

**GASHLAND EPC COORDINATING TEAM
MEETING MINUTES
July 7, 2022**

Date/Time: Tues, July 7, 2022, 6:30 PM - 7:45 pm	Location: Large Classroom	
PRESENT (P) ABSENT (A)	PRESENT (P) ABSENT (A)	GUESTS
Ritchey Cable (ex-officio) P A	Steve Moberg P A	
Russ Ellison P A	Don Vande Polder P A	
Dennis King P A	Ron Wilson P A	
Mark Lancaster P A		

Opening Prayer -

1 Personnel -

- Caleb job description – Personnel Action Notice – are we good?
 - Updated job description filed?

From Session Minutes: “Adopt Director of Missions job description as presented to Coordinating Team and Session as additional duties to be offered to Caleb Mason with compensation of \$4,000 for year 2022 (paid prorata beginning in July for the balance of the year). 2022 compensation will be taken from existing Missions budget. 2023 annual compensation will be set at \$16,000, which is in addition to Director of Student Ministries compensation.” The motion passed unanimously.”

All approved. Should be on Caleb’s pay next week. Don needs to talk with Phil about a separate line item/increased line item for 2023.

Michael will be back on the 19th of August.

2. Debt Elimination Campaign – anything needed from Coordinating – **check point. Nothing needed**

Michael would like us to consider bumping him next year after debt is paid off. Phil has a payment plan to be paid off by 3rd quarter of next year. What is that total amount of add going to be and where is it going to come from. Still needs to be budgeted.

Current commitments to be communicated in the next 2-3 weeks.

2 New Items:

- - Facilities Use Policy - Aquarium Society and what do we need to do.

On Jul 1, 2022, at 11:49 AM, Kathy Welch <kathy@gashland.org> wrote:

I am needing approval for the American Aquarium Society to use our ministry center. They have filled out 3 new forms. I have gone ahead and approved them for July 9th since it is coming up and its just a meeting.

I know that there have been some concerns raised about them continuing to use it for their Quarterly Auctions, due to it being an auction as well as there being live fish and water.

Members of the church are allowed to use the facilities. Need to firm up our policies? Fund raisers put us into a gray area. Is the aquarium society in their auction charging sales tax? Legal?

Do we need a different policy?

If no response from Property, we can set the policy but not the fees

Definitely need to cover the costs if its not part of our ministry. Ernie's costs should be covered in there too.

Coord team sanction a commission to look over the policy and on call to make a decision on if she has any questions, we can have 3 people to make a decision in 48 hours. Steve, Russ, and Mark to be part of that from Coord, one from Property. John Wopata has some concerns. Or maybe Barry Cooper. Send a note to Barry and Property to dig up the documents and start going through it. Summer socials are good to go, and can make their own plans for child care.

3. New item - CCB:

From Chris Stackpole e-mail - "CCB is the "proper" location as that is the designated church information tool. However, I'll say that it is very hard to organize, use, and find documents in CCB. Which is most likely why there is also a very large Dropbox usage and why so very few people actually use CCB despite years of multiple attempts...

Adding files to the church server is trivial and I can have that running in mere minutes with a short introduction on how others can use it as well. I am not opposed to this use and am happy to assist - however, I know I don't have the authority to make that decision. But yes, it can be easily done and access can easily be granted

We need to look at other options. We need better specialization. Do we need an answer to Ellie and Chris? Ritchie to bring back a proposal.

Copier cost – does trifold, also does 12x8 copies which are good for the Porch. We can print them in house for a fraction of the cost, but is an expensive proposition for Antioch Printing.

Service plan includes x number of copies.

Considering a non CCB device for file storage. Don to communicate with Ellie and Chris. Also e-mail Barry about facilities use and Mark will be in touch and there will a team to evaluate facilities use.

- Closing Prayer -

Respectfully Submitted,

Donald R Vande Polder, Jr.
Coordinating Team Chair

Meeting tomorrow night on July 7, 2022, at 6:30 pm, at church, noone has asked for virtual, so I think we are good in person. I myself have a sore throat but have tested negative as of Friday, so I am comfortable showing up in person if you guys are good with that.

3 main things on the agenda. Making sure Caleb is good for Director of Missions as of July 1st, with the pay jump of \$4K for 2022 that should go into effect at that date. Personnel action notice to Miller Management. This is for 10-15 hours/wk dedicated to Missions and Outreach. In the minutes as approved by Coordinating and by Session as well.

Facilities use policy.

And what we want to do with CCB and how to handle that (Chris Stackpole e-mail)