

Knox Church Council Meeting

April 16, 2019

Chair: Sharon Christmas

Secretary: Sharon McIntosh

Present: Rev. Craig Miller, Sharon Christmas, Coleen Wall, Diane Shepherd, Roger Bright, David Barrows, Leanne Sprung, Wayne Digby, Wayne Clayton, Alan Moulin, Laura Crookshanks, Shelley Tataryn

Regrets:

Call to Order: 6:30 pm

Opening Worship: David Barrows gave the opening worship on behalf of the Congregational Care Committee.

Sharon Christmas welcomed Shelly Tataryn, our new in-coming Treasurer, and thanked her for volunteering. Council gave self-introductions.

Adoption of Agenda and Adoption of Minutes of the March 19, 2019 meeting:

Motion: Wayne Clayton/Laura Crookshanks

Carried

Business Arising from the Minutes/Old Business:

a. Let's Talk Knox

Last session in the Let's Talk Knox series is completed. The Committee has prepared a summary of the various discussions. Some of the items have already been dealt with, some are in progress, some have not been acted on. All items have been included in the summary.

Discussion:

One item that came up was communication. We need someone to be responsible for communicating to council and to the congregation. This is part of the vice chair job. Council needs to make use of the vice chair in this respect and share their committee information with him/her.

Collaboration with the other churches: We need to plan together with the other churches if we want them to take part, not just invite them to come work with us on "our" plan.

There was some discussion regarding how the information should be presented at the ACM. Council felt they had not yet had time to look at the final report and could not at this point make any recommendations. We need to be cautious about how we use the material. We don't want to jump into any big recommendations. We need to talk about what steps we wish to take next.

It was decided the report would be circulated to the congregation a week before the May 5th Annual Congregational Meeting (Part II) for review, and advising a short discussion for comments/questions would be held at the meeting (15 minutes).

b. UCC Assessment Reserve

It was suggested we have a reserve to cover the annual assessment. After discussion, the consensus was we do not need to set up an assessment reserve at this time. It was agreed we need to make sure the congregation realizes the assessment will be increasing. The increase was mentioned at the February meeting but can mentioned again at the May meeting.

c. Emergency Response

Coleen Wall initially met with Brian Kayes. Then, Coleen, along with Property Chair and Chair of Council. did a walk-through of the building with Brian and talked in general about emergency situations, procedures, etc. The group will meet again at end of May to come up with a general plan for various situations. We also need to be aware of the user groups in our facility so they also know of our emergency plan.

d. Preparation of a Covenant of Mutual Commitment, Accountability and Support with the Prairie to Pine Region

Leanne Sprung and Laurie Crowe are working on this. A draft will be prepared for next Council meeting. They will contact Art Godfrey to work on this as well.

e. Funeral Policy for Knox

Coleen Wall and Diane Shepherd will be working on this and plan to have something for the May council meeting.

f. Knox Constitution/Policy Manual

Laura Crookshanks advised this project is in process.

g. Planned Giving Committee.

Doug Crookshanks provided an update indicating the committee has yet to meet due to members being away and unavailable due to health. It is possible the committee will meet in late May provided all 3 members are available.

Laura Crookshanks advised a meeting has now been set.

The Council Chair will ask Doug Crookshanks to prepare a brief report for the May 5th Congregational Meeting.

Correspondence:

None

Financial Report: presented by Shelley Tataryn

Motion: Shelley Tataryn/Al Moulin

Carried

That the March 2019 Financial Report be accepted.

Discussion:

There was a discussion on whether we should continue to pay the UCC assessment on a quarterly basis, or pay the balance lump sum. In the past, we had paid the Presbytery Assessment in one payment. The Treasurer advised we have a healthy balance so could consider paying in full now.

Motion: Wayne Clayton/ShelleyTataryn

Carried

That we pay the remaining balance of the UCC assessment in one lump sum of \$5,625.00 by May 1st.

Committee Reports:

- 1) *Ministry & Personnel (M&P):* Coleen Wall
 - M&P have completed the minister's job description.
 - M&P is planning a Staff Recognition meal, possibly on May 26.
 - Craig Miller requested to utilize banked study leave that wasn't used last year, as well as use some of his 2020 study leave. His leave request includes 3 weeks study leave in May-June, and 3 weeks' vacation in August. M&P has approved all time requested. M&P is working on pulpit supply as required. If committees can take some services it is appreciated. CE and Outreach have already volunteered.
 - The Youth Director has advised she will require time off for surgery, but the date is not yet set.

