

Knox Church Council Meeting

October 20, 2020

Chair: Sharon Chrismas

Secretary: Sharon McIntosh

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

Regrets: None

Call to Order: 6:33 pm

Opening Worship: On behalf of the Congregational Care Committee, David Barrows provided opening worship with a recount of his recent road trip to southern Ontario to visit family, and how it afforded an opportunity to experience creation.

Adoption of Agenda and Adoption of Minutes of the September 15, 2020 meeting:

Business Arising from the Minutes/Old Business:

a. COVID 19 Response

With numbers of COVID cases in the province climbing, it was felt that Knox should remain closed for worship. This can be reconsidered at the November meeting. While there has been some expression of missing the chance to attend worship, no one has questioned yet why the church has not opened. People understand the need for health safety. Some concern was expressed that the longer Knox remains closed, the more people's routines change to a point where some may not come back.

Motion: Roger Bright/Wayne Digby

Carried

That we continue as we are now (on-line worship only) and revisit at next Council meeting.

Discussion:

-Discussed allowing small groups to attend worship. Other churches of a similar size who have done this have the congregation register in advance, get screened, and are put on a list. However, Council did not wish to do this at this point.

-It was mentioned that someone from another church that had opened had told a council member they wish their church had waited longer to reopen.

-Congregation Care will look into the suggestion of having small groups meet during the week.

-A notice advising the congregation the church will remain closed for now will be put in the weekly CONNECTIONS.

-Church groups can use the facilities following protocols and coordinating with the church office.

- b. Eggleton Estate Update
Knox was to receive 1/12 of this estate. An initial payment was received in 2018. We have received notice from the lawyer that a second disbursement should be made shortly. This amount will be slightly less than the initial payment. A small portion of the estate has been held pending any final claims, so a final disbursement will eventually follow but will be very small. We have not received the second payment yet. An update will be provided as necessary at the November meeting.

Motion: Roger Bright/Shelley Tataryn Carried
If the money is received before the next (council) meeting, it will be put in short term 30 day GIC. Further decisions can be made at the next meeting.

Al Moulin suggested the second payment funds be used immediately for the video system.

- c. Communities at Risk: Security Infrastructure Program

Motion: Leanne Sprung/Debby Dandy Carried
That Knox Council approve the expenditure of up to \$2,700.00, from the Building Reserve Fund, as 50% of the cost of enhancing security measures in and around the Knox building as part of the Communities At Risk: Security Infrastructure Program

Discussion:

- The committee would like Knox to approve funding per the above motion before they finish submitting the grant application. They feel there is enough information and that Knox fulfils the requirements to apply.
- While the initial discussion/quotes regarding the purchase of a security system had been tabled, it is still something that needs to be considered, most importantly because we do have young children in the building. We already know we had people in the building overnight this past spring.
- It can be added that Knox premises are used for support for various things such as the ecology (climate strikes) that may be a point of conflict that could result in crimes against the church property.
- The committee advised it would be 3 or 4 months before we would know the result of the application.
- It was decided to proceed with the application.
- Council thanked the committee for their work.

- d. Livestream Equipment Proposal

Following presenting info/quote from Benmarks in September, Craig Miller reviewed the presentation software required, the office computer and livestream problems incurred, and suggested it is a bit premature to make a decision. Craig contacted Graeme Leachman for expertise as he set up the system at Central and monitors it. Craig suggests we table any action on the quote until after our situation has been assessed.

- e. Tipi Legacy Project

Wayne Digby recapped this project and Knox's role. It is a project of the Brandon Urban Aboriginal Group, through the Brandon Friendship Centre. Being asked to be part of this project is recognition of work Knox has done and continues to do.

It is another opportunity for us to acknowledge the history of the United Church. It is important for us to talk about why it is important to take part in this project.

There are some funding deadlines for the overall project, so Knox needs to make a commitment to the project by the end of the year.

The Outreach Committee originally wanted to wait until we could hold a full congregational meeting in person to explain the project, Knox's role, and the importance of taking part in the project. However, due to COVID restrictions remaining in place, they are now proposing a Zoom meeting for the congregation on Sunday, November 22.

Discussion:

-It was discussed if the project should be put to a congregational vote, but was decided that Council should make the final decision. However, it is important to give the congregation the chance to express their feelings. As some might not feel comfortable doing this in a meeting setting, the congregation can also be given the opportunity to phone or e-mail to express their opinion.

-It is important to get the full information out to the congregation. Outreach will prepare a package to be sent in early November by mail/e-mail.

-It is important to show how this project fits with the Knox vision.

-A visual presentation of where the tipi will go in relation to the existing Knox Church sign could be helpful. This could be done by having it photo shopped into a picture of the church. Alternative Landscaping has been contracted to do all Tipi installations, so it is possible they may have the ability to do this for us.

-The cost should be between \$2,000-\$4,000. The tipi and installation costs \$4,400, so Knox's portion would be 50% (\$2,200) plus the cost for whatever signage we wished to put in it. It should not exceed \$4,000.

