**Orinda Community Church**

**Minutes of Church Council  
Tuesday, July 30, 2019**

**Council Attendance:** Fred Matteson, Kurt Sunderbruch, Lani Shepp, Kathleen Wiegand, Bob Winbigler, Gail Mead, Karen Sanford

**Clergy Attending:** Jim Brommers Bergquist

**Minutes:** The 6/26/19 minutes were approved unanimously by email on 6/28/19

**Moderator’s Report:** The OSV Board is almost to the point where the next step is to approve the letter of intent (LOI). We need to do a legal review of the LOI—Gail will look for an attorney to help us. Then we’ll have a second hour meeting (9/15 and/or 10/12) to present information and obtain a vote.

**At-Large Member Reports:** **Bob** reported the sanctuary lights have a problem with the ballasts and overheating. Bob and Jim will talk to Tom Norris to brainstorm a long term solution. We still have a water leak and are working to find it. It’s leaking at night, suggesting a timer may be involved. **Karen** reported she delivered the backpacks yesterday. She and a few folks helped prepare and serve a CCIH monthly dinner in July. We’ve already signed up to do it again in July 2020. There will be an OCC Clean Up Day on Saturday, 9/28. Karen, Lani, and Jim are deciding what tasks will be undertaken. Folks will be able to sign up for tasks. M&J will probably do more homelessness projects under Elizabeth’s guidance. We’ll do the same CCIH Christmas project this year. Karen provided 3 Green Team handouts from Nancy Thursby on the OCC Recyling Policy; Directions for Waste Management at OCC; and a Waste Management Letter. OCC will advise those using our facilities of our recycling and waste management policies and the need for them to comply. **Jim** mentioned the church can only rent to non profits or those holding activities that fall under the purview of the church. Gail will talk with Dagmar about some additional rental possibilities. **Gail** reported we have a new immigrant woman to help. M&J will start fund raising so we can send her a monthly contribution of $50. Gail is working with Pete Hartdegen on an Access list of repairs and an ongoing maintenance checklist. She is still working on the library. Jim reported on the LL&S projects. There will be a second hour on “Christianity 101.” On 8/25 there is a program sponsored by the MultiFaith Action Coalition to address issues of poverty and homelessness at LOPC. There’s lots of action on Palestine and what’s going on in the Middle East. Elizabeth may do something involving poetry in January. **Lani** reported that Winter Nights will be very different this year. It will run the whole school year from 9/9 through school’s end in June. We will participate 11/4-18 (this includes a 3-day weekend). Lani will start signups in September.

**Treasurer’s Report:** We discussed how to handle the AP’s travel expenses and Gail will move money to the appropriate holding account. Kathi K. has volunteered her friend who is a QuickBooks software trainer to help us streamline our financial statements/accounts.

**Senior Minister Report:** There is a Worship planning meeting on Friday. Jim would like to do some worship planning farther in advance. The second Sunday of the Month will have more emphasis on music which is one of our strengths. We’ll talk more about this at the August 25 Leadership Retreat. We’ve had several new people at church in the last few months. How do we get them involved (neighborhood potlucks, small groups, mentor couples)? Jim is very grateful for Elizabeth and for Leslie’s hard work with youth.

**Vice Moderator’s Report:** We need to make sure our database system has continuity if we are to start using it as our official records source for deaths, births, marriages, members, and baptisms. Kurt met recently with Dave H., Dagmar, and Kathleen and we do have the documentation and a system of monthly backups to support the database. Every month Dagmar will export a snapshot of the database into Excel and save it so we can redo if necessary. We’ll retire the church records ledger at the end of 2019 and start using the database for records keeping and statistics. Kurt has sent out the 8/25 Leadership Retreat invitation. The retreat will get everyone aligned with the ministries and help resolve any gaps or overlaps. We’ll brainstorm the church’s future direction. Lani and Kurt will decide if the state of the church’s finances will be included.

**Next Steps:**

Gail—find an attorney to help us review the letter of intent from OSV Board

Fred—schedule a second hour meeting regarding approval of the letter of intent

Bob/Jim—meet with Tom N. to brainstorm long term solution for sanctuary lights

Gail—talk to Dagmar about additional rental possibilities for the church

Gail—move money to the appropriate holding account for AP’s travel expenses

Lani—talk to Kurt on whether or not to include finance information in the 8/25 Retreat

Next Meeting: Wednesday, September 25; 6:30 pm; library

Kathleen Wiegand, Clerk