



**MINUTES of Council Meeting**  
**Thursday, January 21, 2021**  
**Held in the Zoom Platform at 4:00 p.m.**

p. 4

**Members Present:** Janice Sinker (Chair/Affirming); Mary McFadden (Acting Council Secretary); Lynne Desjardine (~~Mission & Outreach~~ Fellowship & Outreach), Bryan Beattie (Finance/Treasurer); ~~Lois Gill (Congregational Care)~~, Virginia Scott (Christian Development); Charles MacDonald (Ministry and Personnel); Deb Gill (Property Management) Ruth Ann Eagleson (Worship/WOW); Rosalind MacDonald (WOW); Bob Illman (Board of Trustees/WOW); Wilma Harris (Worship); the Rev. Dr. Kate Crawford (Minister)  
**\* Correction:** Lynne Desjardine and Lois Gill – Co-Chairs (Fellowship & Outreach)

**Absent:** Vacant (Accessibility)

## **AGENDA**

- 1. Call to Order by Janice Sinker 4:10 pm – quorum was present**
- 2. Acknowledgement of Territory** – was read by all Council members **\* Correction - and guest.**
- 3. Opening Prayer** – Lead by Rev Kate Crawford.
- 4. Agenda Approval – Janice Sinker:**
  - MOTION that the Agenda be approved. Moved, seconded and carried.**
- 5. Announcements/Correspondence – Janice:** expressed her sincere thanks to all Council members for all their support during her term as Council Chair.
- 6. Review and Approval of Minutes**
  - MOTION – that the December 17, 2020 Council minutes be approved as amended. Moved, seconded and carried.**  
Correction: In Team Reports, under “Property”, in the last sentence the word “extra” is to be removed.
  - MOTION – that the January 14, 2021 (Special Meeting) minutes be approved. Moved, seconded and carried.**
- 7. Business Arising – Kate Crawford:** Spoke on the Community Foundation Grant (Fellowship Hall audio/visual) asked that a notice be put in Shoreline and Janice will write a thank you letter.

- 8. Financial Report – Bryan Beattie:** Refer to Bryan’s detailed financial commentary (**attached**). Emphasized how grateful the finance team is of the generosity of our Community of Faith despite Covid-19. Due to several factors, we have realized just over a \$13,000 surplus. Explained that producing a draft 2021 Budget for approval at the February ACM would be very difficult. Regional Council realizes the difficulty and is suggesting to churches to defer a draft budget with a deadline of June 2021. A brief discussion followed resulting in the following motion:
- **MOTION - that the proposed 2021 Budget is not presented at ACM on Sunday, February 7 but to defer to a special Congregational meeting on Sunday, June 6, 2021. Moved, seconded and carried.**  
**\* Correction:** the 3<sup>rd</sup> line should read, “Due to several factors, we have realized just over a \$13,000 surplus, which was unfortunately balanced by a correction in accounting assumptions amounting to roughly -\$13,000.”
- 9. Community Innovation Hub – Charles MacDonald:** If there is interest, links to the slides and charts that Carla Leon used in her presentation on January 14 are available. Carla is joining the Community Foundation’s “Vital Conversation” meeting on Wednesday, January 27. After this meeting, Carla and Charles will meet to plan the next CIH action.
- 10. COVID-19 Update – Janice Sinker:** Met recently with a concern of folks entering into the church building during the lockdown. Examples: ringing of the bell Sunday morning, certain maintenance or improvement (audio/visual) tasks. These folks will be advised that they are doing so at their own risk. There will be a posting on the Queens Ave. door. It was suggested that a letter of permission be made available. Bob Illman is working on this letter. “Bells of Hope” will continue to ring in support of Frontline Workers on Saturday evening and in support of our ministry.
- 11. Sabbatical 2021 Information and Discussion – Charles MacDonald –** will be addressed during Team Reports.
- 12. Policies and Procedures Draft Document \* Correction (Attached) - Bob Illman:** Asked for any additions or corrections. Charles pointed out that #4.4 in the index and on page 7, “Ministry Personnel on Teams” needed to be re-worded. Bob will correct.
- **Council approved by consensus.**
- 13. Annual Congregational Meeting Preparations – Janice Sinker/Kate Crawford:** Will be during the church service on Zoom – much the same as previous years. Discussion on procedures if a vote is necessary and using a secret ballot or a show of raised hand and having scrutineers. There would be three scrutineers with one being “Chief”. Janice will collaborate with Kate a few days before to finalize the agenda.
- **Motion - that Council approve the voting procedure (attached) at the ACM on February 7, 2021. Moved, seconded and carried.**

