

3. Reimbursements to families for their prepaid tuition with consideration to overhead costs in the NSK is being reviewed. The Board is considering offering some education resources, offering to move the tuition to next year's program. Asking if families want to donate the money to the WECEP program or giving a full refund. The prepaid amount owed is approximately \$100,000.
4. The kindergarten program will not be extending refunds as they are providing remote lessons in compliance with the Department of Education requirements.
5. Financial reports for the WECEP have not been provided since October 2019. This is due to Jennifer Nestler learning a new system, only working part time at WECEP, other job responsibilities and now dealing with unemployment claims and PPP loan, etc.
6. The PPP loan was filed on April 5, 2020 jointly with the church. As of this date WECEP has not heard if the loan will be funded.
7. WECEP Executive Director resigned in January to pursue a position in special education. Karen Williams has graciously filled in until a new Executive Director can be found. The Search Committee is currently formatting the job description.
8. WECEP still has not heard anything regarding the insurance claim on money stolen from their program. Last summer there was thought the WECEP program would be tight in their budget due to the fee structure set prior to the Dave Reiter situation. The fees have been increased 5% for NSK this year.
9. Medical benefits were just renewed for the CDC employees. The CDC has 5 employees and the church has 2 employees under this plan. Cindy Bingham worked with the Board to review several options for the benefits in making this decision.
10. Pirate and Princess fundraising scheduled for April has been moved to the fall 2020. The parent committee is also considering other fund raisers when school opens.
11. The Finance Commission has offered resources to the WECEP Board in helping them with their finances. Kim Dunkovich currently assists with routine accounting. Jennifer is going to coordinate with Cindy Bingham to work out a plan to bring the financial reports current.
12. The WECEP Board works very hard to address a multitude of operation matters. Monthly meetings go three hours and conference calls fill in on the weekends. The Board is comprised of dedicated, bright, parents of children from our church, along with adults who bring a variety of backgrounds from outside of the program. WECEP is a LLC and the full implications of this and the broader relationship with the church should be explored at a future date. Karen Williams and Peggy Canose are the Session liaisons. Louise Rogers is the staff liaison.
13. The playground is in the final stages of renovation. Two trees were recently removed and now we wait for the stumps to be ground up. Sod should be put in the coming weeks. The church is paying for this phase of the work.
14. WECEP is an important ministry in the life of the church. Many families have joined the church through this program. The children's laughter is missed on the playground. The teachers have proven to be very dedicated during this unprecedented time.

Visionary Task Force. Rev. Rogers presented a proposal that Session authorize pastoral staff to convene a group of individuals to address pertinent issues as Westminster Church reopens and thrives as a caring church community in the wake of the coronavirus. The task force will be especially helpful in setting policies and guidelines for the programs and usage of the church including worship. Initial thinking on who should serve on the task force are individuals, from different ministry areas who have a direct connection to the church property, programs, finances and communications, including pastors, an elder, a deacon, representatives of each of the Communication, Children and Youth Ministry, Worship, Property and Stewardship Commissions, and Volunteer Coordinator, WROC, Mental Health staff person). Due to the large number of activities it is suggested only one person from each ministry area attend. The task force would meet using Zoom meetings twice a month and the task force will make recommendations to Session and serve as a resource to commission members and the congregation overall.

A motion was made and seconded to authorize pastoral staff to convene a visionary task force to address pertinent issues as Westminster Church reopens and thrives as a caring church community in the wake of the coronavirus, along the lines summarized by Rev. Rogers. In the discussion that ensued, it was suggested that WECEP and the Pastoral Nominating Committee be represented on the task force. After due deliberation, Session voted to approve the motion.

COMMISSION & COMMITTEE REPORTS AND ACTIONS

Finance. Elder Lee reviewed a written Finance Commission report for the period ending March 2020 which had been distributed to Session members along with a Summary Analysis of Revenues and Expenses for March 2020 prior to the meeting. Current cash position remains favorable due to recent receipt of proceeds of an insurance claim and special contributions. Effort continues to review and reorganize restricted accounts. The Commission expects to present its key findings at Session's May regular meeting. Don Baumann has been appointed to chair the Internal Audit Committee which plans to convene in May.

PASTORS' REPORTS

Dr. Lancaster reported that his time has been occupied working closely with and supporting Church staff and preparing future sermons.

Rev. Rogers reported that she continues to look for ways to support and connect with members, noting, for instance, that new prayer groups are emerging. She urged Session to remain mindful of those who are alone and isolated. Deacons will be meeting next Monday evening.

Rev. Freyer reported that the Easter video services were well attended and received. Bridge services are being successfully conducted as Zoom meetings. He also reiterated his earlier calls for suggestions using the YouTube video platform.

CONCERNS AND JOYS

Numerous members shared joys and concerns occurring over the past weeks living through the current pandemic, ranging from remembering friends and former staff members who have passed away and are recovering from the Coronavirus or recent surgery. Elder Weber noted that the Bair Foundation contacted her requesting help in providing young foster children who are having a tough time dealing with the life during the Coronavirus with individual gifts to make their days more enjoyable. She will be working to help Westminster Church meet this need in the days to come.

ADJOURNMENT WITH PRAYER

There being no further business, the meeting was adjourned with prayer at 7:49 p.m. The next regular meeting of Session will be held on May 18, 2020.

IMPORTANT DATES

Important dates can be found on the Church's website.

Respectfully submitted,

H. Brian Peck
Clerk of Session

Date approved: May 18, 2020