



MINUTES FOR COUNCIL MEETING
Thursday, April 20, 2023
Held in the Fellowship Hall 3:30 p.m.

p. 57

Council Members Deb Gill (Chair), Mary McFadden (Council Secretary), Virginia Scott (Christian Development), Lynne Desjardine/Lois Gill – Co-Chairs (Fellowship & Outreach), Bryan Beattie – (Finance/Treasurer), Janice Sinker (Grand Bend Place & Nominations) Steve Northey (Ministry & Personnel & Stewardship), Debbie Procter (Property Management), Glen Miller (Trustees), Ruth Ann Eagleson (Worship & Music), Rosalind MacDonald (WOW Representative), Rev. Nancy Knowles (Pastoral Supervisor)

Members Present: Deb Gill, Mary McFadden, Virginia Scott, Bryan Beattie, Janice Sinker, Steve Northey, Debbie Procter, Glen Miller, Ruth Ann Eagleson

Regrets: Lois Gill, Rosalind MacDonald, Lynne Desjardine

Guest: Peter Challen – at 3:36 p.m. became a Council member by motion.

Quorum Present

1. **CALL TO ORDER** – 3:32 p.m.
2. **APPOINT AN EQUITY MONITOR** – Janice Sinker
3. **ACKNOWLEDGEMENT OF TERRITORY (READ ALOUD BY COUNCIL)**
4. **CANDLE LIGHTING** – Rev. Nancy Knowles
5. **OPENING PRAYER** – Rev. Nancy Knowles
6. **WOW Representative**
 - **MOTION to approve that Peter Challen become a Huron Shores U.C. Western Ontario Waterways representative and be a member of our Council effective immediately.**
Moved, seconded and carried.
 - **Rational:** We are eligible to have two WOW representatives. Both Ruth Ann Eagleson and Bob Illman have resigned from this position. At the moment Rosalind MacDonald remains on leave as one of our WOW representatives. Peter Challen has come forward and agreed to stand as one of our representatives so that we in fact have one on Council. Also, due to the fact there is a May conference, it would be beneficial that HSUC would have someone there.
7. **APPROVAL OF AGENDA**
 - **MOTION to approve the agenda as distributed. Moved, seconded and carried.**

MINUTES FOR COUNCIL MEETING - Thursday, April 20, 2023

p. 59

- **WORSHIP & MUSIC – Ruth Ann Eagleson:**
 - Recommendation to Council that the ACM be separate from the worship service. This was briefly discussed and the pros and cons were shared. This topic will be tabled until January 2024.
- **GRAND BEND PLACE – Janice Sinker:** Very nice comments from audience were expressed at the Little Big Band concert on Sunday, April 16. Performers so appreciative of meal. As a bonus (expenses), next concert, Emm Gryner on May 6 – she will cover the cost of her back-up musicians.
- **SEARCH TEAM – Janice Sinker:** No added information.
- **FINANCE – Bryan Beattie:** Commentary and Operating Summary were provided at the meeting. **(Attachments #9 & 10)**
 - Deb asked if there had been any word from the auditor – no word.
 - Steve reported that Rhonda Manore is doing very well in her double roles.

12. NEW BUSINESS

- **Resignation from Leslie Bella and Donna Frim as Zoom hosts.** This news came with much regret but also an understanding of the issues. There is no question that the technology W.G. have encountered multiple. Recently it was decided to concentrate on Zoom only during worship and table livestream for the future.
 - **Worship & Music Tech – refer to (attachment #11) for details.**
 - Deb collaborating with Christine Bregman, have outlined an “Action Plan” and a new “Procedure to schedule, cancel and attend Zoom meetings”.
 - Christine is very knowledgeable with newer Zoom technology and is willing to become the “Leader” to work with and teach members on the Worship & Music tech team W.G. to learn this newer technology.
 - The plan is to purchase a dedicated laptop for Zoom use only and possibility another computer for general use (could be covered by a grant).
- **Booking Coordinator**
 - Janna Oud has agreed to take over this role. Administration hours will increase to manage HSUC/GBP bookings.
 - Janna will receive requests, if a special event, the information will be sent to Deb. Once the event is approved it will be added to the HSUC calendar.
 - The on-line form will need some tweaking, which Janna will look after.
- **Zoom and YouTube accounts**
 - There will be a change of administrative rights to manage.
 - Individuals with access to these accounts would be: The Office Administrator, Minister and Council chair.

