

a place to be

a place to belong

a place to become

**Leadership Team Meeting  
Minutes  
May 7, 2020  
Zoom Meeting**

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

**Guest:** Cheryl Dyck

**Regrets:** Elora Cavner

**1) Opening Devotions:** Presented by Don Cameron

Don's friend attends the National Day of Prayer each year. This day has an extensive history. Don suggested it is difficult to know how to start to pray. God is faithful & around us today. He is the same God who raised Lazarus, threw chairs in the temple and healed the blind. Prayer is important at this time in our history. We need to pray for strong leaders, for people ill with the virus, and for families who have lost loved ones in the Pandemic.

Lynda Pyzer reminded us of our holy manners.

**2) Approval of Agenda:** Cathy Zroback will add "Footprints" to her building report.

**Motion #1** Moved by Thelma Bretel and seconded by Don Cameron  
THAT the agenda be accepted as printed.  
Carried

**3) Approval of Minutes: April 16, 2020 Corrections:**

1) Cheryl Dyck should be added to attendance. 2) The number of people permanently housed was not 903. 3) Under the building Report it should read that due to the closure of the church building and Covid restrictions all projects including repair of the stain glass windows are prohibited. Regular walk through to assess security, heating and plumbing issues are being carried out by Alex Coats. 4) Also repairs that were to be done were on the downspout by the 5<sup>th</sup> Ave stairs. As well, Richard Shodin was to investigate acquiring a metal plate for the choir door to allow mail to be deposited yet maintain door security.

**Motion #2** - Moved by Peter Fox and seconded by Cathy Zroback  
THAT the minutes be approved as corrected.  
Carried

**ii) Business Arising from Minutes:**

**Shelter Statement - Meg**

Meg Illman-White and Henry Wall are working on it.

**Drainage - Peter/Cathy**

The downspout on the South wall by the 5<sup>th</sup> St. stairs still requires repair. This repair can go ahead.

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**Pantry Grant - Cathy**

Was successful for \$5,000. Lynda Pyzer will send the rules regarding its use to Cathy Zroback. We are obliged to acknowledge the Community Foundation on both the website and in the Newsletter. Knox congregation has been very generous as well. Gift Cards were purchased for both the Fellowship Center, KACL and KACL, they particularly appreciated the gift cards as it allows them to purchase groceries appropriate for their client's dietary needs.

**Cleaning Products** - deferred

**Visioning** - deferred

**4) Correspondence:** Letter from Shannon McCarthy

Letter from Shannon McCarthy, Executive Minister, The United Church of Canada.  
(Attached)

**5) Reports:**

**i) Minister - Meg**

Meg Illman-White has been busy with virtual service preparation, 7 approaching participants. Meg has been pleased with the willing participation and great cooperation of the congregation in helping develop the services. Pastoral Care and Worship are working well together now. She has met with study groups and the ECO interest group. Many are being newly introduced to technology and learning the possibility of what is achievable remotely. Meg is working with the research group. She has met with the Fellowship Center as they are overwhelmed and struggling to provide for the numbers they are seeing. The congregation has had 3 recent deaths; Bill Hawrysh, Bill Pendrick and Brian Dyck.

**ii) Pantry - Cathy**

Cathy was introduced to and is now working with a food security group who would like to see a town bylaw that allows chickens in the backyard. Donation requests brought in \$2400 for Pantry and \$550 for clothing as well as the \$5,000 grant from the Community Foundation. Lynda Pyzer will send Cathy the requirements to be met for this grant. Receipt of it must be reflected on both our website and in our newsletter. Yvonne Bearbull would like a food security group to continue with food security post Covid 19. A site for meals requires a 200 person capacity, a commercial kitchen and transportation to the site.

**iii) Finances & Stewardship - Peter**

Our payback to KDSB is now complete so there is an increase in rent received. Presently we are "holding our own" for donations. 12 people used the "donation button" on the website. There was a \$1000 down payment made for the women's retreat. A note was received from the United Church that the Green Initiatives grant is still valid. Cathy Zroback asked how to recoup expenses she paid out for Pantry. Answer: fillout the Knox expense form. Be sure to designate Pantry and also designate if the reimbursement should be from Knox Pantry funds or from the Community Foundation Grant.

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**iv) Ministry & Personnel - Heather Gropp**

The committee has been conversing regularly. They are still working on the congregational questionnaire to use as a method of staff assessment. They have two motions to present.

**Motion #3** - Moved by Thelma Bretel seconded by Cathy Zroback.

THAT Leadership Team accepts Ministry & Personnel’s recommendation to temporarily fur low Knox’s part time custodial position due to the COVID 19 situation. The position will be recalled when and as permitted.

After brief discussion the motion was Carried

**Motion #4** - Moved by Heather Gropp seconded by Don Cameron.

THAT Leadership Team accepts Ministry & Personnel’s mutual decision to delay the Minister’s Sabbatical to a mutually agreed upon date due to the unforeseen circumstance of COVID 19 and to withdraw to request to Prairie to Pine Regional Council for Pastoral Care coverage at this time.

Carried

**6) New Business:** There was no new business identified.

**7) Adjournment:** Meeting was adjourned at 7:30 p.m.  
Date of next meeting - May 28, 2020  
Devotions - Cathy Zroback will do devotions

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



Signature of Chair



Signature of Secretary

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**Reports and Tasks Pending from April 2, 2020**

<b>Tasks</b>	<b>Person(s) / Responsible</b>
KDSP report for Newsletter	Meg Illman-White
5th Ave. downspout repair	Building maintenance
Acknowledgement of Community Foundation Grant on website & newsletter	Cathy Zroback
Ask NWHU about Winnipeg Company beginning work on stain glass windows	Cathy Zroback
Notify Prairie to Pine re deferred sabbatical thus no need for pastoral coverage at this time.	M & P Committee