

**CPC PNC**

**3/4/19**

**6:30 -8:30 pm**

**Present:** Jeanne Bolick, Linda Oglesby, David Bohm, Louis Lambe, Matthew Simmons, Sherry Bradsher Emma Anderson and Gloria Johnson (COM Liaison)

Note: An email was received prior to the meeting that Gloria Johnson would be able to attend tonight's meeting so the agenda was modified to take full advantage of her time and expertise.

Gloria opened the meeting with prayer.

The team provided Gloria with an update. She commented that our progress was commendable.

The team spent nearly all of the meeting engaged in conversation with Gloria working on MIF Narrative Question #5. The team acknowledged having an ordained minister talk about their skills, strengths and how they engage others for supports was beneficial. The team also reviewed the Transition Report in order to gain additional insights.

The team also worked on MIF Question #3. Modification were made and through consensus, the team acknowledge MIF Narrative Question #3 was in final draft.

The team agreed to work remotely to complete a draft response to MIF Question #4 and #5.

Goal remains to have a completed final draft MIF 3/18/19. The team continues to recognized that this is an aggressive timeline but given the breakthrough work accomplished tonight agreed not to modify the timeline but to discuss this at the next meeting.

The team acknowledge the value of Transition Report in our work and agreed that meeting with the transition team could be even more helpful in creating a deeper understanding of their work.

Linda did talk with Mitzi about using some of her beautiful words from the annual meeting in answering MIF question #2. Mitzi was flattered and graciously agreed.

Jeanne and Louis have obtained the position salary and benefits package. This information was shared by email with the team 3/4/19. There was no discussion.

There was no discussion about how to plan for a congregational update as time did not permit.

The meeting closed with prayer around 8:45 pm.

**Action Items (Due to the limited time available, the team did not review all of the action items from the last meeting. These will be continued until the next meeting) New action items were added:**

- Jeanne and Louis are to reach out the Personnel Committee, Lori and Gloria in order to obtain as much information as possible to assist with the writing of the MIF. Requested documents

include old job descriptions, work plans, staffing plans and other supporting documents that might be helpful in completing the MIF.

- Matthew to reach out to Ian Dunbar to let him know our plan for PNC emails.
- Jeanne is to reach out to the Transition Team to schedule a time to meet with them. Proposed times are 3/13/19 at 6:30pm or 3/18/19 at 6:30pm.

**Next week's assignment:**

- Team should focus on completing a final draft answer for MIF Narrative Questions #4 and #5
- Team to continue to think about timing and content for first congregational update and be ready to discuss.

**Next meeting:** 3/18/19 6:30pm (CPC Room 102)