

## Expanded Cabinet Meeting – Minutes – April 7, 2020

Present: Tony Bates, Donna Crane, Deb Endl, Claudia Griffiths, Andi Hamalainen, Debbi Hitchings, Skip Hoblin, John Hufnagel, Terri Mackenzie, Ute Molitor, Zella Walker, Susan Yoder

Opened with prayer by Ute

Motion to accept minutes from March 31<sup>st</sup> meeting from Tony, seconded by John. Minutes accepted as amended.

### **Zoom update**

- Motion for additional storage to 100 GB at \$40/month made by John, seconded by Debbi. Motion approved.
- Tony recommends monitoring to see if people actually go to Zoom to listen to Worship services that have been recorded.
- John will take the accepted motion to Trustees.

### **Care Team update**

- Team continues to reach out to people
- Feedback is positive and it is noticeably as beneficial to people making the calls as those receiving them.
- Ute dealing with distress calls person by person.
- Next meeting: 4/21

### **Sunday Worship reflection**

- New people coming online each week
- Muting situation better with Greg muting all but speaker from his laptop
- There has been an increase to be added to the Zoom worship invite; friends of/or family relationships to members.
- 100 participants signed on, however multiple people on many of the calls
- Online worship seems to be generating great outreach. Possibly increasing the potential for seekers searching for a home church to come to us when the quarantine is lifted?
- Inclusion of hymns: decreased technical difficulty but a little weird singing along alone but in general people liked it.
- Easter service: 2 services, 9 & 11 am. First come, first served. It's been advertised on Facebook, calendar in papers, phone message, Beacon, TWAC, Bulletins and word of mouth.
- People like having the liturgists/reader back.
- Big thanks to Mark for preaching. This gave Ute time for pastoral calls.

### **Livestreaming Proposal**

- Debbi reported that Geoff Parker was close to a final proposal but wanted to check out a new piece of equipment he believes will work for our purposes. John asked Bob Stiehler

to give an estimate for the electrical work and he has been in touch with Geoff regarding this.

- Debbi will send the proposal to John & Trustees, Ute & Zella as soon as she receives it.
- Ute noted that the video of Matt's friend's church choir used a number of different cameras for a nicely presented recording.
- We should have all we need by next Cabinet meeting to make a decision.

### **Treasurer's report**

- Heavenly Thread's income off ~\$10,000 for March. Guestimate of loss for the year (based on 4 months lost revenue) will leave a bottom line of \$19-20,000 shortfall coming out of the 2020 budget.
- Pledges are coming in. Plate collection down. Need to remember that with decrease in overall income we also have decreased expenses, dependent on how much we choose to cut or keep in the T22 expenses.
- Vanguard has ~\$2.5 million now. This is not an amount we can count on in the present economic environment.
- Bottom line: church is in good shape. We will survive this.

### **E-Giving update**

- Button is live on the website! Check it out!
- Should we establish a dedicated Corona Virus Fund or use the Shields Fund for expanded purpose?
- Advantages of Shields Fund only:
  - We already have this established fund and staff person managing. Adding another account increases the work of administering it
  - Jeanne's years as a Social worker bring invaluable problem-solving abilities to the table, connecting a person to other or additional help
  - Members of the church don't need a case worker
  - Shields supports Outreach: Outreach gives to the organizations that help; Shields helps the individuals in these same organizations
  - Note: Rotary is a clearing house, connecting people to donate, volunteer or get help but not a fund
- With the *Families First Corona Virus Response Act* it was determined that the need for our own Corona Virus fund was not as important, especially with the increase in Ute's Discretionary fund (increased \$2000 to \$4000) and the in-place Shields Fund with Jeanne Denny at the helm.
- However, need publicity to let the church and community know about it!
  - John will work with Deb E., Jeanne, Beth Gerrish to make an appeal that will explain why we need the funds now (HT closed, decreasing money for Outreach and showing how donating to Shields promotes community aid!
  - Debbi will check on adding the Shields donation option (along with General Fund) to each page.
  - TWAC, Bulletin will highlight button and e-giving.
  - Perhaps someone could speak about "Why Give?" somewhere around the Offering time in Worship?

### **Payroll Protection Act**

- John, Skip & Tabitha researched, including taking webinars to learn whether the church could apply. It could and would be eligible for up to 2-1/2 months of payroll. We have the information required to fill out the application and either Camden National Bank or Bangor Savings Banks would be able process the application.
- Is it the right thing for us to do? Discussion involved everyone “at the table”. The biggest question was an ethical one: If we take this money, are we taking it away from a small business that needs it more? And how do we explain our decision to do so to our congregation and the community? Even if we take that money, pay for our employees as budgeted from our reserve and put all that money back into the community immediately, is it still the right thing to do?
- Motion made that we do not move forward on the Small Business Loan by Debbi, seconded by Terri, vote unanimous.
- Skip’s motion to use unrestricted fund to put money into the community tabled for discussion to a later meeting. Need a plan to put this before the congregation.

### **Holy week update**

- Maundy Thursday will be via Zoom invite starting at 7 pm. There are multiple readers and communion elements. Greg will be responsible for IT, Matt for music and Roy Hitchings is singing solos.
- Good Friday will be covered in a Loving Kindness practice at 3 pm via Zoom invite.
- Two festive Easter services will be held via Zoom invite at 9 & 11. There will be hymn singing.

### **Other Offerings in the church calendar**

- Wednesday meditations at 11 are done but a Wednesday evening offering is in the works after Ute’s post-Easter break
- Talked about a daily 8 am &/or 8 pm Zoom chat time, including the need for someone to host a meaningful conversation. Terri said that she would try the morning “coffee klatch” once Easter over.
- Tuesdays there is a continuation of the Lectio Divina at 1:30 pm. This is being led by a number of people who have been taking part, so Ute doesn’t have to lead all the time.
- Sara Trapani has offered to lead a yoga/relaxation time via zoom.
- Adult Education update: A spreadsheet is being put together by the committee for several months of activities (starting 2 weeks post Easter) including:
  - Book discussions with 4-5 leaders
  - Fireside Chats (Mimi & Skip)
  - Body movement & music with Deborah Cautela
  - Contemplative artwork + Strengthening the Immune System by Lucy Goulet
  - Journaling by Kathrin Seitz
  - Poetry (Mary Oliver)
  - Meditative practices with Jean Forest
  - Liturgy of Hours (Thomas Merton)

### **Ute time away 4/13-4/20**

- Vacation & Continuing Education

- Dick Hanks preaching 4/19
- Pastoral Care by Dick & the Care Team
- Ute will begin the first week of a required course for her 2-year Mindfulness Meditation program (CE)
- Will also spend time writing her Faith Communities column for the newspapers. She has alerted other clergy to the opportunity.

### **When People Ask “How Can I Help?”**

- We are using our website to take people to the Rotarian website (donate volunteer, get help list), Shields appeal, keep these in all our church communications, newspaper media, social media
- Ute shared her observations that connecting the dots between people, resources and volunteer opportunities is more than she can handle with her other responsibilities. Discussed the use of the not-yet-filled staff position being “held” in the budget to take on responsibility for making these kinds of connections.

### **eBay Account**

- An eBay account was set up by Ed Weber when asked by shields to sell some figurines. There’s \$600 in the account now. Could we use this account for people to make donations to the church? Andi will talk with Ed. Motion made to table discussion to next week by Tony, seconded by John. Motion passed.

Motion to adjourn by Debbi. Adjourned at 6:21 pm.

Next meeting: 4/21 (note 2 weeks) @ 4:30 pm via Zoom invite.

Respectfully submitted,  
Donna Crane