

Council Minutes June 1, 2022 Grace United Church

Executive:		Attendance
Chair	Al Shaw	Present
Vice-Chair	Leslie Veldman	Present
Past Chair	Regan Pfaff-MacDonald	Absent
Secretary	Cecily Chiles	Present
Treasurer	Wayne Pease	Absent
Ministry	Kenji Marui	Present
	Pat Morrison	On leave

Committee Representatives:		Attendance
AOTS	Al Grimwood	Absent
Christian Development	Shirley Willis	Absent
Communications	Christopher Cooke	Present
Congregational Care & Growth	Bev Walkling	Present
Finance	Paul Cooper	Present
Region Rep	Kenji Marui	attendance noted above
Outreach	Paul Cooper	attendance noted above
Ministry & Personnel	John Cooke	Present
Re-opening	Marion Staples	Present
Planning	Jim Wicks	Present
Property	John Cooke	attendance noted above
Proclamation and Special Events	Bev Walkling	attendance noted above
Trustees	Pete Melanson	Present
Worship	Gord Walkling	Present
Investment Policy advisory ad-hoc	Vernon Chiles	Present

The Meeting was held via Zoom with 13 participants, as per adjournment and began at 7:00 pm. There was a quorum.

1. Devotion

Bev Walkling on behalf of Worship. The Lord's prayer (extended dance mix) by Nadia Bolz-Weber
<https://thecorners.substack.com/p/the-lords-prayer-extended-dance-mix>.

2. Approval of Agenda

MOTION: to approve the agenda.
 Bev Walkling/Leslie Veldman] Carried

3. Approval of Minutes

MOTION: to approve the Council meeting minutes from May 4, 2022.
 [Marion Staples/Jim Wicks] Carried.

Council Minutes June 1, 2022 Grace United Church

4. Business Arising from the Minutes

- Diversity ED financial support of 2S-LGBTQ+ camp. Confirm that Diversity ED fund-raising activity continues for this camp (we thought it may have ended on May 15) and that about \$5000 remains (of total goal of approx. \$6800).

However, Diversity Ed does not have a charitable CRA number - although they have applied for one. Our normal practice is to ensure potential soup luncheon beneficiaries have a CRA number. Fund raising may be impacted if we cannot issue tax receipts.

Options are:

1. Proceed with virtual soup luncheon (VSL) and issue tax receipts based on pending CRA approval.
2. Proceed with VSL but let the congregation know that we will be unable to issue tax receipts.
3. Look for another funding option to support.

Paul Cooper talked to Lori about June 5 for the VSL and can get the information to her for the June 3 weekly email.

Donations would have to go directly to Diversity ED, not through Grace books because they do not have charitable status.

Youth are hoping to host a bake sale and talent show to fundraise for the same camp, potential date is June 26. Diversity ED is still short of funds for their camp, however they are still planning to proceed with the camp.

- Leslie Veldman – Youth talent show and bake sale being planned in June. The talent show is a fundraiser for the Diversity ED 2S-LGBTQ+ camp. Most likely date is June 26. The group is evaluating the options to hold the talent show in the gym or sanctuary. Working to get approval from Worship committee to hold the event in the sanctuary.

5. Correspondence

- Al Shaw is drafting several letters on behalf of Grace. St. Paul's UC closing end of June. Ravenswood UC also holding its final service in June. Letters are being prepared to send to the congregation thanking them for their contributions to the local faith community.
SPATA is also disbanding, a group that Grace has supported; a letter will be sent to members of that group. Kenji will work with Al on the letters.
4th letter is to Rev. Dr. Sally Shaw, who is a Grace sponsored candidate, congratulating her on her 30 years in ministry.
- Not all Grace sponsored ministerial candidates have photos. CC&G is aware of this and have attempted to obtain photos from the missing candidates (Adam Kilner, Jessica Cottrell, Susan Woodhouse).
- Kenji's photo should be added to the gallery.
- HALO Trinity Town Hall invitation, June 13 7:30 pm. If anyone wants to read the Halo study it is available on Teams or reach out to Cecily to send a copy. Invitation will be available to members of council and committees.

6. New Business

- None.

Council Minutes June 1, 2022 Grace United Church

7. Pastoral Team Reports and Teaching

Kenji's ministerial report

- Youth group connection
- More in-person visiting.
- Laptop and video switcher not communicating. Kenji will try to troubleshoot.
- Bible study continues through the summer
- Thursday book club, Lambton affirm
- Study leave
- Resonance -

8. Ad hoc committee reports

Re-opening

- Committee met May 24. Worship recommends keeping masking in place for the foreseeable future.
- The tape will be removed on the outside sections to allow for more capacity. People who sit in this section will be asked not to sit directly behind the people in front of them. The tape in the middle sections will remain in place. Lori will do this before Sunday.
- If at some point, if we seem to be reaching capacity again, the greeters (Marion, Gord, John) will email the committee and we can determine if we want to make any more changes.
- People seem to be comfortable with moving about and talking during passing of the peace.
- Young families can begin using the gym after worship, but no refreshments will be served.
- The Cathcart doors will be unlocked to use as an entrance/exit and for possible ventilation.
- An announcement will be included in the Friday email blast about the above changes, and masking continuing because singing is considered to be a higher risk.
- We need to be prepared to hand out more masks as people are not always remembering to bring their own.
- Discussion was had about whether there should be cake after Glenn's last Sunday. This item does not fall under the Reopening Committee's mandate, although at this point, there is no Sunday coffee/tea reception after the service.

