**Orinda Community Church**

**Minutes of Church Council  
Wednesday, November 8, 2023**

**Council Attendance:** Anne Barr, Bill Abriel, Lani Shepp, Kathleen Wiegand, Gail Mead

**Clergy Attending:** Elizabeth Robinson

**Minutes:** The 9/27/23 minutes were approved by email on 10/10/23

**Pastor’s Report:** Reverend Elizabeth Robinson reviewed plans for Advent Wednesdays including a joint service of Taize music with The Good Table; *The Velveteen Rabbit* annual reading; and a solstice service and labyrinth walk. The Advent Workshop is on 12/3. She is collaborating with local youth ministers and wants to hire Erin King to do a mandala worship with youth. She has two memorial services coming up for Joan Moderes and Bob Orr. She discussed possibilities for the interim pastor during her sabbatical. We need to mobilize and discuss all sabbatical issues by mid January. Lani Shepp will do some rough cut assumptions to budget this. Elizabeth will work with the Endowment Board regarding a new person to handle the Alta Mesa Reading Series. We discussed the need for us to provide logistical help to our seniors who no longer drive. Suggestions included Orinda Seniors Around Town and Gail Mead will call to see if they handle trips outside Orinda. Elizabeth will relay Uber driver info to some of our congregants. Elizabeth mentioned a Mongolian Baptist church wants to rent campus space once a week. She’ll work with them to define what they want to do and relay some limitations we discussed. And lastly, Elizabeth reported our flag was stolen again.

**Treasurer’s Update:** Lani Shepp reported we are okay on the budget. She is working with the tax assessor to get our proper exemption status (100% exempt from taxes) into their system. Toilets have been replaced in the women’s and men’s bathrooms and at TOPS. The sewer system will be fixed on Thursday so the office will be closed (no water). We’re a bit behind on our pledge income so Gail Mead will email those who aren’t complete yet for 2023.

**Auction Update:** Gail Mead indicated we made about $12,000 on the auction, which was less than our $20,000 goal. We discussed using a different fund-raising method for next year. Possibilities include a Jazz Night in the Fellowship Hall with a café/caberet set up, or helping fund a designated need.

**Holden/TOPS/Vista Verde:** Per Anne Barr, there is a group that wants to use the Agape Center. Holden now uses 3 Agape rooms (left, in corner, right) plus both bathrooms (for their office staff) every day. They’d like to use the small closet room to the right of the girl’s bathroom for counseling and would give up the big classroom on the right with the windows on the yard. All the rooms contain lots of stuff and Holden would like to be able to control the décor of the rooms they use. Holden now has a standing agreement to use the Agape Center, not specific rooms; they just check with the church office. They are willing to pay and want priority usage of the three small rooms (but not exclusive use). We need to clean up the space so we can rent out the closet, the big classroom on the right that could be divided in two, and a bathroom. The church would maintain exclusive use of the big classroom and would need to approve room décor. Anne will get input from Amy Parlett and then a subset of us can work on the details. Anne will do some research on appropriate rental fees. Anne mentioned the need for a liaison between OSHF and TOPS. The hillside is encroaching on the retaining wall that affects TOPS and OSHF needs to address this for the Vista Verde construction. Anne suggested having OSHF communicate periodically with Council who will then keep TOPS (and Holden) in the loop. Anne will check with OSHF on providing a 10-minute report at each Council meeting to improve the flow of info to the Council.

**B&G/Next 80 Updates:** Bill Abriel advised there are a lot of little projects to be done that are adding up. We need to find a low-cost subcontractor. We need to move on an evaluation our HVAC system. We need to pay for walk throughs to get a priority list. We have limited funds and will spread out the work. We need a new model for maintenance of our buildings. Bill will discuss this with Tom Norris, Pete Hartdegen, and Mike Kersten. Gail Mead recommended using Bay Area Consumer Checkbook for contractor referrals based on quality and price. She’ll send info on 4 HVAC subcontractors to Bill.

**Security:** Bill Abriel mentioned we don’t have anyone checking locks now that Lucina and Lucas have gone. Security companies are too expensive. Police will not check locks but will do a nightly drive through. We can’t expect to have 24/7 lock checks unless someone is living on the property. Susan Hill from OSV is available to do some lock checks and Rita Key from OSV may be able to buddy-up with her. Anne Barr advised Bill to check with Susan and Rita and have the police do nightly drive throughs. We’ll revisit this in 3-4 months. Elizabeth Robinson will check to see if someone in the boy scouts can check locks (for pay), maybe twice a week on Mondays and Wednesdays when people are in the Fellowship Hall at night, or even 2-4 times a week.

**Executive Session:** The Council moved and approved going into a closed, executive session to discuss personnel matters.

**New Business:**

Anne Barr clarified that we will hold the next Annual Meeting on Sunday, 1/21/23.

**ACTIONS:**

Lani-do some rough cut assumptions to budget for sabbatical interim pastor

Elizabeth-work with Endowment Board on new person to handle Alta Mesa Reading Series

Gail-call Orinda Seniors Around Town to determine their driving territory

Elizabeth-relay Uber driver info to Anne and Lee

Elizabeth-continue working with Mongolian Baptist church on their rental request

Gail-email those who still owe on their 2023 pledges

Anne-get Amy’s feedback on Agape space changes; research rental fees for space

Anne-check with OSHF on providing a 10-minute report on Vista Verde at each Council meeting

Gail-send info on 4 HVAC subcontractors to Bill

Bill-discuss campus maintenance issues with Tom, Pete, and Mike

Bill-check with Susan Hill and Rita Key on lock checks; have police do nightly drive throughs

Elizabeth-check with boy scouts on checking locks for us during the week

Kathleen Wiegand, Clerk