P 61

Note to Council Chair

This is a notice of my intention to withdraw from positions on the Council of Huron Shores. Specifically, from the Nominating Team and as one of the representatives to WOW.

This should not be interpreted as a lack of interest in the activities of the Church and I remain dedicated to participating in many ways, including being part of the choir. I have always considered the church as an important element of my life and I will continue to do so.

Respectfully,
Marilyn Beattie

P. 62

April 10, 2023

Huron Shores United Church
Fellowship and Outreach Program

Program members

This is a letter of request for funds to assist a local Ukrainian family. I have been working with this family since last August and I can assure you that they are working very hard to succeed in their new life in Canada. Both parents and the eldest son are working in full time positions to help pay for rent, food, household bills, etc.

In respect for their privacy, I would share with you only that they have had a short term situation which has required extra funding. Although they are striving to meet their needs, they are finding themselves in a stressful situation.

I am asking that you may consider giving some short term assistance to help them through this difficult time.

I would request a one time donation of \$500.00 or whatever you would deem appropriate. If a monetary donation could not be made, food vouchers at a local grocery would also be a benefit at this time.

I know they would be very appreciative of any help that is given.

I appreciate your time and consideration of my request on their behalf.

Please contact me with your decision.

Respectfully,
Sharon Soldan
519-238-8109
jsoldan@hay.net

I know everyone struggled with the zoom service today, and I appreciate the efforts that were made to get zoom going, but I am afraid I can no longer serve as zoom host. I hope that in future you will be able to manage zoom and zoom hosting from the console.

You know that I have been very near the edge in terms of continuing in the zoom host role, but this morning pushed me over the edge. From 9.00am onwards I tried to sign in to the host role, and was puzzled and frustrated at being unable to do so. I assumed I had something wrong. I understand the decision to have the console manage zoom, and the decision to change the password, but to not let us as zoom hosts know about either of these decisions suggests to me that the zoom host role is not valued. So, I am resigning from this role effective immediately.

I will try for now to continue the editing for Huron Shores by phone and on Line, as long as I continue to have access to the sound recordings. If we continue to use zoom recordings and if I am no longer a zoom host, then someone at the console will have to initiate the recording process and forward the recordings to me.

I look forward to seeing you all in person some time in May when I return to Ontario.

Again, I am sorry, but.....

Leslie

Hi Deb,

I appreciate the efforts that were made to include the Zoomers in the service. Despite the sound limitations during the music, it was kind of the camera person to move the screen so that the hymn words could be seen. Peter and Trish's voices were clear and the message as always was food for thought and full of hope.

It is with regret therefore that I am going to resign from being a Zoom host.

With the Console going to take over Zoom, an external Host seems to be redundant. However, more than this, is that I felt unvalued as I was not in the loop that the password had been changed.

Each Sunday, Leslie and I try to be online by 9:00 a.m. to let other Church members on and stay after the service to talk with those who wish to chat.

When I couldn't get on today, I thought that I had done something wrong.

I emailed those folks for whom I have contacts to let them know that there was an issue.

I called Bill and Joyce and Doris.

From: **carolyn brophy** <cbrophy66@gmail.com>
Date: Sun, Apr 16, 2023 at 8:23 AM
Subject: Magnetic name tags
To: John Gill <john.deb.gill@gmail.com>

Good morning,

I was talking to at least one person about name tags. That person like myself would like magnetic name tags so our clothing doesn't get damaged.

