

Christ Congregational Church
Executive Council
November 7, 2016

Present: Gwen Garrison (Moderator); John Malone (Moderator Elect); Tim Carrigan (Past Moderator); Matthew Braddock (Senior Minister); Patty First (O&E); Kristen Brown (CE); Larry Duff (Trustees); Matt Dinkel (At-Large); Dean Ripple (Treasurer); Susan Gray (Deacons); Anne Weissenborn (Social Witness/Auditor); John Wack (At Large); Judy Cox (At Large); Sarah Ingram (Clerk).

Gathering, Opening Thought, Introductions and Prayer: Gwen Garrison, Moderator, gathered the Executive Council (EC), shared an opening thought and led the group in prayer.

Call to Order and Review of Agenda: Gwen called the Executive Council (EC) to order at 7:47 pm. The Agenda was approved with an addition from John Wack about safe handling and retention of personal information (motion by Larry Duff; second by Patty First, motion passed).

Approval of October 3, 2016 Minutes: The minutes were approved with edit suggestions from Larry Duff on p. 2 (motion by John Wack, second by Susan Gray; motion passed).

Brief Verbal Updates

- Celebrating Success
 - Yard Sale -- Susan Gray reported on the total amount raised (\$2,660.95) and that proceeds will be divided between the Board of Social Witness and the Retreat House.
 - Breeze Implementation – John Malone reported that the Breeze team is now focusing on getting Christ Congregational Church (CCC) members to complete the set up and log-in process. The team is contacting each Board to identify a Board administrator to be trained and to handle tags and other Board-wide tasks. Church school, O&E and the Because We Care team are at various stages of completion. The group email aspect is already in use. The team is setting up Breeze for church-wide items like e-blasts and the church calendar as well as team-level items like scheduling calendars. A member asked whether someone has to be a formal member of CCC to be in Breeze; answer is no. For example, CCC is already using it for the Takoma Park church youth engaged in joint youth group activities.
 - Additional agenda topic: John Wack noted recent ID theft and hacking stories and asked about the safeguarding of personal data, such as when the third party company screens applicants for “safe church” certification. Matt

- Braddock outlined the screening process, and where and how data is handled. Matt and Gwen also noted ongoing work at CCC between the Records Retention group (Jackie Walters, Susan Hill and Susan Gray) and the Data Privacy group. Those groups are scheduled to report in after January 1st.
- Because We Care (BWC) Launch – Gwen reported that in Breeze someone can assign a follow-up task and track getting the task (visit, call, etc.) done. The BWC team is doing training on how best to use this feature for their activities.
- Reminders
 - Planning Events – Dianne Abraham document – Gwen and Susan highlighted key points and urged members to pass the document along to anyone who may be planning an event. At this point, the document is not housed on the website, but the Breeze team is exploring the use of a central repository accessible only to Breeze users.
 - Advent Calendar – Susan Gray will publish a flyer with all of the Advent activities and events, starting with the weekend before Thanksgiving. Also, Matt and Susan are updating the Advent/Christmas page (home page/Our Worship tab) on the CCC website. The calendar will include the addition of a fellowship pot-luck breakfast on Sunday, November 20th in lieu of the regularly scheduled classes.

Next Steps in our Governance Conversation

Gwen walked the members through the current draft of the PowerPoint document that would be used at the November 13th town hall. Any suggested edits should go to Gwen ASAP for possible incorporation before the town hall.

Gwen facilitated a discussion about each slide and about where the Executive Council members, and the congregation, are along the change path. For example, people have asked for a crisp articulation about the reasons for change (slide 2). The presentation remains fairly conceptual to ensure that the congregation is making progress collectively down the path. The group discussed the balance of concept and detail and how to explain the path to the congregation, including the need to experience some ambiguity while we grow and live into it. For example, Gwen urged the group to remember that the “areas of engagement” coordinators are more about communication than decision-making. The group agreed that the Coordinating Council will need to retain certain legal and fiduciary responsibilities but also try to stay out of the “weeds” and focus on the strategy, goals and mission of CCC and the activity teams.

Gwen shared what she is hearing from other congregations of all denominations.

November 13th Town Hall: The group discussed a possible exercise to advance the discussion with the congregation (populating the “areas of interest” bubbles).

January 2017 Executive Council meeting: Gwen and Larry Duff proposed that the January EC meeting on January 9, 2017 be a joint Trustees and EC meeting so the combined group can explore the Coordinating Committee model. Gwen asked Boards to go through their activities and responsibilities and discuss where each would go in the new model. That discussion should include what roles or tasks should attach to the new “area of interest” coordinator assigned to the Coordinating Council, and whether the model should split some proposed “areas of interest” (such as Spiritual Formation and Care) or use more than one coordinator.

January 2017 Congregational Meeting: Tim Carrigan noted that a snow date should be reserved as that proved key a year ago. There was discussion about timing the communications ramp-up for the congregation and about the level of detail needed for the actions to be voted upon. There will be more discussion about what in the Constitution and By-laws would be suspended, what put in its place, the duration of the suspension before a renewal or a rewrite of the governing documents, and the clarification or vote on personnel and officers to ensure orderly operations and congregational roles.

Update from our Pastor. Updates were shared throughout other meeting topics.

Adjournment and Prayer. Gwen adjourned the meeting at 9:57 pm and Matt led the group in a closing prayer.

Respectfully submitted by Sarah Ingram, Church Clerk