

Expanded Cabinet Meeting – March 24, 2020

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

Ute gave a prayer, which included this from Thomas Merton:

You do not need to know precisely what is happening, or exactly where it is all going. What you need is to recognize the possibilities and challenges offered by the present moment, and to embrace them with courage, faith and hope.

Livestreaming Proposal from Geoff Parker

- The proposal is an attachment to these minutes for those unable to attend
- Advantages/Disadvantages include:
 - Plan 1 (Geoff's #1 choice for us)
 - Best experience from audience with one camera
 - Geoff familiar with gear so lower set up costs
 - Features available that we can grow in to (But won't use at first)
 - Least degree of obsolescence
 - Plan 2
 - Save money on camera & controller but in Geoff's opinion we don't save enough to justify the loss in quality of the experience to audience
 - Plan 3
 - Camera has one viewpoint. Cameras in Plan 1 & 2 can follow the action; with an operator can make a smooth transition from pan vision to tight close view of subject
- These proposals include only 1 camera – eventually could have more for a really fine streaming experience
- First camera placement just above the clock on the balcony wall
 - We can wire for other locations and add cameras later
 - Will people in balcony cause shaking of the image? Don't know.
- Controlling the cameras (Plan 1 & 2)
 - Operator in balcony or in Matt's office
- Geoff unable to get an electrician to quote for the work
 - this is an unknown value at this time
 - We could wire a temporary set up which would give us some latitude with changing the set up as we need to
- Would this gear work for the Pilgrim room? Yes and we could wire the room and take the camera between the Sanctuary and PR for the time being.
- Plan 1 & 2 will require the hiring of someone to run the camera and edit as needed.
 - Geoff thinks \$25/hour can get us someone with the knowledge to do this who also has good aesthetic values (as a part-time gig that they put together with other part-time work)
 - Geoff happy to train
 - Tony mentioned a church that found someone who was great for this as well as connecting with youth

- Additionally, RECORDING the livestream and putting it somewhere for people to watch at another time requires other decisions
 - Where to host the videos? Our website? (Peter Palermo prefers not)
 - Vimeo? \$900/year minimum to stream while stuff is being streamed & could end up with surprise bills if more than a certain number of people watch the video
- **WiFi** issues in our church building
 - Speed in Becky's office not as high as we thought we were receiving
 - Common issue to all internet services & when uploading/downloading from different computers and different areas in church this gets more slowed down
 - **Immediate solution:** Geoff (with Greg Worden's help) will run a CAD 5 wire from Becky's office to the Sanctuary to increase the upload/download speed of Ute & Greg's computers for Sunday worship.
- For the short term – seeing each other on the Zoom screen is really important. For the long term we are probably want to be able to livestream worship, educational programs, concerts, etc.
- NOTE: The sound improvement issues for the hard of hearing that is currently being researched and this proposal are solving two different problems and will not have one solution!
- It was mentioned that perhaps having the video/streaming setup could be a revenue source for weddings, memorial services etc. using the church.

Review of Sunday Online Zoom Worship (3/23/20)

- Muting issue seems solved
- Very meaningful service & fellowship afterwards
- People loved the south African choir singing the Lord's Prayer
- Quality of sound good
- Discussed that we would like to see better social distancing between people in Sanctuary – only one person at the computer at a time
- A concern was raised over Zoom hacking (mentioned in a recent *Washington Post* article) but think going to a password protected service would be too complicated for many

Won't You Be My Neighbor?

- Set up by Care Team + Membership & additional volunteers to keep in touch with everyone (members & friends) of the congregation (and others as requested)
- Kudos to Susan Yoder for setting up everyone in the recent directory into neighborhoods on a Google map.
- Everyone who volunteered to call will also be on someone else's list and get a call
- (As of the writing of these minutes all nonmember staff are also on the Neighborhood lists)
- Each caller has a list of possible questions and points of discussions to engage with the people they are calling
- All in the meeting very grateful about the work being done and expressed gratitude to those doing the reaching out.

Trustees update

- Electronic giving will be available on the website within 1-1.5 weeks
- Trustees voted to upgrade Tabitha's home computer so that she can work at home during this period of school shutdowns. (Her computer is currently with Don Fowles for this work.)
- An additional \$2000 has been released for Ute's Discretionary Fund as discussed at an earlier meeting to meet the needs of people needing food, gas and other straight forward needs during this period.

HT/SOS update

- As decided in the HT/SOS meeting last week, the store & SOS is closed in compliance with the closure of the church.
- Not accepting donations at this time
- Expect there will be a grand re-opening with donation day somewhere in the future
- Staff continue to work, utilizing safe distancing behind the scene

Motion #1:

- *The church will remain closed until such time as our state government, the Maine CDC and our wider church indicate it is safe to reopen.*
- Motion carried unanimously.
- Co-moderators will get this message out to the church and Becky for inclusion in all church communications.

Motion #2

- *The expanded Cabinet meetings will continue at least weekly for as long as needed.*
- Minutes will be taken at these meetings.
- **Next Zoom meeting: Tuesday 3/31 @ 4:30 pm**
- Co-moderators will pass this message on to all leadership

Vision Team update

- It was discussed and decided that the work of the Vision Team should be put on hold for this time of everything being shut down.

Other business

- Send your creative ideas ahead of the next meeting for consideration
- Easter Sunday discussion – 2 services? No Sunrise service? Business account for Zoom?
More to discuss

Motion to adjourn, Tony Bates. Seconded John Hufnagel.

Respectfully submitted,
Donna Crane