I was going to order Terry and I two from Amazon and then thought it might be something the church could consider. I know your plan is to encourage name tag use. Perhaps there could be a place to leave them at the church. I have been told there was such a place before the construction began.

I thought of having the sale of the tags as a fundraising activity, but maybe that isn't a good idea if the goal is to have more COF members wearing them. Let me know what you think.

Deb Gill's response to Bob Illman's email notice of resigning from HSUC responsibilities



John Gill

5:27 PM (1 hour ago)



to Bob, Bryan, Debbie, Glen, Janice, John, Lois, Lynne, me, Nancy, Ruth, Steve ▾

Dear Bob,

We accepted with regret your decision to resign from Council and take a break from your WOW rep position the tech support to the worship services.

Know you are appreciated and while we respect your need to take a break you will be welcome back when you are ready.

Sincerely,

Deb Gill

Chair of Council



Team Terms of Reference (TOR)

Team Name	Click or tap here to enter the team name.
Original TOR Date	Click or tap to select the date that Council approved the team's TOR.
TOR Revision Date	Click or tap to select the latest revision date.
TOR Review Date	Click or tap to select the next TOR review date.

Team Mandate	Click or tap here to define the team mandate.
Team Duties	Click or tap here to list team duties.
Working Groups	Click or tap here to enter working groups that fall under the team.
Meeting Frequency	Click or tap here to enter meeting frequency.
Minutes and Retention	Click or tap here to enter minute-taking requirements, including who takes minutes, and how long and where to retain copies.

Team Member Term Length	Click or tap here to enter team member term length. Also, note if there is an option to renew for a second term.
Team Member Names	Click or tap here to enter team member names, including their join and finish dates.
Team Leadership	Click or tap here to enter the current team chair name(s), and any other leadership names and roles.



P.68

Working Group Terms of Reference (TOR)

Working Group Name	Click or tap here to enter the working group's name.
Lead Team Name	Click or tap here to enter the team name that the working group falls under.
Original TOR Approval Date	Click or tap to select the date that the lead team approved the working group's TOR.
TOR Revision Date	Click or tap to select the latest revision date.
TOR Review Date	Click or tap to select the next TOR review date.

Working Group Mandate	Click or tap here to define the working group mandate.
Working Group Duties	Click or tap here to list working group duties.
Meeting Frequency	Click or tap here to enter meeting frequency.
Minutes and Retention	Click or tap here to enter minute-taking requirements, including who takes minutes, and how long and where to retain copies.

Working Group Member Term Length	Click or tap here to enter the working group member term length. Also, note if there is an option to renew for a second term.
Working Group Member Names	Click or tap here to enter working group member names, including their join and finish dates.
Working Group Leadership	Click or tap here to enter the current working group chair/leader name(s), and any other leadership names and roles.



COUNCIL MEETING TEAM REPORTS

April 20, 2023

p. 69

FELLOWSHIP & OUTREACH – Lynne Desjardine/Lois Gill – Co-Chairs:

- **Right Relations:**
 - **Actions completed:**
 - Last meeting held by Zoom on Thursday, March 23 at 10:00 a.m. included a book discussion , “True Reconciliation – How to be a Force for Change” by Jody Wilson-Raybould.
 - Information put in “Shorelines” re: “Placing Ourselves in Colonization”, study sessions by Elaine Enns and Ched Myer. Starts on Monday, April 24.
 - **Actions pending:**
 - Plans being made for Indigenous Heritage Sunday service on June 11.
 - Next meeting Thursday, April 27 on Zoom.
- **Free Store:**
 - **Actions completed:** Held a planning meeting for Spring Free Store on Wednesday, April 5.
 - **Actions pending:** Spring Free Store coming up on Friday, May 5 and Saturday, May 6.
- **Affirming:**
 - **Actions pending:**
 - Members of the group have begun to sell the Rainbow Window Clings at a cost of \$5.00 per cling.
 - Leslie Bella has been working on reviewing some LGBTQ2+ movies for possible themed movie events at Grand Bend Place. Her reviews will be appearing from time to time in the Shorelines newsletter.
- **Cards of Care:** Ongoing.
- **Parking Project:** On hold until May.
- **Hospitality:**
 - **Actions completed:** Served refreshments at “Jazz Vespers” concert and “Huron Shores Café”
- **Prayer Shawls:** Ongoing weekly meetings at church.
- **M&S Enthusiasts:** Ongoing monthly updates.
- **Caring Casseroles:** Next cooking session Friday, May 12.
- **Outreach:**
 - **Actions completed:** Foodbank Sundays restarted April 2 and will continue on the first Sunday monthly with collection of non-perishable food items and funds donations. Monthly reminder to go in “Shorelines”.
 - **Actions pending:** “Let’s Talk About It! Funerals, Celebrations of Life and More” information session booked for Thursday, May 11 at 7:00 p.m. Dessert included 🍰 See poster for information.

COUNCIL MEETING TEAM REPORTS - April 20, 2023

PROPERTY – Debbie Procter:

- **Action Pending (cont'd):**
 - Church Parking donation boxes will be readied for the May 15 change over to coincide with the Lambton Shores parking meter by-laws.
 - The remainder of the outdoor water taps including the Community Living Room sprinkler system and the Rotary Club water refilling station will be turned on before May 15.
 - Outside Green Cathedral benches will need to be pressure washed in May.
 - Outside windows will need to be cleaned in May.
 - Outside Green Cathedral area stage will need to be pressure washed in May.
- **Outdoor Green Team WG**
 - **Action Pending:**
 - Church gardens need to be tidied up this month or the beginning of next month. A notice will be placed in Shorelines asking for volunteers.
 - Setting up a volunteer watering schedule for the summer months. A notice will be placed in Shorelines asking for volunteers.
 - **Action Completed:**
 - Outdoor water taps on the NE and NW have been turned on.
 - Pansies and pussy willows have been placed in the outdoor urns by the Embellishment WG and the Green Team.
- **Accessibility WG**
 - **Action Pending:**
 - Awaiting Dan Gill to set a date for installation of the bathroom hand bars.
 - Announcement placed in Shorelines to find a volunteer to set out parking cones with signs. No volunteers yet.
 - Ask Ken Eagleson if adding a wheel chair seat to our regular church chairs would help him get up and down easier.
 - **Actions Completed:**
 - Debbie Procter was invited to the Accessibility WG meeting on Mar. 21.
 - A third accessibility drop down bar has been purchased for the one remaining washroom that needs it. Installation can't be done until the necessary funds are raised.
- **Embellishment WG**
 - **Action Pending:** One or two people are needed to look after the Prayer Tree ribbons for the summer. A notice will be put into Shorelines.
 - **Action Completed:** Decorated for Lent, Palm Sunday, Easter Sunday, and Spring. As Mary stated, it is kind of obvious what the Embellishment WG does. Thanks, ladies, for all you do.

CHRISTIAN DEVELOPMENT – Virginia Scott:

- **Action Pending:**
 - Annual Church Picnic/Service will be on June 25th at 11 am at Ken & Ruthanne Eagleson's farm. Bring your own lunch and drinks, with the option of bringing something to share, lawn chairs, etc.
 - Kids in the Kitchen - tentative date is the week of July 17 to July 21, 9:00 a.m. – 12:00 noon. Has not been confirmed.

Financial Commentary for the Council meeting on April 20, 2023

Attached is the operating summary for the three months to end of March. Not much to comment on. Appears pretty straight forward. Operating receipts are ahead of last year. But too early to predict for remainder of year. Main area of difference in expenditures is in personnel costs which are low due to Pulpit vacancy and we continue to apply replacement costs of visiting leaders to the fund remaining from the short term disability credit from prior year. Also there is a current group insurance recovery relating to the departure of Rev. Gail, that has been partly reflected as a credit in 2023. Other disbursements are below budget in many cases due to the lower level of activity. Bottom line is a surplus of \$4,800 for the 3 months. Later in the month there will be an update of the various restricted funds circulated to Council for information purposes.

