

**Virtual Leadership Team Meeting
Minutes
November 10, 2020**

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

Guest: Cheryl Dyck

1) Opening Devotions: Presented by Heather Gropp

Reflected that there is so much going on in the world right now. It is troubling. John 16:33 offers a message." I have told you this so you will have peace by being united to me. The world will make you suffer. But be brave! I have defeated the world!" Verse 32 interestingly describes to situation we find ourselves in- isolating at home. Heather said we are promised love surrounding us- nothing in our families, country or universe is unnoticed.

Lynda Pyzer reminded us of our Holy manners.

2) Approval of Agenda:

There were 2 additions to the agenda.

- i) A Pantry report
- ii) Correspondence from Elauna Boutwell

Motion #1 Moved by Cathy Zroback and seconded by Peter Fox
THAT the agenda be adopted with additions.
Carried

3) Approval of Minutes:

- i) Consensus decisions: Correct date of e-mails (Sept. 24th not 25th)

Motion #2 Moved by Peter Fox and seconded by Heather Gropp
THAT the consensus document be approved as corrected.
Carried

September 8, 2020 Corrections:

Page numbering, numerous typing spelling mistakes.

Motion #3 Moved by Peter Fox and seconded by Don Cameron
THAT the September 8, 2020 minutes be adopted with corrections.
Carried

- ii) **October 6, 2020 Motion:** This motion was unsupported and is included with the Consensus Document

iii) October 13, 2020 Minutes:

Under Business arising - Covid liability: rephrase the sentence to read " Bruce Ormiston says groups using Knox premises should sign a waiver that absolves Knox of Covid 19 liability"

Under Reports: vi) Knox News: rephrase the statement to read "Meg Illman-White feels Knox needs things to share in the newsletter that will give it a more Knox community feel. Things such as LT news, finance information, Pantry "doings, quilter's information etc.

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Heather Gropp volunteered that M&P would have something to share shortly. Meg Illman-White encouraged members of LT to contribute and to use it for communication of upcoming events or to update the congregation on plans. Information has to be sent to Cheryl by Wednesday.

Motion #4 Moved by Thelma Bretel and seconded by Cathy Zroback THAT the October 13, 2020 minutes be approved as corrected.
Carried

4) Correspondence:

- i) Cheryl Kinney Matheson requested space at Knox on Dec 2, 9, 15/2020 for her virtual classes. Her home internet is not reliable for such use. This request was approved. Cheryl Dyck will arrange space for her as this is also the evenings that Les Filles d'Esprit practice.
- ii) Elauna Boutwell called Lynda Pyzer and subsequently sent an e-mail (attached) introducing "Kenora Moving Forward". This is a grass roots group of individuals and organizations working to alleviate homelessness in Kenora. They would like to work with Knox to see if Knox can provide ideas or suggestions or get involved with their activities. They are approaching churches to inform them of their purpose. Leadership Team was receptive. Some discussion ensued. Concerns expressed in our conversation (and by helping groups) that there are a.m. and p.m. "gaps" of where people on the street can go between closing of the Fellowship Center and opening of the Shelter in the winter weather. The Moving Forward group will hold a 4 day bonfire in the lot beside Pet Value next week.

5) Business Arising from Minutes:

- i) Waiver for user groups: Not quite ready. There are sign in booklets and pens (a clean and a used container) at each door.
- ii) Sanitizing Sprayer: M&P feels it is not necessary at this time. Bruce Graham may be able to speak to the use of such. Heather Gropp can also ask Josh Nelson about them since they are used at the Rec Center. We probably won't use one this year. Use of one requires more research. Apparently Hydrogen Peroxide can be a solution used in a sprayer.

6) Reports:

i) Minister - Meg Illman-White

Meg is very pleased with people offering to do worship pieces and with those suggesting people who have not yet been seen/taken part in worship who might like to play a part. Meg is very concerned about the Fellowship center. They have little support and limited help. Meals are not part of their mandate so there is no funding for them. They have received some donations-both financial and food and others are offering services such as hair cuts and foot care. Meg wonders if Knox could provide 1 meal a week. Miriam MacDonald (former lead of opening doors) is helping explore this. Meg asked Peter Fox to include a line for food preparation in the budget. (Peter offered to discuss this with Miriam).

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A suggestion about providing muffins was made and enthusiastically discussed. This could involve the congregation and promote some church involvement while we are away from the church and other activities due to Covid. An invitation for participants to provide muffins and a lead to coordinate the activity will be put in Knox News.

Because of kitchen downsizing, when the education wing became the Shelter, equipment for food preparation is limited. Heather Gropp potentially offered loan of some equipment depending on what is needed. Meg will let her know.

