

Knox Church Council Meeting

November 19, 2019

Vice-Chair: Debby Dandy

Secretary: Sharon McIntosh

Present: Rev. Craig Miller, Debby Dandy, Shelley Tataryn, Deb Carnegie, Diane Shepherd, Roger Bright, David Barrows, Vern Gilbertson, Madelyn Robinson, Leanne Sprung, Laura Crookshanks, Doug Crookshanks, Brian Manns, Irene Bromley

Regrets: Wayne Digby, Alan Moulin, Sharon Christmas, Wayne Clayton

Call to Order. 6:32 pm

Opening Worship: On behalf of Stewardship, Vern Gilbertson read about “giving” and four criteria to make it meaningful: to give thoughtfully, enthusiastically, voluntarily, and cheerfully.

Adoption of Agenda and Adoption of Minutes of the October 15, 2019 meeting:

Motion: Leanne Sprung/Laura Crookshanks Carried

Business Arising from the Minutes/Old Business:

- a. Preparation of a Covenant of Mutual Commitment, Accountability and Support with the Prairie to Pine Region
Leanne Sprung presented a second draft and highlighted changes and additions. Craig also added information on Knox and our ministries.

Motion: Leanne Sprung/Shelley Tataryn Carried

That the Covenant of Mutual Commitment, Accountability and Support with the Prairie to Pine Region be accepted with revisions according to discussion.

- b. Emergency Response Plan
This item is tabled until next council meeting. Per Roger Bright, the Emergency Response Plan committee will meet once all committee members can attend.
- c. Planned Giving Policy
The planned giving committee presented a preliminary Planned Giving Policy.

Discussion:

Some concern was expressed that nowhere does it say where money is to be spent. It was explained that this should not go into the policy itself, but get decided after. In this way the policy does not need to be changed every time our plans change.

There was a suggestion we make a brochure, and indicate some of our priorities. While this is a good suggestion, this is procedure, and not needed to be included the policy.

There was some discussion as to who should be the committee members to administer the fund. Stewardship thought it should come under the Trustees, however, at the last Annual Congregational Meeting it was decided it should be a stand alone committee. Again this is procedure rather than the policy

Motion: Roger Bright/Leanne Sprung Carried
To accept the Planned Giving Policy as presented by the Planned Giving Committee.

The Vice-chair thanked the Planned Giving committee for their work.

d. Revised Constitution

A copy of the revised constitution was distributed by Laura Crookshanks, with areas for Council's consideration.

Discussion:

Length of term for council members– council felt it could be recommended two 2-year terms, but can be longer.

Quorum – Consensus was to change the quorum for council meetings to 6 (excluding the secretary and minister).

Posting minutes – There was some discussion as to whether to post draft minutes on our website as set out in The Manual (UCC), or wait until they are approved by council. The final decision was we will post to be in compliance with The Manual, but they are to be clearly marked draft.

Memorial fund moved to report to Council rather than Stewardship.

Ushers and Greeters – can be left as general statement in constitution, but the worship committee can use whatever process to arrange for ushers and greeters.

Regional Council Reps – congregations are allowed to have 1 representative per 100 members. Given the size of the Knox congregation, we are eligible to have 4 representatives. The Nominating Committee will be responsible for recruiting representatives.

Archive committee – To remain under Trustees, with the added statement regarding ensuring the process takes place every 3 years. Add a section from the UCC document in our Procedure Manual.

Planned Giving Committee – This committee become a committee of council, and attend council meetings once per year or as required.

The consensus is that the constitution can be put on website. Members of the congregation wishing a copy can get one from the office (electronic or hard copy).

Correspondence:

Oct. 25/19 Joe Ball
Subject: Formal Association with Knox
Referred to:

Oct. 29/19 Quentin Robinson
Subject: Formal Association with Knox
Referred to:

Discussion:

It was asked if this is now a requirement for all ministers within the congregation. Each one will each need to send a letter to council with their request. This is a formalization in many cases of covenants already in place.

Motion: Leanne Sprung/Diane Shepherd Carried
That we support Quentin Robinson's formal association with Knox United church and approve the ministry responsibilities he has outlined.

Motion: Shelley Tataryn/Laura Crookshanks Carried
That we support Joe Ball's formal association with Knox United church and approve the ministry responsibilities he has outlined.

