

# Knox Church Council Meeting

September 15, 2020

Chair: Sharon Christmas

Secretary: Sharon McIntosh

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

Regrets: Shelley Tataryn

**Call to Order:** 6:33 pm

**Opening Worship:** Debby Dandy shared selections from “Spirited Connections: Calling for an Economy of Life in a Time of Pandemic”,  
<https://www.kairoscanada.org/calling-for-an-economy-of-life-in-a-time-of-pandemic>

**Adoption of Agenda as amended and Adoption of Minutes of the June 16, 2020 meeting:**

**Motion:** Coleen Wall/Laura Crookshanks

Carried

Amendments to the Agenda:

Add to New Business: Broadview Reading Club

Add to New Business: Nominations for representative(s) to Prairie to Pine Region

**Business Arising from the Minutes/Old Business:**

a. COVID 19 Response

-The Executive met in August, and minutes were circulated to Council, along with a guideline/policy for protocols when using Knox facilities.

-There was considerable discussion as to when worship could/should be held in the facility. There are inconsistencies in the Health Regulations.

-It was suggested and agreed that we do not open for worship at least until after the Code Orange has been lifted for the Prairie Mountain Health Region. This item is tabled until the October council meeting for further discussion/decision depending on the circumstances for the health region at that time.

-With the exception of the Brandon Nursery School and the BU Early Childhood Learning Centre, the facility will remain closed to the public and other user groups as long as the code orange is in effect. Once lifted, user groups will be allowed per the decisions of the Executive and/or Council. Should the code orange still be in effect by the time of the October council meeting, we may revisit at that time.

**Correspondence:**

Aug. 23/20 T.O.P.S. MB2152 Brandon  
Subject: Notice they no longer require Knox facility rental  
Referred to: File

Aug. 30/20 Greg Beckwith/Volleyball group  
Subject: Rental of the auditorium

Council discussed the possibility of this group using the auditorium as Japan Karate also uses the auditorium those nights. It was felt there would not be sufficient opportunity to properly sanitize the premises between groups.

**Motion:** Coleen Wall/Roger Bright Carried  
**That Council reject (this request) on the basis there is another group using the auditorium on the nights requested.**

Referred to: Sharon McIntosh for response to Mr. Beckwith.

Sept 3/20 Antoinette Gravel-Ouellette/SMART Recovery  
Subject: Rental of the meeting space (chapel)

After discussion, Council agreed by consensus to allow this request once the code orange for the region has been lifted. However, once Council resumes in-person meetings on the premises on the 3<sup>rd</sup> Tuesday of each month, relocating to another area of the building will be necessary.

Referred to: Sharon McIntosh for response to Ms. Gravel-Ouellette.

Sept 4/20 Judy Olmstead/Westman Gardeners  
Subject: Rental of the clubroom Oct. 1

Council agreed by consensus to reject this request as the group number exceeds the code orange regulations currently in place, and expected to still be in place at that time.

Referred to: Sharon McIntosh for response to Ms. Olmstead.

Sept 13/20 Geoff Lloyd/Recovery in Motion  
Subject: Rental of the auditorium

After discussion, Council agreed that subject to code orange being lifted, we will rent the auditorium to them for 50% of the usual rental fee (i.e. \$55 instead of \$110), and will provide a letter of support as requested.

Referred to: Sharon McIntosh for response to Mr. Lloyd

**Financial Report:**

**Motion:** Debby Dandy/Roger Bright

Carried

**That the July and August 2020 Financial Reports be accepted.**

**Committee Reports:**

- 1) *Ministry & Personnel (M&P):* Coleen Wall
  - The committee is trying to talk to staff as much as possible to ensure they are doing okay (during pandemic).
  - The committee has begun working on their 2021 budget.
- 2) *Property:* Attached.
- 3) *Minister's Report:* Attached.
  - Craig Miller thanked Roger Bright for all the work he has been doing over the summer with painting, patchwork, etc.
  - Roughly 10 people have signed up for the study group so far. Craig will (likely) run two groups (morning and evening sessions).
- 4) *Worship:* No report
  - Diane Shepherd mentioned that while the Worship committee has not been active, they will be available for decorating in future.
- 5) *Congregational Care and Membership (PC&M):* David Barrows
  - The committee have been in touch with most of the congregation since the shutdown started, and are now dealing more with specific situations.
- 6) *Vice Chair:* Debby Dandy
  - Debby Dandy and Craig Miller gave an explanation regarding a fee (fine) charged for church use of a copyrighted cartoon.
- 7) *Christian Education:* Leanne Sprung
  - Leanne Sprung participated in a webinar; some of the ideas presented may be incorporated into our program.
  - The committee purchased electronic versions of the curriculum this year.
  - The committee is putting together virtual activities for SKC to do.
- 8) *Trustees:* Wayne Clayton
  - There was a huge increase in property insurance premium this year. If this trend continues, we may reach a point where we cannot afford to insure our building.
  - Discussion: It was asked if we have shopped around for better prices. We did not this year; the market for this type of insurance (churches) is very limited.

