

Community Life Check In  
9-22-2018

Present: Ethan Tan (elder), Katie Tan (coffee point person), Dan Vader and Jeff Knightly (fellowship meal coordinators), Jim Kurtz (usher/greeter coordinator).

Minutes: Ethan Tan

The meeting began with a reaffirmation of the purpose statement used in previous Community Life meetings: "The purpose of this gathering is a bi-annual check-in of what's going well and what are the challenges or needs these various ministries experience, and that by meeting together we may provide new ideas or cohesion."

Katie said that she'd volunteered to be the new coffee point person, tasked with relaying communication between coffee volunteers and the committee. There are five coffee volunteers, each in charge of one Sunday of any given month:

1st Sunday: Ken Beidler,

2nd Sunday: Katie Tan

3rd Sunday: Shelley Crognale

4th Sunday: Ariel Ressler

5th Sunday: Elizabeth Hamilton

Responsibilities include setting up coffee and tea and taking out trash. Coffee volunteers are supposed to let Dorianna know if supplies are low. There were no concerns to report, other than that the snack coordinator should assist with washing and cleaning up. Katie will follow up with Marcy.

Jim Kurtz, who sets the schedule for ushers and greeters, outlined their roles. Ushers are to hand out books and collect them when service is over, and make rounds every 20-30 minutes during service and snack time to have some level of security. Jim noted the round-making hasn't been practiced consistently lately, but said it would be. Greeters give out bulletins, give out letters, do attendance, and have guests sign the Guest/Visitor's book. Greeters are tasked with sending a note to visitors. Greeters used to also give welcome packets to visitors that contained, at least, a flyer about WPMF, but nobody could say if any packets were still available or if they needed to be updated. Ethan is to follow up with Dorianna. Previous Community Life committees discussed using name tags every fellowship meal Sunday to help newcomers mingle. This has not been happening. Jim is now resolved to ensure name tags are distributed every fellowship meal Sunday. It was suggested that the Youth Custodian assist with cleaning up the sanctuary, which the committee agreed was a good idea. Jim had no other concerns to report.

Jeff Knightly and Dan Vader are the two fellowship meal coordinators. They take turns announcing the meals, setting everything up, and cleaning everything up afterward. There are currently no written instructions, and no backups, because they've never had an instance of both being unable to follow through on tasks. If anything related to fellowship meal falls short, Jeff and Dan expressed faith in individuals in the church to step up. Dan suggested providing hand sanitizer at meals, which the committee approved. Dan is to follow up with Dorianna. Tables and chairs are in good supply and good condition. No other concerns to report.

Snack coordinator Marcy Zimmerman was not present at this meeting. Ethan will forward minutes to her. Because Community Life is scheduled to check in again six months later, the committee decided to pick a date next spring.