

RHUC OPERATIONS TEAM MEETING, SEPTEMBER 2, 2021

PRESENT: Dan Plourde, Deb Fratin, David Leyton-Brown, Doug Loweth

1. Dave Mountain wrote in his comments and updates in an email today to the Committee which reads:

I'm sorry I won't be able to join tonight but here are some items that were on my plate:

Employee PC's and QB Online

I talked with Deb and Dan and I would recommend that Deb would get a Laptop and USB Docking Station in the New Year once the Tech Budget is approved. This would allow her to work in the office or at home. The PC that is in the Office now be moved to Dan's office to replace an old Personal Computer that he's working from now. If the PC that is now at Deb's home is current enough, this can be put into the office for Sunday Counters as well as Web Access for Power Church as well as QB Online. I will talk with Ruth about any requirements that she may have but I believe that any other new purchases be put off until the New Minister's requirements are known. I have yet to reach out to Barry to find out what his Technology needs are. I'm also recommending a move from Quickbooks Desktop to Quickbooks Online so that any authorized user can access the system from anywhere rather than be limited to a local PC. I can talk with Robin about a quote for the migration from Desktop to Online as of Jan 1 (assuming 12/31 is Fiscal YE) if the Finance Committee and Board approves.

Alarm Quote

I didn't receive anything back from the local Security Advisor who quoted on a Camera System earlier this year on a revised quote for the doors and Alarm Monitoring.

Other news

I got news from the system installer this morning and they want to come in last next week or the week after to do some pre-work with the system then being installed the week of Sept 20th. Dan and I discussed some changes to the Audio Station that will require approx. \$400 of materials. In prep for the install, I will also need to buy the Network Switch replacement for the Sanctuary for approx. \$200

In the meeting it was moved and agreed that we support the expenditure of \$400 and \$200. Suggested that Dave M get in touch with Sue Baker re Barry's computer needs. Deb suggested that she has a device that will suit for the short term, and will clarify this with Dave M.

2. Doug:

Shared new protocols for re-opening to on-person worship starting October 3, agreed on by the Board yesterday. DLB suggested that we will want to be clear about what we will accept as proof of double-vaccination, in lieu of vaccine passports. Also, that renters will need to enforce and do contact tracing.

3. Rentals, from Deb:

Claire, whose group uses the Garden room, is retiring, and Astrum will use their old space, upstairs. ESL has requested additional space.

Krasman has wrapped up, and expressed thanks to RHUC for making it possible to maintain their program. Susan Dobson will follow up with Jane.

Salvation Army is looking for a short term rental.

4. Dan's updates:

The boiler tech missed his appointment, which needs to be rescheduled so we can proceed to the insurance inspection, prior to restarting heat in the fall.

5. DLB:

From the M&P review with Dan, DLB noted there hasn't been a functioning Property Committee in some time. We haven't lacked for direction and planning, but in a revamped model of a Property Committee Dan feels the emphasis should be on an available and predictable work crew, and roster of skills. It was added that this could be an opportunity to initiate an organized approach to safety briefings for volunteers, as we are discussing in terms of a new Health and Safety Policy.

Next meeting, on Zoom, Thursday October 7, 7:00 p.m.