- 9) *Stewardship*: Alan Moulin  
-Alan Moulin requested feedback on the stewardship letter sent out earlier in the summer. Givings appeared to have increased just after the letter was sent. The office manager will provide more specific feedback to Stewardship in this regard.

- 10) *Outreach*: Attached

**Motion:** Wayne Digby/Debby Dandy Carried  
**That \$500 of the proceeds from the Sobey's cards be donated to 7<sup>th</sup> Street Access for the BMA benevolent fund.**

- 11) *Green Team*: Wayne Clayton  
-The committee will be meeting later this week.

- 12) *Affirm Committee*: Laura Crookshanks  
-The committee has not yet met.  
-Craig Miller & Laura Crookshanks are working with SERC for a virtual Trans Day of Remembrance service. It is possible the vigil may be held in person.

- 13) *Chair*: Sharon Christmas  
Sharon Christmas requested Council's approval to proceed with a "pickup" fall luncheon and Taste of the Holidays dinner, similar to the spring lunch. Council approved.

**Motion:** Wayne Digby/Coleen Wall Carried  
**The adoption of all Committee Reports**

***New Business:***

- a. Communities at Risk: Security Infrastructure Program  
Coleen Wall shared information she had received from Brian Kayes of the City of Brandon regarding a federal grant available to non-profit organizations who have been victims of hate crime to help cover costs with installing security systems. The deadline for application is Oct. 31. Council discussed, and while there have been no documented hate crimes directly targeting Knox, there have been recent hate crimes in Brandon. Because crimes have not been directly against the church, we have no supporting material such as police reports, photographs, etc. Council's decision at this point was that we do not proceed with applying for this grant.

However, just prior to adjournment, Leanne Sprung requested Council revisit this item. After further discussion, it was decided a group consisting of Leanne Sprung, Laura Crookshanks, Debby Dandy and Coleen Wall,

will take a more indepth look at the criteria so see if we might qualify due to the fact that the nature of our work at Knox could potentially make us the target of hate crimes. The matter was tabled till next Council meeting pending the group's findings.

b. Livestream Equipment Proposal

Craig Miller distributed two proposals put together by Benmarks, one using a single camera, one using two cameras. There is also ProPresenter software available for a more professional result.

Discussion:

- The equipment we have been using is not designed to be a permanent system.
- The two camera system allows for smooth transitions.
- It would provide an outreach for funerals, weddings, and baptisms so that family who could not travel to the event could view on-line.
- It would also provide an outreach for rural churches without a minister.
- Renters such as choirs could have the option of renting the equipment.
- Livestream is positive for our congregation members.
- It is a very professional way of putting the service across.
- There is currently no expiry on the quote.
- Benmarks is the only company in Brandon with this equipment. It is also advantageous to work with a local company as support is more readily available.
- Training is required to use the equipment, but it is not overly technical.
- If we use ProPresenter instead of Powerpoint, training will be required in use of the software. This can be done through the ProPresenter tutorials. ProPresenter can be downloaded for free, but it is necessary to pay for a license. We would need to licence both the office computer (for preparation) and the sanctuary computer.
- It may be necessary to upgrade the office computer to run this program.
- This could be a project for legacy funding.
- The congregation could also be given the opportunity to fundraise. Alan Moulin will bring this to the Stewardship Committee.

This matter will be tabled until the October council meeting. Craig Miller will discuss keeping the quote open with Benmarks.

c. Reading Club – Broadview magazine.

A number of churches have organized reading clubs to get together every so often and discuss the articles and issues raised in Broadview. Laura Crookshanks requested Council's approval to organize such a group for Knox. Debby Dandy volunteered to help. They will advise the congregation through Connections. Council was in agreement.

- d. Representatives for Prairie to Pine Region  
Knox can have up to 4 representatives for the Prairie to Pine Region. Betty Kelly is one of our representatives. Debby Dandy has volunteered. Cheryl Doull and Mel Doyle were approached but are not available on the dates for the annual meeting.

**Motion:** Wayne Clayton/Alan Moulin Carried  
**That Debby Dandy be one of our representatives to the Prairie to Pine Region.**

It was brought to Council's attention that the Annual Congregation Meeting-Part 2 scheduled in May was postponed due to the COVID situation. It was asked if we should consider holding the meeting by Zoom. Craig Miller advised we are only required to meet once annually, however, the congregation has not yet had the opportunity to approve the official financial review or the officers for the year. It may be possible for Council to give these approvals, however, it was suggested we should circulate the report and slate of officers to the congregation by e-mail to allow for comments prior to Council's approval. Craig Miller will check The Manual to make sure we do not have to have another congregational meeting.

Council were asked when they would like to review/discuss the Procedural Manual. It will be put on the agenda for the October meeting.

Next Council Meeting: October 20, 2019  
Opening Worship: Congregational Care

Closing prayer was offered by Craig Miller.

Motion to Adjourn: Coleen Wall