

**Virtual Leadership Team Meeting
Minutes
March 8, 2022**

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

1) Devotions: Thelma Bretel

Thelma gave a lot of thought to this devotion. Since today is International Women's day and Sunday was the World Day of Prayer, she chose a prayer from the United Church of Christ in the Philippines. I touched on many current concerns in the world-war, environment, hunger and famine. The prayer asked God to unburden our hearts, and help us find peace by responding to needs in our world and being Stewards of God's creation.

Lynda Pyzer reminded us of our holy manners.

2) Approval of Agenda:

Adjustment: Keys becomes #5 and Rental Policy moves to #6

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

3) Approval of Minutes:

Approved as printed.

Motion #2 - Moved by Thelma Bretel and seconded by Brenda Shodin THAT the February 8, 2022 minutes be approved as written.
Carried

4) Reports:

i) Finance & Stewardship - Peter Fox

Peter presented the proposed budget for questions, concerns. The United Church has said LT could tentatively approve a budget because Annual Meetings are late this year. Colors on our copies are of no significance. Donations are down about 40 individuals. Most are in the \$0-\$1000 range and are people who donate with attendance at church.

Our Manse Fund is adequate to go ahead with some of our capital projects. Peter explained amounts and the comments beside the amounts on the pages. WIG has some requests for worship items (mentioned in WIG report). Peter said to go ahead and purchase as the funds for them can come from our memorial fund. Brenda commended Peter for making the budget understandable as well as the methods to arrive at it.

Motion #3 - Moved by Peter Fox and seconded by Cathy Zroback THAT the proposed draft budget be approved by Leadership Team on an interim basis until it can be approved by the congregation.
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ii) WIG - Cathy Zroback

The main goal/concern is to get back to in person worship. WiIG recommends March 27/22 as the restart date

Policies will need revision - there will no longer be sign in or a vaccine requirement. We will continue to require masks and social distancing but will move to mask removal and distancing in the near future. Our Vaccine protocol was time limited anyway (January 22) Presently there is no programming for children and youth. Peter suggested we start looking for a youth worker.

The iPad needed for filming live services can be purchased from Memorial Funds. This requires a recommendation from WIG to Leadership Team to a motion/approval of the congregation.

Motion #4 - Moved by Thelma Bretel and seconded by Cathy Zroback

THAT the protocols of the Emergency Plan be updated to reflect the current Provincial Public Health Requirements.

Carried

iii) M&P - Brenda Shodin

With LT recommendation to have a Youth Worker again, they will draft a job description and desired programs.

iv) Building - Cathy Zroback

Routine maintenance continues, Alex Coats and Richard Shodin are working on the fan. Requests for estimates are to be made for flooring for the front of the sanctuary and the main floor space as it is hazardous now. Cathy was advised to move on it (new estimate, additional estimates if other sources can be found). For next year we will need a roster of snow shovelers or a designated person.

The doors are also an issue-they are sticking from ice build up, any idea for a solution.

5) Business Arising from the Minutes:

i) Kenora Moving Forward - Lynda Pyzer

They meet second last Tuesday of the month. They are developing groups that deal with things like Safe Spaces, Mental Health and Addiction and Advocacy. They are serving as many as 85 patrons. Some concerns: They have no mandate, some service attempts are duplications of others in town. A letter was circulated to churches recently asking for support. Funding this year is from the Foundation, KDSB and NeChee. LT suggested a reply commending KMF on their initiatives and asking that they keep us apprised of their activities. Knox is currently providing soup to Fellowship and a dinner every 2 weeks to the warming centre. Ongoing support past the fiscal year for Kenora Moving Forward is unknown.

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ii) WIG - Cathy Zroback

As printed - items listed iPad, reopening issues were dealt with under reports.

iii) Building - Cathy Zroback

Snow issue to be addressed for next winter.

iv) Annual Meeting:

May 1/22 after church. Reports are due for April 17.

A "hybrid" meeting is a consideration (in person and on line). The possibility of a lunch will be explored (bag lunch-own or provided or UCW will be asked if interested).

A significant issue this year is that all LT members have fulfilled their serving time so plans for "turnover" must be made. Peter Fox observed that a LT needs to be ready to support a new minister. Brenda thought that a period of time "with a buddy" for new LT members might be helpful or a "retreat" for orientation of new members.

v) Church Keys - Rai Therrien

All keys are now accounted for.

vi) Rental Policy:

Several LT members worked to make this more manageable for office bookings. The draft has been developed according to United Church protocols.

As printed. Changes are the \$50 refundable deposit, costs for rental have been generalized so are not specific to any one person or group (per CRA).

Comments: Sanctuary - there should be a breakdown of time here as well (eg. all day, half day or evening). Marc suggested that rental costs of a room/sanctuary should reflect the cost of lost rentals due to use of that space. He suggested that rental cost can be determined by a basic cost then add "extras " or a basic cost less items not needed.

Discussion ensued. No hard decisions. Suggestion that Sanctuary be \$300/day and \$150/per half day (4 hours).

Brenda showed an older rental application sheet to be filled by renter if a non profit group was renting. It essentially viewed a reduced cost as a donation to the group by Knox. Bruce Ormiston will be asked about potential liability issues in such a sheet.

7) Adjournment:

Date of next meeting - April 19, 2022 at 7:00 p.m. Zoom

Devotions - Rai Therrien

8) Closing Prayer - Marc Whitehead



Signature of Chair



Signature of Secretary

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Motions:

Motion #1 Moved by Elora Cavner and seconded by Brenda Shodin
THAT the agenda be adopted as amended.
Carried

Motion #2 Moved by Thelma Bretel and seconded by Elora Cavner
THAT the minutes of February 8, 2022 Leadership Team be adopted as printed.
Carried

Motion #3 - Moved by Peter Fox and seconded by Cathy Zroback
THAT the proposed draft budget be approved by Leadership Team on an interim basis until it
can be approved by the congregation.
Carried

Motion #4 - Moved by Thelma Bretel and seconded by Cathy Zroback
THAT the protocols of the Emergency Plan be updated to reflect the current Provincial Public
Health Requirements.
Carried

Decisions Made By Consensus:

1. That the vaccine requirement and signing in for contact purposes be discontinued.
2. That Cathy Zroback (Building Committee) pursue an up to date quote for replacement of flooring at the front of the sanctuary.
3. That M&P pursue the purchase of an i-Pad in preparation for live streaming of worship.

Reports and Tasks Pending from March 8, 2022

| Tasks | Person(s) / Responsible |
|---|------------------------------------|
| Revise Emergency Plan protocols to reflect current Public Health Provincial protocols | WIG/LT |
| Purchase iPad for ongoing live streaming of services | WIG after approved by congregation |
| Prepare a job description in preparation for hiring Youth Worker | M&P |
| Secure up to date estimates for replacement of flooring at front of sanctuary | Building committee - Cathy Z. |
| Discuss potential for lunch at annual meeting in May with UCW | Lynda Pyzer |
| Begin consideration for making upcoming LT turnover run smoothly | Leadership Team |
| Rental Policy - Share potential form to assist with Non Profit Rentals with Bruce Ormiston to see if it could leave Knox liable | Lynda Pyzer |