- 2) *Property:* Attached

Discussion:
Roofing Situation: A repair quote has been received from Flynn Roofing, however, Roger Bright will clarify some points and bring it to Council next meeting. Also, there are not many companies who do commercial roofing in the area. We would have to go outside the area to get alternate quotes. It was also suggested by Roger Bright that we look into have someone clear snow from (parts of) the roof prior to spring melting.
Recording weekly services for our website: There was brief discussion as to how many people wished this service. It was felt it would help keep contact with shut-ins, snow birds, etc., and also would allow others to get a better idea of Knox and if we are the type of church they are looking for. Craig Miller is hesitant to do video due to productions costs. The simplest option is hooking an MP3 audio recorder into the sound board, then edit and post the

audio on the website. Music does not record well on a single recording mic system.

Motion: Coleen Wall/Roger Bright Carried
That we look into buying a digital recording piece of equipment that plugs into the soundboard for a cost of up to \$200 with the funds coming from the Memorial Fund to record sermons to be posted on our webpage.

Discussion:

-It was suggested funds come from the Memorial Fund.
- Roger Bright (Property) will work with Greg Beckwith and Doug Crookshanks on this project.

Tables/Chairs for the Lower Level:

Motion: Leanne Sprung/Wayne Digby Carried
That we purchase 3 round tables for the lower level (approximate cost including taxes \$1,000) and additional small chairs as previously purchased (approximate cost including taxes \$400). Funds to come from the Memorial Fund.

- 3) *Minister's Report:* Attached
- 4) *Worship:* No report
A meeting is scheduled. On the agenda will be not having a service at Knox during the Regional Meeting in June and instead encouraging members of the congregation to attend the Regional worship service.
- 5) *Congregational Care and Membership (PC&M):*
Verbal report by David Barrows
-Congregational Care has started sending out cards to people who had weddings/baptisms at Knox a year after the event to keep contact with the people. They are also contacting those who used Knox for funerals.
-Peggy Barrows and Peggy Wojnarski are making a stole for Susie McPherson-Derendy as a gift from Knox on her upcoming ordination.
- 6) *Vice Chair:*
- 7) *Christian Education:* Attached
Discussion: A decision is yet to be made regarding last day of SKC for year and thank you's for teachers, etc. It will likely be June 2nd.
- 8) *Trustees:* Attached

- 9) *Stewardship: Attached*
The Stewardship event is not finalized yet as there are still invoices to come in. The committee has received several very positive comments about the event. Alan Moulin extended thanks to Sharon Christmas for her concept and her work, and to the Stewardship committee for their work. The Scouts did excellent job serving the food. Also, thanks to Roger Bright for putting in additional lighting on the stage from the musicians.
- 10) *Outreach: Attached*
A request was received from Twila MacNair to provide funding for Nichi Camp. In view of Knox's work on reconciliation, Outreach is recommending a donation of \$500. Craig Miller gave some background information on Nichi Camp, its purpose, who is involved, and activities that have taken place at this camp. n

Motion: Wayne Digby/Laura Crookshanks Carried
That we provide support up to \$500 in support of the Nichi Camp program.

Discussion:

There was some discussion as to where the funds will come from. It was suggested that half could come from the Outreach Budget, and the rest fundraised from the congregation. Leanne Sprung suggested Christian Education could donate \$100 from the Family Skate/Fun Night in Kemnay. New Ministries was also mentioned as an area where funds might be drawn from.

Refuge Brandon:

Refuge Brandon has made connection with the family through the UN, but no flight date has been set yet. They are anticipating it will be at least a couple of more weeks. The UN has advised they will get at least 10 days' notice. The family does not speak English. Refuge Brandon is looking at possible housing but can't make a commitment until (arrival) dates are known. A short term housing solution is lined up as necessary until permanent housing is finalized.

- 12) *Green Team: Attached*
-The Green Team would like input from congregation re nature hikes.
-They are also looking for feedback as to whether the Green Team is meeting the needs of the congregation.
Discussion: Eternal Springs near Oak Lake was suggested as a good place for a for nature hike.

