

Knox Church Council Meeting

June 16, 2020

Chair: Sharon Christmas

Secretary: Sharon McIntosh

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

Regrets: Coleen Wall

Call to Order: 6:39 pm

Opening Worship: On behalf of Worship, Diane Shepherd gave a reading by Gord Dunbar of the Kincardine Pastoral Charge, from *Gathering "Resources for Worship Planners"*.

Adoption of Agenda and Adoption of Minutes of the May 19, 2020 meeting:

Motion: Laura Crookshanks/Shelley Tataryn

Carried

Business Arising from the Minutes/Old Business:

a. COVID-19 Response

-Shelley Tataryn advised we have received the full 75% assistance available from the federal government wage subsidy/grant programs (TEWS and CEWS) for the month of April. The amount from CEWS was in one payment, rather than over several months as was originally indicated. She has also contacted Brandon Nursery School regarding their revenue during the facilities shutdown as it is possible we may qualify for a subsidy for loss of rent from the nursery school.

-Craig Miller asked everyone to check the link he had sent regarding a plan for reopening. The Region and UCC suggest a task force be formed to develop a reopening plan. We (Knox Council) already tasked the Executive with this. Phase 3 planned for June 21 will allow us to have events with 50 people indoors, subject to adequate social distancing. It may be possible to have more, but you need to have the capacity to split people up so there is no more than 50 in any one space. It appears most United churches are not reopening over the summer, and many are still questioning if they will reopen fully in September.

-The consensus of Council is for Knox to continue per the plans set out in the May council meeting.

b. Stewardship Letter

-On behalf of the Stewardship committee, Alan Moulin requested feedback on the second draft of the letter to be sent to the congregation, as circulated to council.

-It was suggested we should include something about the monies received through the government programs. Alan agreed that the revision could be made.

Motion: Al Moulin/Wayne C.

Carried

That the letter be sent to the congregation with revisions.

Stewardship will do a final draft and send to Sharon McIntosh for distribution.

- c. Chapman Wedding/COVID-19
 - Two members of council had expressed concerns with the wedding, scheduled for August 8, taking place in Knox facilities. While both were concerned that all guidelines be followed, one centered on the need to have a Knox representative in attendance, i.e would it be required by Manitoba Health; the other questioned if having a representative in attendance would put more liability on the church, rather than the wedding group, to have all guidelines followed. Should a guest contract COVID-19 at the event, our liability insurance would only cover if it could be absolutely proven that was where it happened, and that would be difficult to prove.
 - Outside of the COVID-19 concerns, as the ceremony is to be performed by an outside minister, it was asked how we will ensure Knox beliefs are respected. Craig Miller will discuss with the minister and make sure he is aware of all policies.
 - It was also mentioned that the Caretaker will need to do extra sanitizing of the facility due to the event.
 - The consensus of council is to let Craig Miller and Sharon McIntosh work with the bride (and her family) to ensure all regulations are followed, and with Coleen Wall (M&P) and the Caretaker regarding what is expected for cleaning/sanitizing.
 - Council also requested the wedding group sign an agreement that they will be responsible to see that all health regulations are followed.

Correspondence: None

Financial Report presented by Shelley Tataryn:

Motion: Shelley Tataryn/Roger Bright Carried
That the May 2020 Financial Report be accepted.

Discussion:

- Church givings are ahead of the same period in 2019, but are well underbudget. However, expenses are also underbudget (especially M&P and Property), resulting in an operating surplus in May.
- As requested, money received from the government programs can be shown on separate lines in our operating statement.
- M&S givings to May 30, 2020 are above last year, well on target to reach our goal of \$40,000.
- It was suggested the Treasurer do up monthly statements to be distributed to council over the summer.

Committee Reports:

- 1) *Ministry & Personnel (M&P):* verbal report by Laurie Crowe
 - Nothing specific – feedback from staff members has been positive with no concerns..
 - M&P appreciate all the work going into the delivery of services on Sunday morning.

- 2) *Property: Attached*
-We have received information regarding flooring for the lounge: One quote has been received, and a second quote will be submitted to us shortly. Flooring will be commercial grade. It appears pricing will be in the ballpark of \$3,300. Property has suggested we install it ourselves to reduce costs. This can be done over the summer months.
-Funding for the flooring – InBetweeners will be paying for this project. The initial payment can come out of the Building Reserve, to be paid back by the InBetweeners.

Motion: Roger Bright/Wayne Digby Carried
That we get one more quote (3 in total) and have the Executive make a decision.