Financial Report: Presented by Shelley Tataryn

Motion: Shelley Tataryn/Roger Bright Carried
That the October 2019 Financial Report be accepted as presented.

It should be noted our revenue is well under budget (especially church givings). Expenditures are slightly over budget, but basically on target.

The first draft of the 2020 operating budget was presented.

Discussion:

- Concern was expressed regarding likely operating deficit for this year.
- The UCC assessment can be reduced for 2020, although full amount will be due in 2021. The consensus of council is to pay \$8,000 in 2020.
- Revenues are typically inflated to present a balanced budget.
- The budget will be reviewed again next month prior to acceptance.

Committee Reports:

- 1) *Ministry & Personnel (M&P):* verbal report by Deb Carnegie
Paid staff were excused while staff compensation was discussed.

Motion: Deb Carnegie/Madelyn Robinson Carried
That Council accept a recommendation to increase the Minister's salary by 1.9% as recommended by UCC.

Motion: Deb Carnegie/Leanne Sprung Carried
That a 1.9% increase be recommended for all Knox staff.

M&P will conduct staff appraisals in the next month. Input from the congregation will be requested.

- 2) *Property:* Attached
-MTS has installed an additional router for their internet service. The plan is that the MTS password will be given to user groups, and Westman Communications internet service will be used by Knox for business.
- 3) *Minister's Report:* verbal report by Craig Miller
Anticipating Craig will take some holidays during the week after Christmas to visit family.
- 4) *Worship:* verbal report by Diane Shepherd
-The committee met Nov. 13, 2019.
-The Music Director's request for compensation for Mindy Campbell for her work was considered. As it is late for this budget year, this request will be brought forward for 2021.
-It was decided to replace the wreath used for Remembrance Day service.
-Peggy Barrows is looking after getting ushers on Sundays while Cheryl is recuperating.
-December 1, 2019 has been set as White Gift Sunday at Knox.
-The Constitution was reviewed as it pertains to the Worship Committee and forwarded recommendations to Laura Crookshanks.
-We will decorate for Advent on November 25 at 1:30 pm

Motion: Diane Shepherd/Leanne Sprung Carried
That we accept Lennox Calcut to receive the sacrament of baptism on December 1, 2019.

Discussion: The budget is not yet set so there is time if Worship wishes to pursue the matter of compensating Mindy Campbell for her work.

- 5) *Congregational Care and Membership (PC&M):*
 - verbal report by David Barrows
 - The newcomers' luncheon was postponed as we do not yet have contact information for a number of newcomers.
- 6) *Vice Chair:* verbal report by Debby Dandy
 - A newsletter is planned for mid-January distribution.
- 7) *Christian Education:* Attached
- 8) *Trustees:* Attached
- 9) *Stewardship:* verbal report by Vern Gilbertson
 - Stewardship handed out pledge cards, and will do again before Stewardship Sunday.
 - A special event is planned for Sunday, April 5. They are looking into some kind of musical theatre event.
 - Information was received from UCC re advantages of donating shares to UCC and how it can be done. Stewardship will be promoting this to the congregation.
- 10) *Outreach:* Attached
 - Discussion:
With respect to Sobey's Gift Cards, some concern was expressed regarding the issue of security. The general feeling of Council was that this can be worked around.

Motion: Leanne Sprung/Madelyn Robinson Carried
That we purchase \$10,000 of Sobey's gift cards (for resale). Money will come from the funds previously designated for reinvestment.

- 11) *Green Team:* verbal report by Madelyn Robinson
 - The Green Team will be doing a survey to see what topics people might be interested in hearing about.
- 12) *Affirm Committee:* Attached
 - It was noted ``gender identity`` is already in the mission statement.
- 13) *Chair:* No report.

Motion: Deb Carnegie/Madelyn Robinson Carried
The adoption of all Committee Reports

New Business:

- a. Christmas Fellowship Time – December Meeting
Council members were invited to bring snacks and to enjoy a time of fellowship during the December meeting.

- b. Reminder – Annual Reports are due at end of December

Next Council Meeting: December 17, 2019

Opening Worship: Outreach

Closing prayer was offered by Craig Miller.

Motion to Adjourn: Roger Bright