-Al Moulin reminded Council that the Rotary Club had expressed interest in providing sponsorship to Knox for this project.

f. Annual Congregational Meeting – Part 2

Shannon McCarthy (Prairie to Pine Regional Office) has advised we have met the requirement of having had an annual meeting. It is not necessary to have another meeting; Council can deal with acceptance of the financial report and officers. However, if a congregational Zoom meeting is being planned for presentation of the Tipi Project, Council felt any other information could be presented to the congregation at the same time.

g. Procedural Manual

A copy of the manual with proposed changes was distributed for review prior to the meeting. Laura Crookshanks guided Council through the changes so decisions could be made.

Motion: Roger Bright/Debby Dandy
That Knox pay for staff record checks.

Carried

The committee will make changes as discussed, and bring a final revised copy back to Council for approval at the November meeting.

Correspondence/Rental Requests:

Four rental requests along with recommendations from the Executive were given to Council for consideration.

- a. Request from Sheridan Anderson to hold a small piano recital for her students on Dec. 12 or 13: Reject, as the chancel is set up for live streaming services and we do not wish to disturb that set up.
- b. Request from Rana Group (Hindu community) to rent auditorium on Nov. 22 for a baby shower within their community: Approve, providing all COVID/Knox protocols are followed, particularly occupancy limits. The kitchen is not to be used.
- c. Request from Sandy Jasper to use a room for 5-6 scrapbookers on the Halloween weekend: Approve, exact time and space to be determined.
- d. Request from Antoinette Gravelle-Ouellette on behalf of Westman Physical Literacy to use auditorium for training session on Nov. 18 – reject, as the auditorium will be used by Japan Karate that evening and there will be no opportunity to sanitize between groups. We have offered them alternate dates, but have not yet had a response.

Council was in agreement with the recommendations. The individuals/groups will be notified accordingly.

Motion: Roger Bright/Coleen Wall

Carried

That Council follow the Executive's recommendation.

However, prior to adjournment Leanne Sprung asked if this decision could be revisited as she had found some information which indicated Knox could be subject to fine should a renter group not follow all COVID guidelines set out in the provincial health orders. Council asked Sharon McIntosh to confirm this with our health inspector. If this is the case, Knox will not rent to groups/individuals for occasional events outside of regular office hours as there would be no way to ensure protocols are being followed.

Financial Report:

Motion: Shelley Tataryn/Laura Crookshanks

Carried

That the October 2019 Financial Report be accepted.

Discussion:

- To date we have received \$9,951.18 from the CEWS program.
- Church income to September 30 of \$106,694.79 is approx. \$17,000 over our 2019 figure.
- Our expenses are considerably down from last year.

Committee Reports:

- 1) *Ministry & Personnel (M&P):* report by Coleen Wall
 - The committee did have a quick meeting this month.
 - All staff are doing well.
 - The 2021 M&P Budget has been prepared and will be forwarded to the Treasurer.

- 2) *Property*: Attached
- 3) *Minister's Report*: Attached
- 4) *Worship*: report by Diane Shepherd
Per the Minister's report, there have been two requests for baptism.
- Motion:** Diane Shepherd/Coleen Wall Carried
To accept Bron Monias and Evan Kowalchuk be brought forward for baptism October 18 and 25, 2020, respectively.
- 5) *Congregational Care and Membership (PC&M)*: report by David Barrows
-The committee is trying to keep in touch with people as best as possible.
Anyone knowing of anyone who would appreciate contact, please advise..

There was a suggestion Congregational Care host a town hall where people can just zoom in. The committee will look into this.
- 6) *Vice Chair*: no report
- 7) *Christian Education*: Attached
- 8) *Trustees*: Attached
In response to concerns brought forward at the September meeting, Wayne Clayton advised:
-COVID exposures are not excluded in either of our policies.
-Rate quotes were reviewed and our present insurance is the lowest so far. We are still waiting to receive the HUB/UCC quote. The broker advised the industry is going through a hard market at present, but may level off in two or three years. Rates will be reviewed again in the new year.
- 9) *Stewardship*: Attached
-After discussion as to whether Knox would qualify, Shelly Tataryn, Debby Dandy and Al Moulin will prepare a submission for New Horizons for Seniors 2020-21 grants.
- 10) *Outreach*: Attached
- 11) *Green Team*: Attached
- 12) *Affirm Committee*: report by Laura Crookshanks
-Sunday (October 25) will mark the 10th Anniversary as an affirming ministry; celebration of this milestone will be part of worship that Sunday.
-Laura Crookshanks and Craig Miller continue to work with SERC on the TransDay of Remembrance service, to be streamed from Knox. The vigil will also be virtual from the Knox sanctuary.
- 13) *Chair*:
Sharon Chrismas advised she will be absent from the November council meeting.

Motion: Coleen Wall/Debby Dandy
The adoption of all Committee Reports Carried

New Business:

- a. Resignation of Norm Brown as trustee and possible replacement.
Norm Brown has submitted his resignation. The Nominations Committee has been informed and begun recruitment.
- b. Grant: New Horizons for Seniors 2020-21
This topic was covered under committee reports.

Next Council Meeting: November 17, 2020

Opening Worship: Christian Education

Closing prayer was offered by Craig Miller.

Motion to Adjourn: Leanne Sprung