- 13) *Affirm Committee*: verbal report by Laura Crookshanks
 -The 2nd Racial Justice session took place with 12 in attendance. There was great discussion. The next session will be planned for the fall.
 -Knox (Russell) will have their affirming celebration on April 28. Laura Crookshanks will attend.
 -Trinity United (Brandon) is looking into becoming affirming. We are working with them in this regard and will be leading worship at Trinity on May 5.
 -The Affirm Committee of the Justice Network is working on hosting a workshop Oct. 19.
- 14) *Chair*: verbal report by Sharon Christmas.
 -Art Godfrey has agreed to chair the Annual Congregational Meeting (Part 2) on May 5.
 -Sharon Christmas reported that as requested by Craig Miller, she asked the Nominating Committee to find 2 people to attend the regional meeting on behalf of Knox. Betty Kelly and Cheryl Doull have volunteered.

Motion: Wayne Digby/Shelley Tataryn
The adoption of all Committee Reports

Carried

After the March council meeting a request came for funding assistance for two families to attend Rock Lake Camp. A decision was needed to secure the camp registrations, so Craig Miller polled the executive and a decision was made to provide \$400 in scholarships with money coming from the Memorial Fund.

Motion: Leanne Sprung/Coleen Wall

Carried

That a total of \$400 campership money for Rock Lake Camp attendees from Knox come from the Memorial fund.

New Business:

- a. Agenda items for the Annual Congregational Meeting Part II.
 An agenda was set.

Next Council Meeting: May 21, 2019
 Opening Worship: Worship Committee

Closing prayer was offered by Craig Miller.

Motion to Adjourn: Wayne Clayton

Property Notes – April 2019

Toilet replaced in washroom by office due to ongoing issues.

Roofing contractor assessed leaks in roofing on 17th St side adjacent to entrance foyer and on west side of sanctuary, made temporary repairs and provided recommendations for more permanent repairs.

Cabinet for Sanctuary Coffee Station acquired and being refurbished prior to installation.

Doug Crookshanks looking into options for recording Services - see separate sheet re this.

Sunday School requesting replacement of round tables in Lower Level with those purchased previously for Baby-fold/Club Room/Kids table in Sanctuary - (approximate cost including taxes \$1,000.), as well as additional small chairs as previously purchased (approximate cost including taxes - \$400.).(Memorial Fund?)

Respectfully submitted

Roger Bright

Property Chair

Proposal to record services

Goal: to provide recording of sermon/church service on Knox website

First decision: to record just the sermon or the complete service.

We have lots of space on our website, so no extra cost will be incurred for either option.

Second decision: to record audio only or to record video and audio. Audio recording will be less expensive than video.

There are 2 options available for audio- recording and downloading contents of Knox services:

1. download software (for PC or Mac), log into sound system, volunteer needs to start and stop, someone needs to upload, Jenn can post. Cost for software Pro tools: \$10.83/month, regular price \$32/month. Greg has software for Mac and maybe PC. Need a laptop for this option (Basic Apple Macbook cost as an example being \$1199).
2. Digitally record using equipment plugged into the sound board. Equipment cost \$70 - \$200 depending upon editing capability.

Video recording and live-streaming onto the Knox website.

Pros: more complete experience than audio.

Cons: more expensive than audio. Video from a camera with a pre-set zoom mounted on the back wall of the sanctuary might seem "stilted", and might show empty section at front of church. However, a camera which is merely turned on and off similar to the audio-only arrangement is seen as the only feasible option given that it would be extremely difficult to recruit and train volunteers to operate a camera in a more creative manner.

Cost of video equipment: Depending upon features, video camera price ranges from \$300 to \$1700, with the latter option being seen as most preferred in terms of meeting Knox's situation.

Further more detailed costing can be made available once Council has agreed upon which route (audio vs video) is to be pursued.

Rev. Craig's Report - 16 April 2019

Pastoral Matters

Funeral - Wayne Galloway on 19 March

Baptism - Sophia Rivera on 31 March

Wedding in May - Kendra Carnegie and Jon Naturkach, 11 May at 4:30 pm

Knox Spring Newsletter

Kudos to Debby Dandy for editing and producing the Spring Newsletter. Next issue will be in September

Communion

Next date for communion is 19 May.

