

WORSHIP BOARD MEETING MINUTES

Date: June 08, 2010
 Convener: Bob Boyce
 Recorder: Jenny Bromley
 Members Present: Bob Boyce, , Carla Gilbert, Jenny Bromley
 Members Absent: Teresa Gowler

Guests Present: no guests

<u>Subject</u>	<u>Discussion</u>	<u>Action Needed</u>	<u>By Whom</u>	<u>Follow-up Date</u>
<u>Devotional</u>	Bob Boyce closed the meeting with his thoughtful, informal prayer.			
<u>Regular Meeting time</u>	The second Tuesday of the month at 7:00 PM			
<u>June 27 service</u>	Carla will coordinate the June 27 service	Coordinating the service	Carla	
<u>Duties</u>	Who will help with the duties during the service? Needed: 2 greeters, who can also be two of the 6 needed for the collection of the offering. (2 + 4=6)	A sign up list was passed for the members to be responsible for asking for help with the offering and communion, for a month or two weeks.	Person who has signed up for the time period.	
<u>Acolytes</u>	We will ask Gary Dillon to train another person to be knowledgeable about handling the acolytes on Sunday so more adults will be able to do the job.	Ask Gary to train helpers	Bob or Carla	
<u>Announcements</u>	Greeters don't hear the pre-service announcements THE ANNOUNCEMENTS STILL CAN NOT BE HEARD IN THE NARTHEX.	Not in minutes but still a problem June 13.	??	
<u>Funds spent</u>	Media Supplies - \$25.77 Worship supplies - \$15.45 for name tags Media Supplies - \$551.00 for mike, soundboard, installation			
<u>Count of attendees at Sunday service</u>	Bob Boyce will continue to keep the count of those attending the Sunday service	Bob Boyce		
<u>Input from Kent</u>	We will get reports on the designated funds. Kent gave us an extensive explanation of the budget lines that apply to			

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<p><u>Working video and sound boards</u></p>	<p>Someone needs to be designated to organize the working of the video and sound boards</p>			
<p><u>General operations on Sundays</u></p>	<p>The Worship Board needs to be shown how to work the lighting. In the morning, we may be the first in the sanctuary and need to turn on lights for visiting organizes etc.</p>			
	<p>A guide needs to be developed for use by a lay person in charge of the service. For example, to aid the person running the Children's Sunday</p>			
	<p>We are concerned about the readiness of the building on Sunday. On Communion Sundays, bread needs to be bought, partially cut and also broken into smaller pieces, etc. The directions can be printed out and posted inside the cupboard where the supplies are kept.</p>	<p>Communion Sunday , July 4.</p>	<p>Jenny</p>	

We should get the four communion servers' names ahead of time for the bulletin.