

Expanded Cabinet Meeting – March 31, 2020

Present: Jane Babbitt, 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 Zella

Motion to accept minutes from March 24th from John, seconded by Tony. Minutes accepted.

Discussion of Zoom platform

- Informal consensus that Zoom provides an interactive platform for people to share before and after the service. All agreed that this is very important at this time.
- Discussed limits of Zoom platform
 - Minimum of 10 hosts and have to pay for each host
 - Limited storage options for videos of service etc.
 - What is the purpose of storing these videos? For those who can't make the Sunday service & our extended community of snowbirds & others living "away".
 - Would like at some point for people to be able to see this on our website but how do we do this and avoid the issues of expense etc. that Peter has previously expressed?
- Immediate solution: a second single account has been set up for Elizabeth & CE.
- Motion: For the duration of the Covid-19 situation and the church closure we continue with Zoom as we are, offloading the video on the cloud each week, deleting the previous week's recording. Debbi moved the motion, Tony seconded, vote unanimous.

Discussion of Live Streaming Proposal from Geoff Parker

- Complete agreement by the group that it would be a mistake to lose the momentum on last week's discussion of Geoff's livestreaming proposal
- All in agreement that Plan #1, with an initial temporary wire placement, is the best plan for us. However, we need a firm, all-inclusive quote (including Geoff's guesstimate of electrician costs, balcony vs Matt's office for operator). Debbi will contact Geoff & try to have this for the next meeting.
- John will meet with Skip & Tabitha to determine which accounts the money can come from for our next meeting, get approval from Trustees & bring this to Cabinet as soon as possible
- Skip proposed we look at the costs as follows:
 - Acquisition/initial set up ~ \$12,000 + \$3-4000 electrician = not to exceed \$15,000-\$16,000
 - Need to also include operating costs (Sunday operator cost @\$25/hour/ ~\$2600/year from Personnel account) and Vimeo @ \$900/year.
- Once we know the financial factors we commit to the project and get in the queue to get the work done so we are ready to begin when the church reopens.

Review of Sunday Zoom Worship

- Muting issue solved with Ute muting everyone from her computer

- Some people are missing singing hymns. Yet there are copyright issues in playing people singing. Ute will speak with Matt further about this.
- Can Ute move her table just a bit because last week's glow from the altar gave her a beautiful haloing effect that some found contributed to the specialness of worship.
- Discussed putting a colorful backdrop or flowers behind Ute but decided that including the altar with cross was enough.
- How should we do Communion Sunday online? Ute will follow up with Deacons.

Changes to Easter Traditions during Covid-19

- No sunrise service possible
- Two Easter Sunday services, 9 & 11. People will be asked to call the office to be put on the Zoom invitation.
- Greg is willing to continue serving as IT for online services
- Maundy Thursday Tenebrae service was discussed. Terri will check in with Deacons. It can be done online from the chancel area. Terri will follow up.
- Good Friday service still to be determined.

Pen Bay Pilot questions

- Ute is responding to PBP's questions for an article on how churches made the decision to take worship online, the challenges and how people are responding to it.

Care Team Update (Claudia)

- Ute's message last week of "staying free from the tyranny of fear" has been very helpful for the team making the calls.
- People are responding positively to the calls, both those receiving them and those making them.
- Cards also being sent to many (Fred Rogers said, "a card is a virtual visit.")
- Next meeting 4/21 but if any needs develop between now and then they keep open to meeting.
- Good news that emails, addresses & phone numbers have been getting updated in this process.

Budget update (Skip)

- There has been a 14% drop in our Vanguard account since the end of January to today (\$3 million (2/11) to ~ \$2.5 million)
- Grateful of decision for cash in brokerage fund. Today we have \$173,000 in cash.
- Discussion regarding payroll.
 - Unemployment not available to our staff.
 - Is it right to give money to the community at the same time stop paying staff? We should see paying our staff first as an investment in our people, rather than looking at it as a cost.
 - Motion made by John to continue paying staff under our current budget. Tony seconded. Vote unanimous.
 - Donna will send written notice to all staff.

E-giving update (John)

- Paperwork completed. Working with Peter and Communications committee to put it on the website.
- Credit cards yes. PayPal no.
- Writeup regarding e-giving will be put in the TWAC, BEACON, Bulletin, etc.
- Weekly reminders of giving to the church will continue.
- The company we are working with service 10,000+ churches and offers webinars.
- We can separate out different funds for giving. Tabitha

New Ideas for How Our Church Can Further Help During Covid-19

- #1 rule: These cannot require extra work for Ute & Becky
- (John) Grocery & gas gift cards? Ute has purchased 10 grocery cards. Will pick up some for gas too. Will pass some along to the Care team
- (John) Open Zoom daily for people to share uplifting stories (testimonials) of their life experiences?
- (John) Horn honking parades & signs on people's birthdays
- (Ute) Open time for Zoom chats (perhaps not daily); different leaders could take turns to informally host. Keeps people reminded they are not alone (see John above)
- Adult Ed group meeting soon and perhaps they will have ideas
- Claudia will check with the Care team for their ideas
- (Tony) Outdoor spring cleaning for people in church who need help? Who would lead this?
- How about a fun vehicle for people to connect – not all about work, work, work!
- Ute being asked “What can I do?”
 - Food Pantry
 - Rotarian website listing all these things to be available soon (Richa Anderson)
Need link
 - Could Outreach be a beacon/bridge for these efforts? Zella will check with Deb Endl.
- There is so much we can do but it needs coordination by someone other than our current staff & Minister!

Discussion for next meeting

- New programs
- Adult Education
- Answers to “What can I do” when people ask

Next Zoom meeting: April 7, 2020 @ 4:30 pm

Respectfully submitted,
Donna Crane