

a place to be

a place to belong

a place to become

**Virtual Leadership Team Meeting  
Minutes  
April 13, 2021**

**Present:** Lynda Pyzer, Thelma Bretel, Cathy Zroback; Rai Therrien, Peter Fox, Heather Gropp, Meg Illman-White, Don Cameron

**Guest:** Marc Whitehead-Pastoral Charge Supervisor

**1) M&P:** Heather Gropp - held in camera

HR issues are resolving and coverage following Meg Illman-White's departure is mapped. Process for exit interview is under way. Minister will be gifted the computer she has used during her time at Knox. Heather excused herself from the meeting following her report, Meg Illman-White then joined the meeting.

**2) Devotions:** Rai Therrien

Rai referenced Isaiah chapter 42 verse 5 which talks about God's creation of our world and all that is in it, then quoted Hubert Reeves, a Canadian-French astrophysicist who refers to man as "The most insane species. He worships an invisible God and destroys a visible nature, unaware that this Nature he is destroying is this God he is worshipping."

Lynda Pyzer reminded us of our Holy Manners

**3) Approval of Agenda:**

**Motion #1** - Moved by Peter Fox and seconded by Cathy Zroback THAT the agenda be adopted as printed.  
Carried

**4) Approval of Minutes:** Correction DFAB initials should be KDSB

When several copies of minutes are sent please number them so members know which are most recent.

**Motion #2** - Moved by Thelma Bretel and seconded by Peter Fox THAT the minutes from the March 9, 2021 meeting be adopted as corrected.  
Carried

Marc Whitehead joined the meeting.

**5) Business Arising from Minutes:**

**Henry Wall:**

Lynda asked if we should pursue a meeting with Henry or let it ride for now? Don Cameron and Thelma Bretel suggested he be invited to a congregational meeting so we can find out what is happening and what the future holds. The congregation could be invited to attend the meeting as they like. This allows interested congregants as well as LT to be up to date. It also allows us to be up to date with how current happenings and future plans deviate from the original plan. Lynda Pyzer will contact him and invite him to a meeting once again.

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**Faith Formation Interest group:**

Heather Gropp discussed this during her "in camera" report. It was suggested by M&P that we not move on his until we have a new Minister.

**Calendar:**

Issues seem to be settled. Booking on the Calendar is for individuals/groups who want to use the church for long intervals and not for "run in and pick up. A note should be included in the newsletter periodically reminding people to book their church use time with Cheryl to be put in the calendar.

**6) Reports:**

**i) Minister** – No report available from Meg

**ii) Finance & Stewardship** - Peter Fox (attached report)

Finances are currently OK. There is \$75000 in the operational funds. We should be OK for a couple years. After that is unknown. Income is down and expenses are up. Without the shelter we would be in difficulty.

\* Restricted funds - Pantry had \$8916 (\$3000 has been used since this accounting).

\* Benevolent fund – was at \$1420 - \$600 has been used since the report was printed.

Question is, does \$1000 go in each year or was that the seed amount and donations grow it after? This should be clarified at annual meeting when our gift policy is presented for approval (Policy suggests an annual \$1000 from budget). Donations so far have come to \$1420.

\* Affirm costs are 4.5 and percent of revenue. There is a treasurer's meeting later this month to discuss payments to various groups.

**iii) WIG** - Reported by Cathy Zroback (attached report)

Corrections to printed report under process for lining up a new minister.

1. No longer a Ministry Profile Group but now a Committee Faith Group.

2. Ministry search group can be any number of people and 1 member can be from M&P.

The single LT/M&P member allowed is so there is no actual or perceived influence or conflict of interest in the committee.

**iv) Building** - Cathy Zroback

Accomplishing any work is difficult during "Lock Down".

The circular window referenced in the annual report is the one in the balcony and not at the front of the church.

**v) Pantry** - Cathy Zroback

Busy - 42 boxes of food have been distributed in the last 2 weeks (1<sup>st</sup> 2 weeks of April).

Volunteer packers follow Covid protocols.

Second Harvest application was not successful. They were only able to fulfill 25% of the requests for funding received.

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**7) New Business:**

**i) Special Gifts Policy:** Lynda Pyzer

This policy was tabled due to some wording that was not clear. Lynda asked Cathy Zroback and Peter Fox to meet with Miriam McDonald to draft an interim procedure for gifts in the absence of a minister. Meg Illman-White asked to be part of this as well.

**ii) Nominating Committee:** Lynda Pyzer

Terms are up for Lynda Pyzer and Peter Fox.

We need someone to find people prepared to allow their name to stand to sit on LT. Lynda and Peter will each attempt to find one person to allow their name to stand.

**iii) Covenant & Governance Documents:**

**Covenant:** Has been approved by Prairie to Pine but is not yet signed. It will probably require a reassessment and revision in 2022.

**Governance:** Requires congregational approval.

Items needing revision were corrected: 4.4.1 should read "shall receive a financial...."

Direction around nominating a Chair and Secretary for the meeting should be spelled out.

**Motion #3** - Moved by Cathy Zroback and seconded by Don Cameron.

THAT the Governance Document be approved with changes.

Carried

**iv) Annual Meeting:** Lynda Pyzer

Meeting will be on ZOOM. People without computers will be given a number to call so they can audit the meeting and ZOOM allows 100 attendees.

Meg Illman-White will open, read the in Memorium and close. Marc Whitehead will attend.

Karen Richardson will present the budget, Lynda Pyzer will make her co-host for budget presentation. We will need someone to count numbers for votes.

**8) Adjournment:** Date of next meeting May 11, 2021

Devotions - Lynda Pyzer

**9) Closing Prayer** - Led by Meg Illman-White



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Signature of Chair



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Signature of Secretary

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**Motions:**

**Motion #1** Moved by Peter Fox and seconded by Cathy Zroback  
THAT the agenda be adopted as printed.  
Carried

**Motion #2** Moved by Thelma Bretel and seconded by Peter Fox  
THAT the minutes from the March 9, 2021 meeting be adopted as corrected.  
Carried

**Motion #3** Moved by Cathy Zroback and seconded by Don Cameron.  
THAT the Governance Document be approved with changes.  
Carried

**Decisions Made By Consensus:**

That Meg Illman-White be gifted the older computer she has been using during her time at KNOX.

**Reports and Tasks Pending from April 13, 2021**

<b>Tasks</b>	<b>Person(s) / Responsible</b>
Re-invite Henry Wall to a meeting that interested congregants can attend (sign in to.)	Lynda Pyzer
Remind people (via the newsletter) using the church during shut down that their activity must be booked on the on-line Calendar or with Cheryl in the office	Newsletter Authority
Draft procedure for gifts document that accommodates the lack of Minister	Lynda, Peter, Miriam
Secure people to Nominate for LT for replacing retiring members	Lynda Pyzer, Peter Fox
Send out necessary information/documents for Annual Meeting	Lynda Pyzer/Cheryl Dyck
Further resources & ideas for Congregational Designated Ministers around children's inclusion in worship be assessed	Leadership Team