- 3) *Minister's Report:* verbal report by Craig Miller.
-while not his envisioned cycle ministry (on a Harley), Rev. Craig reports we now have a bike ministry with SKC. Working with SKC has been a real gift, and they are having a good time.
-Benmarks brought in a camera to test out in the sanctuary – it has new technology allowing 4 different settings/views. Software is available to allow us to switch between camera and video/powerpoint projection during the service. The basic cost is approx. \$1,200, but we may get better production value by using a camera (plus software) in the \$2,000-\$3,000 range.
-It is nice that we can connect with people even when in different places via Youtube.
-The music crew is planning to come in during the next couple of weeks to prerecord some services for the summer. Also Quentin and Madelyn will be providing music for some services.
-Sharon McIntosh is now back working from the office; Craig is working in the office about 75% of the time. With the exception of the nursery school “open house by appointment” it has been pretty quiet in the building.
-Craig has begun making his first calls at the health centre in about 2 months. While more visitation is happening at the hospital, it is still very limited.
-Comments regarding PRIDE – a few negative, but lots of positive.
-Laura Crookshanks thanked Craig for work being done with SKC.
- 4) *Worship:* No report.
-Diane Shepherd commented the (on-line) services have been wonderful.
-Craig Miller may be contacting worship regarding wedding décor prior to the Chapman wedding.
- 5) *Congregational Care and Membership (PC&M):* No report.
- 6) *Vice Chair:* No report.
-In response to a question, Debby Dandy advised that so far there are volunteers to look after the gardens until the end of July. She is not concerned about finding an adequate supply of volunteers at this point in time.

- 7) *Christian Education:* verbal report by Leanne Sprung
 -Antoinette and the Youth made signs for PRIDE. The signs are fantastic.
 -Antoinette has been having a variety of meetings with SKC Youth to ensure everyone is comfortable with the meetings.
 -The bike group with SKC met last week and will meet again tomorrow (June 17).
 - The committee talked about purchasing the vacation bible school curriculum produced by SALT, to be a resource for families to do at home in the summer. They also discussed possibly doing something on-line in August. They have not yet heard of anything being done by other United Churches in Brandon. As far as Craig knows, Trinity is remaining closed over the summer.
- 8) *Trustees:* Attached
 -Our Insurance is bound past expiry till the new terms are accepted..
 The trustees requested feedback as to whether we should pay in full upon receiving the invoice, or just do a partial payment.
 Discussion
 It was asked if there was any merit to asking for quotes from other insurers. Wayne Clayton advised our Insurer has developed a good program for churches and provide insurance to a number of united churches in Canada, and our trustees did not feel it necessary to get other quotes at this time.
- Motion:** Wayne Clayton/Shelley Tataryn Carried
That we pay the premium in full when the invoice arrives.
- If anything seems unusual when the invoice arrives, Sharon McIntosh can contact Wayne Clayton or Sharon Christmas prior to making payment.
- 9) *Stewardship:* No report
 Alan Moulin advised the committee is looking for a couple of new (replacement) members.
- 10) *Outreach:* Attached
 -With regard to the chaplaincy art competition, Bernie Mullen is working on this but it will not be until the fall.
 -The Outreach Committee will not meet again till September.
- Refuge Brandon: The Roghingyan family have moved to Massey Manor; and are now on provincial funding. Any assistance they receive from Refuge Brandon going forward will now get clawed back by province.
- 12) *Green Team:* Attached
 -Some have been helping ManSEA with their program.
- 13) *Affirm Committee:* verbal report by Laura Crookshanks
 -They have not held meetings, but have had some conversations about getting messages out regarding webinars. No meetings are planned.
 -The Anniversary service is not yet planned.
 -The Pride service was great.

14) *Chair*: No report.

Motion: Laura Crookshanks/Diane Shepherd
The adoption of all Committee Reports

Carried

New Business:

- a. Increase the Limit on the Corporate Credit Card
Sharon McIntosh made a request to council to increase the limit on the church's credit card from \$1,000 to \$5,500. The reason for the request is to be able to purchase the Sobey's Gift Cards in a more convenient and cost effective manner. Currently we are required to pay by certified cheque requiring two signing authorities to attend the credit union and we are charged a \$20 certification fee each time. The increase to limits on the credit card would allow payment to be made at the time of order without any extra charge.

Motion: Wayne Digby/Shelley Tataryn

Carried

That we increase the limit on the church credit card to \$5,500.

- b. Motion to allow the executive to make decisions over the summer.

Motion: Wayne Clayton/Alan Moulin

Carried

MOTION: That the executive of Knox United Church, comprised of the Chair and/or Vice-Chair, minister or UCC appointee, secretary, treasurer and property representative, be authorized to conduct the business over the summer months from June 15, 2020 until September 15, 2020.

Next Council Meeting: September 15, 2020

Opening Worship: Congregational Care

There was a short discussion on the United Against Racism service. Those who viewed it felt the approach was quite moving, and the sermons outstanding. The service is still available on Youtube for anyone wishing to see it.

Closing prayer was offered by Craig Miller.

Motion to Adjourn: Diane Shepherd (8:25).