail provided a clarification for some of our prior discussions over renting to a for profit entity. If we rent to such an entity, we won’t have a property tax exclusion for the space the entity uses. We moved and approved we affirm our church policy of not renting to for profits; we rent to non profits.

**Caretaker Duties:** Anne Barr reported Marcel McLain is planning to leave in August. Everything is looking good for the hillside project but it is moving slowly. We’re probably looking at the first half of 2023 for groundbreaking when we’ll lose the cottage. Construction will probably take 2+ years. We’ll be paid money during the construction stage which will help pay for interim caretaker housing, if needed. We’ve put together an inclusive list of caretaker tasks and now need an interim strategy to coordinate/oversee the tasks. Bill Abriel divided the tasks into four groups: events; cleaning; maintenance and grounds; and security. Events include set up and take down of Sunday service, rentals, concerts and weddings. Cleaning is being done by a hired service. Security involves night checks for locked doors. Maintenance and grounds is done when we discover something needs to be done. It includes thermostats, kitchen repairs, minor repairs, watering, windows, roof clearance, leaf removal, and solar panel cleaning. The events, night checks, thermostats, kitchen repairs, and minor repairs are the most important items. And we need an umbrella oversight for all four groups. Bill will talk to Greg McCall regarding how to go forward on this and handle these tasks.

**Children and Youth:** Anne Barr and Elizabeth Robinson have talked about the C&Y update. The job description isn’t posted yet. We may need to modify the position. Will discuss later how Elizabeth can get more support. Not moving actively on this. We need to figure out how to move forward.

**At-Large Member Reports:** Mitch Breitwieser reviewed that Elizabeth Robinson asked Barry Cammer to work on revitalizing LL&S. Barry held a second hour session and is writing up a summary. Will need to meet again on the future of LL&S. Gail Mead mentioned Creation Justice has merged back into Mercy and Justice. Pride Sunday is 6/29. There will be an online Hope Solutions backpack drive in October along with a dinner. 5/29 is Common Hope Sunday with a fundraiser all of June to raise $1800 to build a house. We’ll have a second hour for CJ in the summer. There will be a Ruth Bancroft outing on 6/3. Our sock drive was successful. TOPS is interested in doing a joint service project with us by the end of the year.

**Endowment:** Gail Mead reported Endowment voted to forgive the memorial garden loan. It will fund a 3-color digital sign for the church that can be run through a cell phone service. The cost is $18,000 to $20,000. We’ll build a new cabinet for the new sign. Not sure of install date. Gail will need to confirm with the city on what’s needed for the sign. If we stick within the existing sign footprint, we shouldn’t need a permit.

**New Business:** We’ll ease back into having coffee outside after the Sunday service. Right now we might be able to do it for special occasions.

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

**ACTIONS:**

Gail – update (initial) Holden lease regarding removing their stuff from choir loft

Bill – talk with Greg McCall on strategy for handling caretaker duties

Gail – confirm with city what’s needed for new digital sign

Next Meeting: Wednesday, June 22, 2022; 7:00 pm

Kathleen Wiegand, Clerk