

April 30, 2023

In Attendance:

Cathy
JoAnne

Fr. Charles
Nicole
Zavier
Kimberly
Lewis
John
Barbara
Debbie
Ken
Mary Dell

Absent: Alex

This is an emergency meeting called in response to the events at the ELC on Friday, April 28. The meeting was scheduled to start at 11:00am and was called to order at 11:30am.

Meeting opened with noonday prayer. Stan moved to give voice and vote to JoAnne and Cathy with Kimberly seconding the motion.

JoAnne provided an overview of the events on Friday.

Fr. Charles provided an overview of steps that will be taken to increase security at the physical premises.

Recommendations:

- Review of door access and security added ins
- Policy on food delivery
- Messaging for parents pre-written with update to add text feature
- Walkie talkies for upstairs staff
- Review text communications to all members
- Script for communication to parents, staff and congregation "This is an active investigation. We are unable to provide any further details until the investigation is complete."
- Work with Midlands Mediation Center to offer training on conflict management
- Scheduled review of safety procedures

MD made a motion to use up to \$20k from the best available grant funds to make necessary adjustments including door security, cameras, training, panic buttons. Seconded by Kimberly. All were in favor, none opposed and none in abstention.

Proposed update to HR handbook to include training for all staff on lockdown. Moved by Stan seconded by Nicole. Handbook will be reviewed by employment attorney annually moving forward. All in favor, none opposed and none in abstention.

The meeting adjourned at 12:20.