

**Virtual Leadership Team Meeting
Minutes
December 14, 2021**

Present: Lynda Pyzer, Thelma Bretel, Cathy Zroback, Rai Therrien, Peter Fox, Don Cameron, Mona Denton

1) Devotions: Thelma Bretel

Thelma chose to present a prayer offered by Ted Logan, a 91 year old former Pastor at First United Church in Germantown. Pastor Logan, Thelma explained, was a very progressive preacher with broad interest for a person of his generation. The prayer was "GENTLE US OPEN". The prayer asks God to open us to life and the gifts we have received and to help us engage with one another.

2) Approval of Agenda:

Motion #1 – Moved by Thelma Bretel and seconded by Cathy Zroback
THAT the agenda be adopted as printed.
Carried

3) Pressing but Quick Questions - Decisions Required:

i) Communications with the congregation - Lynda Pyzer

Lynda feels that some congregants are being lost. Should we have callers to help bring people back? Feeling was that this is probably a good idea. Lynda will speak to Visitation Committee to see if they feel a need from their congregational contacts.

Newsletter: Should be mailed to congregants without e-mail access (secretary was not keen on this) Question: Is there a common list Cheryl Dyck uses? Answer: Cheryl has 3 lists she uses to e-mail the newsletter. The LT needs to determine if this number of people are usually identify receiving the newsletter.

ii) **Membership Transfer:**

Lynda Pyzer: We have had requests for membership transfer. In one case the home church refused the transfer documents. Lynda was told there is a way around this. It was suggested she ask Marc to determine the process we need to use in such a situation.

iii) **Spirituality Interest Group:**

Lynda wondered if she could speak to people about resurrecting this group in the absence of a Minister. LT had no issue with this.

iv) **Other:**

Key List - Lynda Pyzer: The list of people possessing keys to the church seems to be appropriate except for 2 still signed out to Meg Illman-White. Meg should have no further use for keys and should be asked to return them. Rai Therrien offered to contact her to request a return.

Christmas Eve service for children: Because of Covid protocols, it would have to be virtual. Lynda had feedback that families would not watch. Further discussion ensued. It was strongly felt that there should be something for them. Final decision was that there would be

**Virtual Leadership Team Meeting
Minutes
December 14, 2021**

a story told, Cathy would arrange to have choir prepare 2 songs for youth (Possibly "Away in a Manger" and "Jesus Loves Me"). Thelma will help Lynda with appropriate pictures and the "service" and Brenda Shodin has offered to help with the preparation for streaming. Information will go out in the Newsletter..

"Messy Church"- People are anxious to resume this "worship". Unfortunately there is no way Covid protocols could be adhered to during this gathering.

Tower Wall quote - Cathy Zroback - there has been none received to date.

Annual Report: Lynda has been giving thought to how to do it this year. Peter Fox will not have his information until the beginning of February, so other reports should be in by then. A date can be set after that time for the meeting. ?? March sometime.

Lynda wondered about asking for congregational input on the subject of how did you handle/ do during Covid. People could tell in pictures, stories or other artistic ways.

4) Community of Faith Profile

i) Job Description - Lynda Pyzer

Mona Denton has advised that it is not ready. She also says there is "no rush" as the complete job description does not have to be complete with the Community of Faith Profile. Latter requires a job summary as opposed to a job description. Mona Denton worked with Lynda and was specific as to what is included in the Job Description.

Mona Denton joined the meeting at 7:47 p.m. She advised that the job summary can have a link to the actual job description once the Community of Faith profile is on the church hub.

The job summary is like a precise of the Job Description

On the Hub, key words can link you to applicants looking for the same tasks, values etc. for the job. This permits a church seeking a minister to approach that person to encourage an application.

ii) Financial Viability - Peter Fox - Can be approved by LT

Peter asked if all of 2021 should be included. A-yes if it is available.

Peter advised that one issue of concern is the state of "flux" Knox has been in for 4 years. There is much uncertainty both because of our renovations and due to Covid restrictions.

Mona suggested this be outlined in the Financial Viability Report.

The youth leader now has to be considered a CDM. There is paper work on the UC of Canada web site to complete for the position.

LT agreed by consensus that the request should be for a full time minister to be hired.

Before LT passes the Profile, submit to P2P for appropriateness to avoid repeated corrections. Once it is deemed appropriate, it goes to LT, then congregation and then P2P for approval.

iii) Search Committee Recommendations: Lynda

Search Committee is Tom Hallas - Chair, Les Armstrong, Linda Montford, Lynda Moncrief, Kathy Dawe, Elora Cavner, Rai Therrien

Members can be nominated from the floor at the congregational meeting if we choose.

a place to be

a place to belong

a place to become

**Virtual Leadership Team Meeting
Minutes
December 14, 2021**

MOTION #2 - Moved by Don Cameron and seconded by Thelma Bretel
THAT the current slate of congregants be accepted by LT.
CARRIED

Mona Denton will do a training with the search committee prior to interviews. There is also a handbook and a video available for reading/viewing.

5) Reports:

i) Finance: Peter Fox - as attached

6) New Business:

i) Congregational meeting date:

Lynda Pyzer to attempt to meet timelines, the Community of Faith profile should be completed for leadership team for January 11/22. This would allow a congregational meeting to be held over ZOOM on January 23/22 at 1:00 p.m. Following that P2P would review it at their February 8/22 meeting (should be received by P2P by February 3/22).

7) Adjournment – The meeting was adjourned by Lynda Pyzer

Date of next meeting – January 11, 2022 7:00 p.m. on ZOOM

Devotions - Rai Terrien



Signature of Chair



Signature of Secretary

Motions:

Motion #1 Moved by Thelma Bretel and seconded by Cathy Zroback
THAT the agenda be adopted as printed.
Carried

Motion #2 Moved by Don Cameron and seconded by Thelma Bretel
THAT the slate of congregants for the search committee be approved.
Carried

Decisions Made By Consensus:

That the congregational meeting to approve the Community of Faith profile be held on January 23/22 at 1:00 p.m. on ZOOM

a place to be

a place to belong

a place to become

**Virtual Leadership Team Meeting
Minutes
December 14, 2021**

Reports and Tasks Pending from December 14, 2021

Tasks	Person(s) / Responsible
Prepare an online Christmas Eve story for children	Lynda Pyzer, Thelma Bretel and assistants
Revise Job Description to Job Summary for Community of Faith Profile	COF committee
Newsletters to be mailed to congregants without e-mail. Initially assess how many people can identify receiving the email	Office ? survey
Ask Marc Whitehead about protocol to follow when a Home church refuses to provide documents requested for a membership transfer.	Lynda Pyzer
Contact Meg Illman-White about keys (2) to the church	Rai Therrien