Westman UCC Event

Give to us Laughter - Gathering in Faith. Trinity United on 24 April from 10 am - 2 pm. Bring a bag lunch. Come and join in this celebration of God's gift of laughter.

Covenanting Service for Rev. Chris Davis at Deloraine

The Covenanting Service for Rev Chris Davis with Deloraine-Melita-Tilston Pastoral Charge to be held at Deloraine United on May 5th at 7 pm.

Brandon Emergency Support Team

Five members from the Brandon Ministerial Association met with B.E.S.T. on 4 April. B.E.S.T. is a partnership between the City of Brandon, Business, NGO's, and Industry to provide effective community education for emergency preparedness. Brian Kayes facilitated a simulation activity for team members to identify their role in responding to a city-wide emergency. In the future information will be forwarded through BMA if the team is in need of volunteers, auditorium/kitchen space for response centre, meals, etc. One need that came up related to the Massey Fire was food for the emergency service providers at the response centre. Meals were provided for families/occupants by the Salvation Army at the time. The team may also utilize ministers for mental health first aid when a crisis happens over a period of time and service providers need to debrief the critical incident.

Calendar

Apr. 23 - InBetweeners

Apr. 24 - Give to us Laughter at Trinity

Apr. 24 - Living the Questions

Apr. 28 - Spring Choir Concert

Apr. 30 - Backyard Conservation - Green Team

May 1 - Living the Questions

May 4 - Rummage Sale

May 5 - Congregational Meeting

May 22 - Spring Luncheon

May 26 - Covenanting for Marianne Olfrey at Reston 7 pm

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CE Report – April 19, 2019

PALM SUNDAY – There were swords and shrouds and snacks, oh my!!! Oh, and sleeping babies, too!

The curriculum provided a great outline for a multi age classroom, so we set up the Stations of the Cross and had a rockin' good time with eighteen participants aged 3 to 13. Thanks to Jill, Madelyn, Deidra, Jonathan and Mel! See photos below.

EASTER SUNDAY – Look forward to Circles of Excitement as we continue the exploration of how the people told the good news that Jesus lived. We'll do a multi age classroom again with some great snacks and fun activities emphasizing how each one can make a difference.

Upcoming Events/Announcements:

Youth Night – 26 April, 6:30-9 at Knox, with games and food.

TENTATIVE: Brandon Hills Hike & Spaghetti Supper with Brandon Hills Kid's Club – 27 April, 2:30 p.m.; meet in the parking lot at Brandon Hills for a hike and nature explore followed by a spaghetti supper at the Brandon Hills Church.

REMINDER: Rock Lake United Church Camp is a place where children of all denominations and non-religious backgrounds can come together and participate in fun activities, games, and worship. Campers learn to conserve and preserve God's creation, about acceptance of self and others, and to develop friendships. We offer a variety of activities including chapel, campfire, swimming, slip n slide, canoeing, archery, nature science, crafts, talent shows, and so much more! We have camps for ages 5-15, an all ages family camp, and Leadership Development training for potential counsellors age 14+. We also have camperships for families who may be experiencing financial hardship. Join us this summer! For more information you can visit our website at www.rocklake.com.

Leanne Sprung CE Chair

Trustee Report to Council for April 16/19

Bernice Nerbas has stepped down from the Trustees.

The Nominating Committee & Sharon Christmas has found Norman Brown to join the Trustees.

The Trustees now are:

Norm Brown

Doug Crookshanks

Rev Craig Miller

Wayne Clayton

April 16, 2019

Stewardship Report to Council

1. Review of Stewardship dinner event. The event went well, I have received several messages of congratulations, and interest for a similar event next year. The net proceeds are not available as of today, Knox has not received the bill for meat from ACC. Wine and beer sales netted over \$500.00.
2. Plans for Stewardship will be discussed in May, June and the fall stewardship campaign in September.
3. Stewardship will review the budget statement, submitted for the April council meeting.
4. Stewardship will discuss planned giving.
5. Other.