Leadership team offered the balance of coffee at the church to Compassionate Kenora. The sprayer needs more research. It probably wouldn't be used this year. Peter Fox suggested Bruce Graham as a possible resource for information as they are used by the town. Heather Gropp said she could also approach Josh Nelson at the Rec Center for such information.

A Hepa filter for the vacuum was deemed unnecessary by the Kenora office of the Health Unit but was apparently felt necessary by the Fort Frances office.

ii) F & S - Peter Fox

Finances are OK in the short term. Peter's concern is for the long term and the viability of the building. M&S givings have decreased. The Government of Canada is now offering loans of \$60,000 with \$20,000 forgivable. Peter would like feed back on applying for one. Meg asked about the parameters of this loan. Peter explained that a portion has to pay salaries, insurance and expenses. We require approval from Prairie to Pine and it is secured through the bank (which is a stumbling block at times). Originally we did not qualify for the loans offered, but we do now. Application is valid until spring. Karen Richardson is now at the Royal Bank so could help us assess if we would qualify.

iii) Pantry - Cathy Zroback

Our funds are OK. Requests are down. Cathy is wondering what to do for Christmas Pantry, could provide some help for supplies for Fellowship meals.

iv) WIG - Cathy Zroback

Present assessment is that in person services may not resume til June 2021. They are working on logistics for an in person COMFORT & HOPE service. It would be done with all protocols in place. The possibility of using the Labyrinth is being explored, apparently Hydrogen Peroxide can be used in the sprayer mentioned above.

v) Building - Cathy Zroback

Committee continues to plug away at the "to do" list. Footprints- we are unable to do what we had hoped with the Sanctuary lights. The storm window repair for the stain glass window on the east side of the sanctuary will be very expensive to repair. Estimate is \$7000 from Pro Auto Glass. Bruce Ormiston is working on the waiver for Knox user groups to sign.

Cheryl Dyck has the sign in/contact sheets ready to go. There is a binder at each entrance with 2 pen containers (clean & dirty/used pens).

Peter Fox says property taxes are due in December. Our agreement with the KDSB is that they will pay the taxes. Assessment is \$16,700 and KDSB is appealing the assessment.

Bruce Ormiston is working with KDSB on the appeal.

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Water Valves were reviewed. We still need a key to access the closet on the Shelter side for the master shut off. There are still 3 areas that have no "local" shut off, the urinal, the water fountain and a map showing the location of shut offs will be posted on the furnace room door.

7) New Business:

Prairie to Pine Regional Meeting

- i) Lynda Pyzer attended the regular Prairie to Pine Meeting as a visitor. The Affirm status was approved. Our Covenant document has apparently been approved although we have not been advised directly of that.
Meg Illman-White also attended. She found the services of acknowledgement for the 2 people very meaningful. (it normally would have been a service of ordination).
- ii) Service of COMFORT & HOPE- Meg asked if it could be in person. There usually isn't more than 20-30 people attend. It usually lasts about 40 minutes but is dependent on participants.
Elora Caverner asked if we should have people register. Meg felt this wasn't necessary. Survey of Leadership team revealed approval but with preregistration and Covid personal & group protocols in place.

8) Adjournment - At 8:30 p.m. Date of next meeting is scheduled for December 8/20 at 7:00 p.m. on Zoom. Devotions – Peter Fox

9) Closing Prayer -

Heather Gropp shared her son Reid's "nice song with a message" This song "raises his spirits". The song is "We Are One".



Signature of Chair



Signature of Secretary

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Motions:

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Decisions Made By Consensus

1. That Cheryl Kinney Matheson be granted space for her classes on 3 different nights in December
2. That an invitation be made in Knox News for congregants to volunteer to make muffins regularly for donation to either Compassionate Kenora or the Fellowship Center
3. That the Service of COMFORT & HOPE take place in person with preregistration and as long as all other personal & group Covid protocols are in place.

Reports and Tasks Pending from November 10, 2020

Tasks	Person(s) / Responsible
Coordinate space for Cheryl Kinney Matheson & Les Filles D'Esprit on days they both use Knox premises	Cheryl Dyck
Invite Elauna Boutwell/ Kenora Moving Forward to a LT meeting	Lynda Pyzer
Further investigate the mechanism of a sprayer/fogger for sanitizing	M & P
Further investigate provision of a meal from Knox's kitchen to Fellowship Center	Meg, Miriam and other volunteers

a place to be

a place to belong

a place to become

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Solicit interest from the congregation for regular (?weekly) provision of muffins and for someone to Coordinate such for home-less outlet	Call for participants in Knox News
Secure necessary kitchen equipment if meal prep is to go ahead.	Meg Illman-White, Heather Gropp
Comments to Peter about attempting to secure the government loan	Leadership Team Members