

a place to be

a place to belong

a place to become

**Virtual Leadership Team Meeting
Minutes
April 19, 2022**

Present: Lynda Pyzer, Thelma Bretel, Cathy Zroback, Rai Therrien, Peter Fox, Brenda Shodin, Don Cameron, Marc Whitehead

1) Devotions: Rai Therrien

Rai Spoke about "Scientific Facts " in the Bible. Information was taken from a video developed from information in the "Evidence Bible" by Ray Comfort 2002. The topics are evidenced using the King James Version. This week examples from Job 26 verse 7, Leviticus 15 verse 13, Leviticus 17 verse 11 ,Job38 verse 35 were presented.

2) Approval of Agenda:

There was an addition under Correspondence – a request for removal from Knox’s membership roll.

Motion #1 - Moved by Cathy Zroback and seconded by Brenda Shodin THAT the agenda be adopted as amended.
Carried

3) Approval of Minutes:

March 8/22 Minutes: Correction - the request for flooring estimates was to be for both the front of the sanctuary and the main floor space.

Motion #2 - Moved by Thelma Bretel and seconded by Peter Fox THAT the minutes of March 8/22 minutes be adopted as corrected.
Carried

Motion#3 - Moved by Brenda Shodin and seconded by Peter Fox THAT The minutes of the March 29/22 minutes be adopted as printed.
Carried

4) Business Arising from Minutes:

March 8/22 Minutes: Rental Policy – Lynda Pyzer spoke to Bruce Ormiston about wording on the proposed rental agreement for groups who could not afford our rental rates. His advise was to NEVER enter into a partnership as it leaves us liable. Thus we should not use a partnership for rental agreements. LLT provides limited liability protection. Peter offered that our insurance policy does cover "Directors Insurance " as well as building insurance. Also the United Church of Canada’s coverage includes this. Peter in the past has advised our provider with the list of regular users of our premises. Substantial discussion followed. Peter Fox will speak to Bruce Ormiston about how much proof of coverage of a group is needed (ie written or verbal).

Brenda Shodin wondered how we accommodate groups who can not pay our rental fee. Can Peter please also ask Bruce how best to word our form for such need.

Decision: The policy will be tabled until we can find appropriate wording. Rentals will still be decided according to our current policy.

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March 29/22 Minutes:

April 24/22 Congregational Meeting - Lynda Pyzer

Meeting will start at 1:00 pm. Peter Fox and Jan Richardson will be vote counters. Peter asked about voting privileges for adherents. The United Church has recently revised this ability and extended it to all meeting attendees. (Mona Denton would be able to advise re this). In the past congregants voted to extend this privilege. As well there were restrictions on topics that this privilege could be extended to. The Search Committee does not finish its work until Covenanting takes place. People have been asking what to do between 12:00 noon and 1:00 pm when meeting starts. Answer - it is free time, we would like you to go home, go for lunch, or go for a walk and come back for 1:00 pm. The meeting will be virtual as well so that is an option.

5) Correspondence:

1. Request for permission for Cheryl Kinney Matheson to enter the burial of Dixie Nordstrom in Knox's records. Family has arranged to have the service July 18/22.

Motion #4 Moved by Thelma Bretel and seconded by Cathy Zroback
THAT Cheryl Kinney Matheson be allowed to enter the funeral service of Dixie Nordstrom in Knox's funeral record book.
Carried

2. A request has been received from Laura Scott Rousseau to be removed from our membership roll.

Motion #5 Moved by Brenda Shodin and seconded by Cathy Zroback
THAT Laura Scott (Rousseau) be removed as requested from Knox's membership roll.
Carried

6) Reports

i) Finance & Stewardship - Peter Fox (attached)

As of March 31/22 the manse fund has reached \$300,000. Envelope giving which was way down is improving. "Power Church"- a program with finance record keeping capacity is being assessed. It would allow the donations to Knox to be recorded "in house". Jan Lindstrom has revised the historic roll of the church. Year end stat forms are completed and submitted. CRA forms have been submitted. Other issues are gradually being resolved. The Benevolent fund has decreased to \$780. The congregation will be asked to restore it to \$1000 at the annual meeting. The last principal amount of our loan has been repaid, we only have interest remaining. Insurance costs have increased 43% in 3 years. \$30,000 has been withdrawn from our bank balance and deposited in a short term GIC. Peter asked about the announcement in church about not passing offering plates. This was to be a short term trial to be reassessed.

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ii) WIG - Cathy Zroback

Last meeting was March 31/22. Pulpit supply has been secured for May 29. There is a Sunday to be covered yet. Plans for Easter week were made.