P. 74

HURON SHORES UNITED CHURCH Operating report March 2023

		2023	Actual	Actual
		Draft	to	to
Page 1		<u>Budget</u>	<u>Mar 2023</u>	<u>Mar 2022</u>
OPERATING				
RECEIPTS	Contributions	120,000	27,085	25,256
	Loose		0	
	Special Envelopes	7,000		
	Grocery Card	7,000	1,164	1,310
	Fundraising events	11,700	-	
	HST rebate			
	Grant Community Wellness		41	Offset
	Rentals and Misc	3,000	530	-
				incl. Vespers
	Total	148,700	28,820	26,566
	Cost Recovery from Debt Retire	37,560	5,040	5,040
	Total Receipts	186,260	33,860	31,606
EXPENDITURES				
	Personnel remun & Bene	75,425	14,298	16,265
	Group ins recovery	- 2,128	- 2,128	-
	Community Wellness Coord		-	Offset
	Travel and Ed	3,000	-	-
		<u>76,297</u>	<u>12,170</u>	<u>16,265</u>
	Admin Expense			
	Technology	1,200	300	220
	Bank charges	1,400	590	464
	Supplies	3,000	189	730
	Community wellness		41	Offset
	Postage	500	50	38
	Phone	1,200	364	360
	Copier lease	2,000	505	505
		<u>9,300</u>	<u>2,039</u>	<u>2,317</u>
	Worship			
	Sanctuary Supplies	200		28
	Advert Newspaper	500	141	168
	Summer Music	750		
	Music supplies	2,000	112	51
	Copyright Lic	650		
	Audio Visual	450		
	Special Projects	400	56	78
		<u>4,950</u>	<u>309</u>	<u>325</u>

Worship Technology Action Plan

1. Issue a letter to Bob Illman and Janna McFadden. Thank Bob for his years of volunteering and our wish to honor his request for a break from Worship technology. Inform Bob that our Office Administrator as a paid employee, will be the administrator of our You Tube and Zoom sites as well as the Booking Coordinator. He should furnish Janna with all usernames and passwords to all our accounts by April 30. We will thank him for his offer of inservice but at this time we have other plans in place.
2. Purchase a laptop and case specifically for the worship services with the grant dollars. The laptop there now will be used for all GBP activities. At the end of the service the laptop will go to a home and be left plugged in for updates. Christine will train all the tech team to know specifically what to plug in and where.
3. Develop a Worship and Music technology working group reporting directly to the chair until further developed. Christine B will take leadership of this team working with Dan Gill, Chris and Joanne Barry, Lori Hyatt, Dennis McIntyre, Will Vanerlinden and Doug Kyle.
4. Janna to post the following procedure for booking Zoom meetings on our website with a link from 'our docs' to our calendar.
5. Jana to post instructions with a button link on our calendar with the instructions 'all attendees need to know'. (Assistance from Christine B is available if needed)

Procedure to schedule, cancel and attend Zoom Meetings

There is now a new (better!) process to schedule, cancel and attend a Zoom meeting, as follows:

1. Go to the facility booking form here:
<https://www.huronshoresunitedchurch.com/copy-2-of-our-church-renewal-projec>
2. Fill in the required form fields and select, Room - Zoom Hybrid or No Room - Zoom Only
3. In the Comment field, enter the email address of the person who will host the meeting
4. If the booking is a recurring meeting, note that in the Comment box
5. To cancel a Zoom meeting, use the facility booking form to communicate that to the Booking Coordinator
6. The facility booking form is sent to the Booking Coordinator, who will schedule the meeting and add it to the HSUC calendar.