Knox Outreach Committee Report to Council April 2019

- **7th St. Access Centre**
 - The March 21 meeting with Chris Blaikie from the 7th St. Access Centre was very informative. Outreach feels that the information which Chris shared would be of interest to the Congregation and we have arranged to have him speak to the Congregation during a service on Sunday May 26.
- **Community Re-Entry Support to incarcerated people from BCI**
 - Debby is going to Wpg on May 14 for the Manitoba Multifaith event at which the speaker will be talking about how faith communities can provide support to incarcerated people re-entering the community.
 - A similar Brandon meeting has not been planned yet however Outreach will be involved when it is arranged.
- **Neechi Camp Request**
 - Please see the attached request for support for Neechi Camp at Sandy Saulteaux Spiritual Centre.
 - After careful consideration Outreach would like to recommend to Council that we approve a contribution of \$500. We believe that this Camp is very important as we move along the path of reconciliation. As noted in the letter requesting support, Segwun has participated twice at Neechi and Junior Leader at Wampum.
 - We are suggesting that \$500 be approved and that this be combined with funds raised through some type of fundraising initiative for the Camp.
- **Samaritan House Support**
 - Maureen met with John Jackson of Samaritan House. They are desperately short of volunteers. They discussed how Knox might be able to provide support.
 - One of the areas being looked at is that of assisting Samaritan House in the re-bagging of sugar, flour, rice etc.. On a regular basis these products need to be put into smaller Ziploc bags. This is something that can be done at Knox by Knox volunteers.
 - Outreach is investigating further whether this would be feasible. If so we would invite people from other Churches to help in the planning and implementing.

Wayne Digby

From: Craig Miller <craig.miller@rfnw.com>
Sent: April 11, 2019 11:01 AM
To: Wayne Digby
Subject: Fwd: Funding for Neechi

Hi Wayne,

Apologies but have not had a chance to write a full report as several pastoral matters came up over the last couple of days. Here is the request from the region re: Neechi Camp. Cheers, Craig

Begin forwarded message:

From: "MacNair, Twila" <TMacNair@united-church.ca>
Subject: Funding for Neechi
Date: March 19, 2019 at 4:00:37 PM CDT
To: 'Craig Miller' <craigatknox@wcgwave.ca>, "craig.miller@rfnw.com" <craig.miller@rfnw.com>

Hello Craig,

I know we've had some conversation about Neechi Camp and also about the work and study your church does for reconciliation. I wonder if Knox might be willing to donate some funds towards the programming for Neechi this year. As you are aware it is an expensive program to run as we fly in youth from Northern Communities and this year will be flying the whole group to join Wampum at Five Oaks near Toronto. We have secured some grants from funds that are administered by General Council and completely tapped those resources to cover a large chunk of the flight costs and all of the Accommodations. We now need to secure the funds for the programming, which can also be costly. The estimated budget for program costs including the bus to get around, honorariums for our Indigenous Elders and Knowledge Keepers, art supplies, tour of a Long House, Pow Wow Competition, Rafting and more is \$5000.

I'm sure that Segwun could tell you some of what she has gained as participant twice at Neechi and Junior Leader at Wampum.

Is this something that you would be able to take to your church leadership, or is there someone that you would recommend that I contact to go further with this myself?

Twila MacNair
Minister of Young Adults and Youth
Prairie to Pine Regional Council
United Church of Canada
1-204-421-8148 (messages will forward to my email if I'm working out of office)
TMacNair@united-church.ca

Green Team Report to Council for April 16/ 2019

- Our next event in our Green Team Speaker Series is:
"Backyard Conservation" April 30 @ 6:30
When you hear the media or politicians talk about "carbon sequestration" as a cure for Climate Change do you think that this could possibly have anything to do with you?
Bernie Whetter from The Greenspot will tell you how with your own small space you can become part of the solution.
No charge for admission. All are welcome.
Please feel free to share this with others that might be interested.

- Other events that we are working on include:
 - Rain Garden – what is it and how to develop one
 - Rain Water Harvesting - how to design one for the back yard
 - Composting update
 - Recycling update
 - Plants to attract butterflies – possibly work with the Cubs &/or include in a hike
 - Nature hike/walk
 - One of visioning sessions suggested we need to do more of this
 - **Looking for input from the congregation** on good places to hike

- Knox Constitution
 - Reviewed Constitution and provided suggestions

- Question if the Green Team is meeting the needs of congregation.
Looking for feedback

Next Green Team meeting –May 2, 2019 3 pm

Submitted by
Wayne Clayton
On behalf of the Green Team