April 24 meeting info was clarified - there will be no lunch provided, there will be an hour or more between our service and the congregational meeting to approve or deny the search teams recommendation for a new Minister. Congregants will be asked to please return to the church for 1:00 p.m.

May 1/22 annual meeting will happen after church. Sandwiches and coffee/tea will be available. There will be servers so touching is limited.

Pride Sunday is June 26th. An invitation to preach was extended to Jamie Millar from Dryden. She is a former youth program leader and active with Affirm United.

Thelma Bretel has been in touch with Kenora Pride. They will co host and advertise among their sites.

WIG would like to request approval by motions at our Annual Meeting for memorial funds to purchase Candle lighting and snuffing equipment (approx. \$150) to make candle lighting easier, more aesthetic and safer for youth. They would also like approval to purchase an iPad (approx. \$550) to facilitate ongoing live streaming of services.

Lynda Pyzer will draft the motions and check with Brenda Shodin and Cathy Zroback for wording.

Karen Scott has advised she will be resigning from the committee as she is moving to BC.

iii) Pantry - Cathy Zroback

Easter hampers were packed at Knox and delivered by Ontario Works for 12 families with 55 members the week before Easter.

The week prior, 10 hampers were packed for "storage til needed" through KACL. Several individual request were also received and filled.

iv) Building - Cathy Zroback

Routine maintenance continues. The kitchen has been rearranged with agreement from UCW to allow storage for congregants who are cooking for outside recipients. Some purging helped with reorganization.

There is discussion about adding some wall cupboards for storage of items that are used infrequently.

The Shelter doors are being replaced to reduce the amount of glass in them. There is a laneway window that has been broken.

In our Sanctuary side, people have been opening the bottom latch on the doors.

Unfortunately this does not always get replaced during lockup. This leave the church accessible even if the lock is thrown.

v) M&P - Brenda Shodin

M&P is looking at a job description for the youth worker as well as finances for this position. Discussion followed re benefit and downfall of filling and setting a description of this position before our new minister starts. Would he/she like to have input into the role?

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7) New Business

i) Succession and Transition Planning - Marc Whitehead

We want to move to a healthy transition. He identified that most of LT have served their terms. The issue is that there are not members waiting in the wings!
With extended terms the feeling becomes that they are life terms, the perception can also be that to others. Neither feeling is healthy for a congregation.
Marc's observation: Lack of candidates is not unusual.
Current LT should carry on as is and not be just a stop gap.
At the Annual Meeting, make a case for the current LT (cite - Meg's departure, renovation upheaval, Covid interruptions). With a new minister coming we need to have stability for both the congregation and the new Minister. It would be wise to visualize the current LT as a transition team who would bring new members in as things settle down. The goal would be to stagger start dates so there is a more fluid turnover in future.
Suggestions for transitioning - buddy up, shadowing so gradual taking on of role (x 6 months, or depending on depth of the role assumed).
Ask congregants if they are prepared for same LT members to carry on? Could ask for interest among congregants.
Search and LT need to collaborate so follow up is clear.
Marc will send Lynda a link for transition exercises/expectations.

ii) Annual Meeting - Lynda Pyzer

Trustees one completes term
Nomination Committee - Peter Fox, Debbie Gan and Les Armstrong.
Difficult to recruit when not able to meet.
A motion should be made to extend the terms of LT. Because Peter is a member now a second person will have to make a motion to extend his role. Les Armstrong will make the motion. Marc Whitehead will do the closing prayer.

iii) Retreat - Brenda Shodin

LT should set a date for a June retreat to begin planning - June 14 was chosen.

8) Adjournment

Date of next meeting - May 10/22 at 7:00 PM Zoom
Devotions - Rai Therrien

9) Closing Prayer - Marc Whitehead



Signature of Chair



Signature of Secretary

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THAT Laura Scott (Rousseau) be removed as requested from Knox’s membership roll.
Carried

Decisions Made By Consensus:

1. That a planning retreat be held on June 14, 2022.

Reports and Tasks Pending from April 19, 2022

Tasks	Person(s) / Responsible
Speak to Bruce Ormiston again re insurance documentation needed for legal purposes. Ask about appropriate wording for our reduced rental agreement	Peter Fox
Restore Benevolent fund to \$1000	Annual meeting motion
Purchase candle lighting/snuffing equipment Purchase iPad for live streaming services Both from Memorial funds	Present as motions at the annual meeting
Draft outline of job description for youth worker for completion once new Minister can provide input	M & P
Get link that describes transition exercises & expectations	Mark send to Lynda
Plan a retreat for June14/22 to map transition	Leadership Team