

**Central Board Meeting Minutes**  
**September 2, 2020**  
**Second Congregational Church**  
**via Zoom**  
**6:30 PM- 8:30 PM**

**Proof Notice:** Meeting was announced in the Spire

**Those in attendance:** Dale Miller Bouton, David Brandt, Dale Earl, Andrea Trefry, Kathy Taylor, Doug Marquart, Lauren Swiniuch, Rev. Peter Preble

**Action Items**

- Approved minutes from August 12, 2020
- Voted Dale Earl Chair of Central Board
- Accepted report of Reopening Task Force- unanimous vote

**Discussion Items**

- Welcome new Board members: Doug Marquart and Lauren Swinuch- they will be recognized at the September 6, 2020 worship service.
- Update from Rev. Peter
  - Approval of Reopening Plan for Beacon School ( see below for more information)
  - Outdoor Worship 9/6 with Communion
  - Need technology updates to computers- discussion about updating our computers and how to do that
- Discuss Central Board Election/further action
  - Elected Dale Earl as Chair, Dale Miller Bouton remains Secretary
  - Working Teams assignment
    - Finance- Dale Earl
    - Mission/ Social Action- Dale Miller Bouton, Kathy Taylor
    - Technology - David Brandt
    - Christian Ed- David Brandt
    - Safe Church- Doug Marquart
    - Sanctuary/Worship- ( combine these two groups) Lauren Swinuch
    - Reopening Task Force- Ad Hoc - Dale Miller Bouton
  - Next meeting we will invite Chairs of these committees to inform us about their work
  - Personnel Policies should be shared with the staff

- Discuss Church Building Reopening
  - We looked at the agreement with the school that the Reopening Task Force agreed to. Mac has conducted the negotiations with the school and finally reached an agreement. Basically the school and the church will try to maintain separate spaces. The school will not be allowed access to the Sanctuary, Chapel, Balcony, or Parlor or the handicapped entrance. Until October 11 they will use the front door for entry or egress with access to the handicapped entrance after that. Discussion is ongoing about how and when to open the building to outside groups such as Boy Scouts and AA.
  - Brad will clean the entire church with the “Backpack” and we will share cleaning supplies. This is an advantage for us to have this cleaning equipment.
  - This plan allows us to access our part of the building in case of a COVID outbreak and we do not have to close the entire building.
  - The Board of Health was not consulted on this plan.
- In Person Worship resumes October 18, 2020
  - Service will be live streamed but will open to those who wish to attend in person. Attendees must follow protocols: mask, social distancing, ushers to sit and help exit, etc. No hymnals or Bibles will be allowed. Masks and hand sanitizer will be available.
  - Pre-filled Communion kits will be available. Peter will have masks and gloves when distributing the elements.
  - Decided against plexiglass barriers at the pulpit or chancel. There is enough distance from the congregation.
  - Helps to restore some normalcy to have people to return to in person worship. Worship is going to look very different.
  - We will need to reevaluate our plans to see how things are working. Need to carefully plan Christmas services probably around Thanksgiving
  - All of this depends on State and Conference guidelines and COVID outbreaks
- Reopening the church to other groups
  - How to share space with other groups like AA and Triumph Center, Boy Scouts
  - Does income from these groups cover the cost of cleaning?
  - Reopening Task Force will take up this discussion
- Settled Pastor Search/Discuss next steps
  - Need to establish a Committee of 6-8 people who represent the church, equal distribution of age and theology
  - Preliminary Work has been done for the Profile perhaps as much as 85% of the job.
  - Parsonage part of the package for minister or not? Must be decided before we send out the Search Packet. Need to discuss with Finance Team. We will discuss this more at our next meeting,

- Probably best to send out Profile in January
- Central Board appoints members to the Search Committee. We will put out a call to the congregation for volunteers with a job description and parameters of the search. Kathy will send out a notice to the congregation.

#### Plan Future Forward Chats

- Topics could include by law changes and reopening guidelines
  - September Forward Chat- 9/20 ( rain date 9/27)
  - November Forward Chat - bylaw changes - 11/15
- Nursery Caretaker job description
  - Rev. Peter will discuss this with Diana- this is not a Central Board issue
  - At this point we don't have a Nursery and so we don't need a Caretaker

Next meeting: September 29, 2020