

**Virtual Leadership Team Meeting
Minutes
September 14, 2020**

Present: Lynda Pyzer, Thelma Bretel, Cathy Zroback; Rai Therrien, Peter Fox, Elora Cavner, Heather Gropp, Meg Illman-White

Guest: Cheryl Dyck

1) Opening Devotions: Deferred

2) Approval of Agenda:

The only agenda item for this meeting is the continued review of EMERGENCY PLAN.

3) Approval of Minutes: Deferred to next meeting.

4) Business Arising from Minutes:

Continued review of the Emergency Plan as follows:

Discussion accompanied many of the changes.

CHANGES: #6 Recommended Practices - remove "may or may not". These practices would be followed for sure in a health emergency.

Protocols during pandemics

#1 There "will be" not "should be"

#2 Remove "denied entry" substitute "Anyone experiencing a symptom will be asked to return when they are well and/or symptom free"

#3 It is suggested that greeters have an online congregational list that they could check off and confirm locating information. Ultimately it was decided that the House Group Coordinator would decide the logistics of congregational recording.

A message will be sent to congregants requesting locating updates.

In the last sentence of this section change "may" to "will" each person attending services or events.

#6 "others who are not"

"alternating pews" not "some pews"

Put a period after "blocked off"

#10 Minister will remain physically distanced in the chancel. Discussion followed about others wearing masks while on the chancel. All activities by anyone coming on to the chancel will be preceded by hand sanitation.

#12 Issue of Godly Play bothers Meg Illman-White

Remove "protocol followed like schools"

The nursery program will be cancelled until it is deemed safe to resume.

#14 Add and sanitize

#15 M&P will provide necessary training for strict disinfecting and cleaning protocols for the custodian.

#20 The offering plate will NOT be passed. Offering may be deposited directly into the "KNOX BOXES"

#21 Chair of Leadership Team will send out a series of communications prior to the first service taking place to inform congregants of protocols to be followed.

MASKS: iv) Add "or volunteer".

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LAST SECTION

Second last sentence substitute "approved sanitizer" for "alcohol based"
7-2 not "denied entry". Substitute "asked to return when they are well/symptom free"
9 there will be no choir in Sunday services
#10 there will be two separate lecterns

Motion #1 Moved by Elora Cavner and seconded by Thelma Bretel.
THAT the EMERGENCY PLAN be approved as revised.
Carried

An approved plan will be sent to M&P, Leadership Team and Ruth Girard.

5) Adjournment

Date of next meeting Tuesday, October 13, 2020

6) Closing Prayer - Led by Meg Illman-White



Signature of Chair



Signature of Secretary

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Motions:

Motion #1 Moved by Elora Cavner and seconded by Thelma Bretel.
THAT the EMERGENCY PLAN be approved as revised.
Carried

Reports and Tasks Pending from September 8, 2020

Tasks	Person(s) / Responsible
Make agreed upon changes and circulate PLAN to Leadership Team, M&P and those who helped with the draft of the plan so preparations can proceed for possible reopening off the church	Lynda Pyzer