

a place to be

a place to belong

a place to become

**Leadership Team Meeting  
Minutes  
January 16, 2020  
Knox Lounge**

**Present:** Lynda Pyzer, Peter Fox, Thelma Bretel, Cathy Zroback; Elora Carver, Rai Therrien, Louise Marston, Meg Illman-White

**Guest:** Cheryl Dyck

**1) Opening Devotions:** Presented by Thelma Bretel from the book The Liturgical Year by Sr. Joan Chittister. Thelma read the epilogue that summarized some of how the liturgical year affects us and our lives.

Following, Lynda reminded all about "Holy Manners".

**2) Appointment of Agenda:**

**Motion #1** Moved by Cathy Zroback and seconded by Thelma Bretel

THAT the agenda be accepted as printed.

Carried

**3) Approval of Minutes:**

**i) LT Minutes:**

Amendments to November 21, 2019 minutes: In the Minister's report the first bullet should read "so Eric Matheson and Cheryl Kinney Matheson will..."

Under Youth & Young Families - Godly Play..delete "We need an interest group..congregation" and insert M&P needs to lead a conversation regarding youth & young children. Motion #4 should read: THAT the request to baptize Chloe and Easton Matheson be accepted.

**Motion #2** Moved by Thelma Bretel and seconded by Louise Marston

THAT the minutes be approved as amended.

Carried

**ii) Business Arising from Minutes:**

**Community Thank Yours - Peter**

Peter sent a poinsettia to St. Albans and purchased chimes for their one door as a thank you from Knox for their help during our renovations.

**Rental Policy (request from Women's Place) - Lynda**

Women's place needs an answer urgently regarding their request for rent of the sanctuary for a play they are wanting to perform 'Vagina Monologues'. After discussion approval was granted with the reminder to the planners that the content and language should be controlled. Knox's Rental Policy was reviewed by LT and suggestions were made for changes and additions. Lynda will make the changes to her draft copy, at a later date these changes will be discussed for approval.

**Handicap Parking Spots - Peter**

Peter Fox approached the city by a written request to the Operations Department for 3 more handicapped parking spots. We received a letter back from the City that a report to Council will be submitted for the January Committee of the Whole meeting, once approved they will then come into affect.

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**Signage - Cathy**

Finding appropriate signage has proved more difficult than anticipated. From Amazon and Bison Fire Protection Inc, Cathy has found an accessible door sign, an AED sign and a handicapped washroom sign. It was suggested that we should have a "scent free space" sign. Louise Marston will work with Cathy on acquiring signage as her workplace has such signs. It was also noted to check with the Ontario Disabilities Act to see if Braille is required for accessibility.

**Green Audit - Peter**

Peter spoke to Stephen Collette as they are waiting for our audit. Items on the list are gradually being done (window estimate, sanctuary lighting etc.). Peter wondered who the lead for the audit was (green audit group, leadership team or building interest group)? Louise has a list of items to be accomplished/prioritized she will send out. Leadership Team should put this together and then needs be signed by the Trustees. Should we disband the current Green Interest Group and form a new group to specifically address securing quotes and establishing tasks that need to be done? The ECO group should be included as a member of this group. Cathy is currently addressing the sanctuary light issue. She will approach the congregation for interested people in the Green Audit group. Several additional members would be ideal. Peter will take responsibility for the capital side of things.

**4) Correspondence:**

No correspond was brought forth.

**5) Reports:****i) Minister - Meg**

Met with KDSB regarding the Hub's direction. Felt it was a worthwhile meeting for the information and learned about the hoped working and service provision plans. Food provision for hub users is still an issue. The Fellowship Centre and Jubilee are filling in the gaps at this time for meals. (Report attached)

**ii) Youth and Young Families - Louise**

The bedlam breakfast that was to take place on January 5, turned out to be too soon after Christmas.

**iii) M & P - Louise**

M & P will take the lead on bringing information to the congregation for the Youth and Young Families. Brenda Shodin is to complete her term on M & P in May 2020.

**iv) F & S - Peter**

Peter drew our attention to the potential overpayment to the United Church of Canada, as the calculation is based on church revenue. November bank statement with notes is attached.

**v) WIG - Cathy**

(Report attached)

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**vi) Building - Cathy**

The accessible door has not been closing security when using the off and on "bottom" on top of door. The kitchen sink seems to be leaking as well. Peter Fox will contact the architect regarding these issues so they can be addressed before our year warranty is up.

**vii) Pantry - Cathy**

(Report attached)

**6) New Business**

**i) Discussions**

Thoughts about a potential Knox Alcohol policy for renters and the possibility of applying for a Grant such as Lotto 649. This discussion has been deferred.

**ii) Date for Annual Meeting - Annual Report/Budget - Lynda**

Annual Meeting date is set for February 23, 2020, Karen Richardson needs to be available to present the financial budget as Peter is away. There is another meeting scheduled for January 30 @ 4:30 to discuss the budget. Darlene MacGillivray would like to do an updated presentation to the LT Team on the Pabaamashi Project.

**7) Adjournment:** Date of next meeting  
February 20, 2020 @ 4:45

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



Signature of Chair



Signature of Secretary

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**Motions:**

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

Carried

**Motion #2** Moved by Thelma Bretel and seconded by Louise Marston THAT the minutes be approved as amended.

Carried

**Reports and Tasks Pending from January 16, 2020 Meeting**

Tasks	Person(s) / Responsible
Signage	Cathy Zroback & Louise Marston
List of items/tasks for Green Audit	Louise Marston
Sanctuary lights	Cathy Zroback
Feasibility of moving sound system	Brenda Shodin
Accessible door and kitchen drain repair (warranty work)	Peter Fox
Financial report & budget for Annual Meeting	Peter Fox
Advise Women's Place of acceptable rental	Cheryl Dyck
Check with Karen Richardson for Annual Meeting Feb. 23	Peter Fox