**5:00 p.m.** – Lynne Desjardine left meeting.

**14. Security Camera Quote (Attached) – Bob Illman:** Bob reviewed quote from AMP (division of Hay Communications). There is an additional cost of \$35/month for running the service. It is felt that there is justification in obtaining a security system. Recent damage and theft were reviewed: Flag pole damage, bike rack theft and decorative bell tempered with. Question was raised about the number of cameras installed. Explained that the number is necessary due to the layout and angle of the building. It was suggested that Bob and Deb Gill have a conversation with the police before pursuing other quotes. Consideration will be given as to where the funds to pay for a security system will come from.

## **15. Team and Working Group Reports –**

- **Affirming – Janice Sinker:** have scheduled all meetings for 2021.
- **Ministry & Personnel – Charles MacDonald:** Sabbatical date projections reviewed (see **attached** report.) Time in February, October and December are vacation. Charles is grouping time away from April 25 to August 28, 2021 with the Sabbatical dates.
  - **Sabbatical – Charles MacDonald:** Sabbatical information will be published in Shorelines, posted on the website and will be announced during worship services.
    - **Motion - that the 2021 Pamphlet and 2021 Plan for Sabbatical be approved as presented to Council. Moved, seconded and carried. Kate Crawford abstained.**

Charles spoke on arrangements for worship services during Kate’s vacation and Sabbatical time away. Once arrangements are confirmed, the plans will be handed over to Worship for approval. Funds for Pulpit Supply will be covered from the Restorative Care Plan.
- **Worship – Wilma Harris:** have not discussed return to church.
- **Community Wellness Working Group – Charles MacDonald:** Will hopefully start looking for candidates in March/April.
- **Trustees – Bob Illman: Privacy Policy (attached)** - researched the United Church website to draft this policy.
  - **Motion – that Council accepts the proposed Privacy Policy from the Trustees. Moved, seconded and carried.**
- **Grand Bend Place – Bob Illman:** Emphasized that bookings are now done through the new gmail booking address - This email address is linked on both the GBP and HSUC websites. Bob has agreed to set up Zoom meetings if requested. Reminder to take a look at either calendar on either website before setting a time for meetings. Calendar will have link to any Zoom meeting.

- **Nominating W.G. – Janice Sinker:** Along with Janice, team members are Marilyn Beattie and Lynne Desjardine. Explained process of filling roles. Accessibility - Linda Overmeyer; Chair - Charles MacDonald and Council Secretary – Mary McFadden. Extended a thank you to the folks who have come forward to fill these roles.
- **Congregational Visitors – Rosalind MacDonald:** Spoke about the Phone Tree. The Phone Tree has seven callers. Our Community of Faith is pleased to be hearing from the “Church”, many positive comments and feedback. Shared an act of “Outreach” that was completed by the Congregational Visitors on December 24<sup>th</sup>. A call was received from the church office – an appeal from a family in need. Food for the family was arranged and obtained from Blessings.

### 16. New Business

- **Lois Gill – Fellowship and Outreach:** Is looking into a “Trivia Game Zoom Event”, perhaps in mid March.
- **Bryan Beattie – Finance:** Discussed changing the monthly Finance meetings to the 3<sup>rd</sup> Thursday of the month. That would require that the monthly Council meetings be changed to the 4<sup>th</sup> Thursday.
- **Motion – that Council approve the new schedule of the monthly Finance meetings to the 3<sup>rd</sup> Thursday and the Council meetings to the 4<sup>th</sup> Thursday. Moved, seconded and carried.**
- **Deb Gill - Faithful Footprints:** Faithful Footprints is the name of a UCC granting opportunity to support green initiatives. Deb provided a detailed report (**attached**) and asked for Council’s approval to investigate further and bring back to Council at the March meeting.
- **Charles MacDonald –** Presented Janice with a gift in appreciation of her time with us as Council Chair. The gift - a gift certificate to F.I.N.E.

### 17. Janice Sinker adjourned the meeting at 5:48 p.m.

**Next Council Meeting to be held on Thursday, March 25, 2021 at 4:00 p.m.**

---

Janice Sinker  
Chair

Mary McFadden  
Acting Council Secretary