

## OPERATIONS COUNCIL MINUTES FINAL

Tuesday, August 20, 2019  
Children's Chapel

Attending: Susan Bartlett, Laurel Farnsworth, Judy Curby, Jud Leonard, Sharon Sisskind (by phone), Erin Splaine, Amanda Graff, Chris Krebs (BoT)

Called to order

Invocation/Chalice Lighting/Reading -

### **Covenant**

As we, the members of this Council and staff, gather to serve this congregation in leadership, we commit to ourselves and to each other: to be present and prepared for the work of this meeting; to listen well and contribute respectfully; to balance both our short and long-term visions with fiscal responsibility; to support the decisions of the Council; to uphold the democratic process; and to lead with goodwill and faith in the work we can accomplish together.

### **Elect Chair & Vice Chair**

Susan Bartlett was re-elected as chair and Laurel Farnsworth as vice chair unanimously.

### **Approvals:**

Dorshei rental--rent them the Alliance room on Tuesdays from 3-6pm for classroom when Hebrew School is in session to accommodate a mobility impaired child. This agreement is for this school year and will be revisited next year to see if it is still needed. Laurel moved; Judy seconded; unanimous approval.

Beth Walton consulting--up to 40 hours consulting at a rate commensurate with her prior salary. Judy moved; Jud seconded; unanimous approval.

Memorial service--move \$535 to Memorial line from contingency. Judy moved; Laurel seconded; unanimous approval.

We confirmed an email vote (taken 6/25/19) for up to \$1200 for Jaelynn Linares to consult on database and web issues.

### **Staff Update:**

Staff update centered around Amanda's coping without an assistant DLRE. The person who was offered the position turned us down for various reasons. Their letter may be shared with us if PPC agrees that is okay to do so. Amanda would very much like to find someone who is a very good fit for us and the search is being reopened.

We are looking for a part time membership coordinator. Sharon will reach out to Pat Rohan, chair of membership committee to begin official search process.

### **Financial**

We approved retroactively a \$535 contribution to the memorial service for Bev and Tom Droz's son.

\$1500 for DLRE expenses was inadvertently left out of the budget. Amanda indicated that she didn't foresee an immediate need for the additional money, so we could wait until a later date to approve that use of the Contingency budget if it turned out to be needed.

## **Updates**

We reviewed liaison assignments and the coming on of a new Ops Council member given Rand Stone's resignation from Ops. These will have to be reviewed again with the new member.

Discussion of the database: Fran is adding visitors and Amanda is adding new RE families. We need to get RE information into Realm and figure out what changes in the database are needed. Discuss further with Elisabeth Greer. Web re-design: little work done on this.

The proposed parking lot extension is still on hold and we will continue to use the bank lot until that changes.

We had a substantial conversation about epi pens. Erin and Amanda were going to look into what other congregations do. Laurel was very concerned about our liability if we provided the pens and actually used them. We should have legal counsel if we want to consider this further. Sharon noted that they are very expensive and that they expire so we would also be responsible for making sure that they were current. Laurel noted that mechanical action shots like an epi pen can actually jam and not deliver its contents which could also be a serious problem. No decision was made.

We still need to schedule the Ops Retreat and the November and March committee meetings. We still need to review the Safe Congregation Handbook.

**Meeting adjourned**