

Westminster Presbyterian Church  
Akron, Ohio  
Saturday, March 14, 2020  
Minutes of the Special Session Meeting – FINAL  
*Be adaptive, engaging, generous, inclusive and relevant. Be faithful. Be Westminster!*

The Special Meeting of the Session of Westminster Presbyterian Church was called to order by Moderator and Pastor Jon Hauerwas at 10:50 a.m.

Elders (+ present, \* excused, - absent)

Class of 2020	Class of 2021	Class of 2022
* Michael Dunbar	+ Phil Fry	+ Rob Gilbert
* Brad Hall	+ Nancy Keogh	+ James Gray
+ Shelley Koutnik, Treasurer	+ Rebecca Pool	+ Sandy Gruneich
* Todd Willis	+ Don Rearick	* Ginny Melver

Also present: Pastor Jon Hauerwas, Moderator

**Opening and Declaration of Quorum**

Pastor Jon opened the Session meeting with prayer at 10:50 a.m. The presence of a quorum was confirmed and declared. Without the presence of an active Clerk of Session, Shelley Koutnik agreed to take minutes. [Note: The Special Session meeting was to be held following a New Members' Class. However, since only one of the three candidates was able to attend due to coronavirus concerns, the class has been postponed.]

**Purpose of the Special Meeting**

The purpose of the special meeting was to discuss and determine a response to the current Coronavirus outbreak.

A motion prevailed to approve the following motions in the aggregate:

**2020-053 Motion prevailed** to cancel the Third Sunday Dinner for the months of March and April 2020.

**2020-054 Motion prevailed** to postpone the Jazz Vespers service scheduled for March 29.

**2020-055 Motion prevailed** to cancel Children's, Tweens and Youth Sunday School classes and worship hour programming as well as all children's, tween and youth activities effective March 15, 2020 until further notice.

**2020-056 Motion prevailed** to cancel Adult Sunday School Classes effective March 22, 2020 until further notice.

**2020-057 Motion prevailed** to close the nursery effective March 22 until all Sunday School and worship activities resume with Nursery Workers receiving ½ of their regular weekly compensation (to be determined by average of compensation received in January and February).

**2020-058 Motion prevailed** to cancel the service of Communion for Maundy Thursday and Easter Sunday Worship.

**2020-059 Motion prevailed** to cancel all Bible Studies, Men's Lunch, PW Bible Studies and meetings, Book Club, Adult Handbell Choir and similar gatherings until further notice.

**2020-060 Motion prevailed** to suspend printing of the April/May *Script*. Constant Contact, the website, social media and a phone message will be used for communication purposes.

**2020-061 Motion prevailed** to permit WYDACA to use additional building space during the state mandated closure of schools beginning Monday, March 16, 2020. Building use terms for additional space to be negotiated. Hours will be added to the evening custodian position to ensure adequate cleaning of the additional space.

**2020-062 Motion prevailed** to approve a memorial service for Mary Ann Strassburg on Saturday, April 4 if the family cannot secure alternate arrangements. No bereavement reception to be provided.

**2020-063 Motion prevailed** to approve the following guidelines as precautionary measures to reduce the spread of viruses:

- Encourage the practice of “Passing the Peace” without physical contact to acknowledge that we are still God’s community. A bow of the head and a smile will suffice.
- Encourage maintaining a safe distance with our pew neighbors by distancing the seating pattern.
- Encourage the weekly participation of our volunteer choir by seating and singing in the pews.
- Provide hand sanitizer stations at all entry doors with instructions to use.
- Sanitize all surfaces likely to be touched, e.g. door handles and touch plates, hand rails, pew backs, etc.
- Place Bulletins on tables at the entrances to the Sanctuary to eliminate person to person distribution.
- Suspend passing the signature pads.
- Collection plates will be available at the doors exiting the Sanctuary to receive offerings.
- Sanitize any items that come into contact with multiple people.
- Eliminate coffee service before and after worship service.
- Remind persons to sanitize their phones; quite often these are exposed to foreign surfaces.
- Emphasize to all that if they are experiencing any symptom or feeling ill, please stay home.
- Post a video of the worship service on the website for viewing by those not attending.
- Committee Moderators and Ministry Leaders are encouraged to cancel all non-essential meetings and gatherings.

Session will continue to monitor the outbreak situation and update the response on a weekly basis through e-meetings and regular Session Meetings. The congregation will be updated through regular Constant Contact emails, the website, social media, and special phone message.

The next regular Session meeting is scheduled for Tuesday, March 24, 2020 at 7:00 p.m.

A motion to adjourn was made, seconded and approved. The meeting was then closed at 11:30 a.m.

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Shelley Koutnik, Elder

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Pastor Jon Hauerwas, Moderator