

## CHURCH & MINISTRY MEETING MINUTES

March 1 2021

9:00am

Attendees: Shirley Ahlers, Pat Frey, Kate Poe, Dave Rohrer, Kim Zeigler, Pastor Chris

- I. Meeting opened at 9:01am with a prayer by Dave Rohrer
- II. Motion to approve February 2021 meeting minutes by Pat Frey, seconded by Shirley Ahlers.  
Motion passed.
- III. Old Business:
  - A. Broadcast equipment update: Pastor Chris reported he has completed a draft copy of a Standard Operating Procedures document for technology use in broadcasting Sunday services. He reported that the camera did not work for Sunday's (Feb. 28) service which caused the Uber connection not to work. Problems occurring with our broadcast technology may be related to the equipment being turned off and disassembled after each Sunday service for safety and security reasons. When re-started for the next service, the equipment settings sometimes change resulting in broadcast issues. Council discussed this issue and how we could avoid disassembling the equipment after each use. Do we need to have a professional provide some advice on this issue? Are additional outlets needed to keep wiring out of the way of people walking in the front of the Sanctuary? The other issue discussed was Pastor Chris's cellphone as a backup when problems occur with the new camera system. What happens if Pastor Chris is not present for a service when the backup is needed? Pastor Chris is going to contact the SDK Company for advice on these issues.
  - B. Palm Sunday March 28 – Procedures are in place if we have in-person services on Palm Sunday. Palms will be placed on a table in the back of the Sanctuary for congregants to pick up on their way in to their seats. Kim Zeigler will take care of placing palms on the alter and in front of the Sanctuary.
  - C. Easter Sunday April 4 – Procedures are in place if the Easter service is an in-person service. Communion packets will be placed on a table in the back of the Sanctuary for congregants to pick up as they enter and go to their seats. Pastor Chris indicated the communion packets are not "tasty", but functional. Kim and Pat will make sure the Easter banners, alter flowers, lilies, and the flower cross are put in place on Saturday, April 3.
  - D. Pulpit Supply - Pastor Chris indicated he will be sharing the Standard Operating Procedures manual for Sunday service broadcasting with Lewis Burgett and one other person to make sure they are comfortable with operating all necessary technology for a successful broadcast.
  - E. Council Member Replacement – Kate Poe has agreed to stay on this council after her term on Consistory concludes. There will be another new member joining this council from new Consistory membership.
  - F. Organ/piano Substitute List – Edward Wilson has agreed to remain on the substitute organ/piano list for our church.

IV. New Business

- A. Possible church re-opening in March – Consistory will make this decision based on current local COVID positivity rates and responses from the survey sent out to congregational members.
- B. Thank-you to Sylvia Havens – Pat reported that a flower arrangement was sent to Sylvia as a thank-you for her many years of service on the Church and Ministry Council
- C. April Meeting – Council members discussed the need to meet in April. With very little agenda items, it was decided to **not** meet April 5. Our next meeting will be Monday, May 3 at 9:00am in the Upper Room.

Next council meeting will be **Monday May 3 at 9:00am** in the Upper Room.

Motion to adjourn the meeting by Kim Zeigler seconded by Pat Frey. Motion passed.

Meeting adjourned at 9:38am.

Respectfully submitted,

Dave Rohrer, Council Co-Chair