

Present via Zoom: Anne and Alistair Hall, Patricia Macgregor, Michael Short, Viola Palmer, Deb Gimpelson

Covid Risk issues.

1. YM-We are approaching the first of the cancellation deadlines at El Rancho. In the aftermath of the most recent Covid lockdown scenario with Auckland at level 3 and the rest of the country at level 2 we continued our discussion re: how to handle a sudden need to cancel YM. Registrations so far seem to indicate a positive feeling about attending YM so there is no need to consider cancelling now. The problem would be the last minute cancellation.

1.1 Deb will contacted El Rancho to see if there is any leniency in place of the written policy concerning penalty for a last minute cancellation.

1.2 We discussed options. Could the YM clerk come out of Auckland early if a lockdown level 3 appeared possible or imminent?

1.3 Would El Rancho hold our deposit if we wished to rebook. And not penalize us?

1.4 Deb will relay any new information to the LAC and YM clerk ASAP.

1.5 We feel prepared to go ahead with YM, coping with the use of Zoom, even if there is level 2 here, and 2 and 3 lockdowns elsewhere as long as the YM clerk is here in person.

1.6 We agreed that if YM is not held refunds of registration will be made in full.

1.7 We agreed that if YM is held in Level 2 but people pull their registrations because of the Covid level, we will provide a full refund. Exactly how this is managed, including dealing with any subsequent budgetary shortfall, will be dealt with at the time.

2.Quaker Lecture -In the event of Level 2 The public lecture would need to be rescheduled. Would the lecture be postponed? ...then held at the same venue?cancelled at El Rancho and held elsewhere later? We are still holding only an informal reservation for Kauri Hall. The fee is \$30 per hour to hire the space.....plus catering. We just need to keep in touch as the time gets closer.

Follow-up items

1. We agreed the LAC prefers the Welcome & Information speech by El Rancho be given at the beginning of the evening session on Friday.
2. The Prep Day program is confirmed to begin at 2pm on Thursday. Patricia remains in contact with Jude and will pass on from Anne the current schedule of meals and tea breaks for the Thursday to Friday mid-day program.
3. We confirmed LAC covering Jude's accommodation, meals and registration for the Prep Day. [J and A are covering costs of their early arrival at El Rancho on Wednesday to after lunch on Thursday themselves, and they will cover normal registration for attendees at YM from Friday mealtime.]

4. We discussed additional signage that will be needed. We'll take note during our upcoming site visit, and Anne will ask about using a vertical banner that says simply Quakers now in Wellington. Supplies for making and mounting signs are being collected.
5. Patricia will pass on confirmation to the Quaker Lecture committee for Saturday evening at 7pm being the time for the lecture.
6. Deb will continue to be in contact with El Rancho as plans progress about the Lecture, especially the planned special Tea.
7. It looks like we may have access to wireless microphones for YM, TBA. Michael, Alistair and Graham Chapman are continuing their development of plans for all the tech side of this YM. During the up-coming site visit they will test the WiFi at Elm complex, assess the various needs for setting up Zoom and are aware that a whole different set-up will be needed for the Lecture at Kauri Hall!
8. Alistair asked that we minute that the suggested time table has been sent to Lesley.
9. Michael will speak to Marion Sanson about the Quaker book display table.
10. We noted that in addition to Standing Committee and Spiritual and Pastoral Care Committee meetings on Friday, the Trust Board is planning to meet. We will need a roster to insure coverage of the registration desk on Friday as some LAC members may need to attend these other meetings. For now, Viola will cover the registration desk and we have had offers from others at KMM to assist.
11. We note a need for someone to take charge of the Greeting Cards to Absent Friends. Is this a Standing Committee (in session) appointment?
12. Anne and Alistair will draft the information sheets that will be sent to registrants about two weeks before YM. This year there will be a separate one sent to those registering for attendance via Zoom.
13. The Site visit at El Rancho will be next Monday 15 March at 2pm. Anne will make a list of details to check on. Possibility of Deb and Patricia meeting the Chef at El Rancho. [Note from today, unfortunately the chef is not available on that day]

The next YM20221 LAC zoom Meeting will be 29 March at 7pm.

Meeting closed with a few moments of silence around 8:30pm.