

Orinda Community Church
Minutes of Church Council
Wednesday, July 22, 2020

Council Attendance: Kurt Sunderbruch, Anne Barr, Lani Shepp, Kathleen Wiegand, Bob Winbigler, Karen Sanford

Clergy Attending: Elizabeth Robinson

Ministry Leaders: Andy Weber

Minutes: The 6/24/20 minutes were approved unanimously by email on 6/28/20

Site Security Status: Kurt is still working on the key audit. We have distributed a ton of keys over the years. He reviewed recent incidents of unlocked doors throughout the OCC campus. Council will do a sweep on the weekend to look for any signs of someone seeking shelter in the church. Andy Weber, B&G, advised rekeying the entire campus and then restricting the keys handed out. Council will decide about rekeying after reviewing the church finances.

Holden Update Fire Marshal Inspection: Andy Weber and a fire marshal employee went through the Holden property on June 10. The locked door issue was corrected. The fire marshal employee has not yet provided his report but we'll have to put in a panel that needs to be monitored and strobes. Will cost less (maybe half?) than the \$42,000 estimate with Holden and the church splitting the bill. Endowment can pay up to \$8,000 if needed. There's no urgency until the students come back to school. Andy will follow up with the fire marshal employee in the next day or so to see where we are.

Treasurer's Report: Lani reviewed her budget projections showing total expenses exceeding total income by about \$184,000. We have \$185,000 in the bank. NOTE: Lani updated her total expense figure on Friday, lowering it about \$17,000. Anne mentioned Endowment can now loan the church up to \$100,000 at favorable terms based on the money recouped from Jim selling his house. This loan could cover any of the church's expenses. An Endowment loan will allow us to function and saves us from having to go outside for a loan. Endowment also has \$12,000 to spend for this year that hasn't yet been earmarked. It could cover operational costs like the Holden fire alarm system and/or rekeying the campus for security. Endowment is still committed to paying \$3700 to put wifi in the Fellowship Hall. This will enable us to do rentals better but has been put on hold due to Covid-19. TOPS is hoping to open in August and start paying us rent. They may need additional space (for 3-6 kids) on campus for their older children's online schooling while the parents teach at TOPS. Lani will tell them we're willing to discuss their extra space request and their rent situation after Council has a budget workshop. We'll schedule a meeting with them to problem solve for both of us.

The Council needs to decide what we're going to do financially. Our financial situation is serious and we'll have to take out a loan to survive. We'll identify all our options to save money. We'll determine how to work with all the stakeholders (Holden, TOPS, staff, ministries, etc.) to share in this situation; we can't be the source of charity for all. Kurt will put together an agenda and schedule a separate budget workshop for the Council to work through the alternatives. We will then take our proposal to the congregation, possibly in Sept.

At-Large Member Reports: Karen reported M&J is on hiatus. It sent out info on the annual backpack drive and is now considering doing race relations education for the church via Zoom. Can team with LL&S and Leslie on this. Karen, Elizabeth, Leslie and LL&S will plan this training.

Vice Moderator's Report: Anne indicated there was an OSV Board meeting last night. Fred M. mentioned the results of the rent appraisal we requested came in and wasn't based on appropriate comps. He'll send Council the info and it will be on the next Council meeting agenda.

Engaging Congregation on next Steps: We need to do our budget workshop first so we won't go into this now. It would be useful for people to weigh in on their priorities and needs.

ACTIONS:

Lani—advise TOPS we'll meet with them a week after our budget workshop to problem solve their rent and space issues

Kurt—schedule a Council budget workshop within next 2 weeks and draft the agenda

Karen—work with Elizabeth, Leslie, LL&S on race relations training for the church

Kurt—add Fred M. to next Council agenda re: OSV rent appraisal info

Next Meeting: Wednesday, August 26, 2020

Kathleen Wiegand, Clerk