Marin Staples

Motion: that Council approve the Safety Plan that was circulated with the agenda, (Safety Plan Rev. 15). [Marion Staples / Gord Walking] – Carried

Council Minutes June 1, 2022 Grace United Church

Investment Policy ad hoc committee

In the council minutes of Feb. 2, 2022, the Financial Review team made a recommendation in their report, to establish and investment policy. This committee was formed as a result of the recommendations. Representatives from Finance, Trustees and other persons with an interest in investments formed the committee.

Received Investment Advisory Working Group Report, Summary of Recommendations (See Appendix A for the full report):

- Use a mix of chequing, high interest savings, GICs, Sarnia Community Foundation (SCF), and a mutual fund manager for Grace's financial assets.
- Use normal chequing account + Oaken Financial and/or similar on-line firms for High Interest Savings and 2-year GICs. These funds are used for current cash, short and medium term cash needs.
- Adopt a policy of not exceeding the maximum Canada Deposit Insurance Corporation coverage of \$100,000 with any bank holding high interest savings and GICs. (Oaken's two divisions Home Bank and Home Trust each offer \$100,000 separately in CDIC coverage.)
- Set up a bank on-line brokerage to hold the Mawer Balanced Fund which is invested in 30% fixed income and 70% Canadian, US and International equities.
- Target an overall asset mix of 40% (range 35% to 45%) for equities and 60% (range 55% to 65%) for fixed income (cash + GICs + bonds). (Refer to the spreadsheet in section 11 to illustrate how this works with the assets proposed.)
- Income on high interest savings, GICs and from the SCF is recommended to be budgeted to be taken as interest income in the annual budget. Grace needs to decide whether to budget to take annual drawings from the Mawer investment and the SCF investment or to let income and growth accumulate.

Question (Gord Walkling) - This report identifies an investment strategy. Next step is to create an investment plan and implement an investment policy that envelopes the recommendations of the committee's report. An investment plan and policy are what Council could ultimately approve. What are the next steps, will the committee develop a plan and create a policy for investments?

Answer (Vernon Chiles) – This question was posed to Finance committee. Finance replied that administratively it is not difficult for Grace to comply with these recommendations. There is some administrative effort to set up a separate arrangement for high interest accounts, GIC's, brokerage account. At this point the ad hoc committee feels their work is complete. It's up to Council to decide, through its committees, which of the recommendations to adopt into its policies. Finance will take on the creation of an investment implementation plan and policy based on strategies outlined in this report.

Motion: to accept the report of the Investment Policy ad hoc committee and ask Finance to move it forward into an implementation plan and continue with the investment policy development [Gord Walkling / Marion Staples] - Carried

If carried, Finance will make recommendations on whether to withdraw growth income from the funds. Trustees may have a role in the writing of the policy and implementation of a plan.

Decision was made not to disband the ad hoc committee yet, to keep the group as an advisory body to Finance and Trustees.

Short-term deficit reduction ad hoc committee

- Committee met in May. The group is tracking and developing a number of items. Target date to report to council is October.
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Council Minutes June 1, 2022 Grace United Church

Music Director Search committee

- committee has met twice
- congregational survey has been developed and distributed
- I have met with Glenn to get his feedback
- committee is meeting last week of June to analyze data from the survey
- between now and then I hope to meet with the ministers/Lori- need to schedule this as soon as my election work is done
- worship committee and M&P have collaborated on process of finding interim replacement
- 24 responses so far to the online survey. Hoping to get responses to all age demographics. Leslie has forwarded the survey link on to the youth group.

Joanna Catterson

9. Key Ministry Committee Reports

Worship

- Music Ministry: The committee initiated the discussion and planning for identifying interim music directors to cover the period between Glenn's departure and the hiring and start of the new music director. The committee agreed that we would first ask members at Grace who have provided music support and leadership in periods of Glenn's absence, and then expand the search to others who are associated with Grace in some way. To date, two interim music directors have been identified.
- Tech Team Recruiting: One of the tech team members is moving out of town so we are working to recruit one or two more people. Kenji agreed to announce the need during worship services to try and stimulate some interest. We will also try to directly approach members of the youth group and former audio/video operators.
- Input to Reopening Committee: The committee discussed the status of worship service attendance and the measures that were in place as of May 11. The committee was unanimous in supporting the continued recommendation to wear masks, particularly since group singing is a higher risk activity for transmission. The committee feels that a gradual approach to reopening sections of the sanctuary is a prudent course of action that can address the need for increased capacity with consideration for members of the congregation who continue to feel more comfortable with some physical distancing.
- Question regarding presentation of offering: Is there a way to re-introduce a new way of presentation of the offering?

Gord Walkling

Christian Development

No report

Congregational Care & Growth

- Met the end of May. A motion was passed to send funds to Lambton Centre. Benevolent fund account is very low, there are many needs in the community. Reminder to be sent out this week since it is communion Sunday.
- 5 people from user groups to attend training for defibrillator. Hoping that several members of the congregation will attend the training.
- Seniors drop-in was held in May. There's a time conflict with the VON exercise class which negatively affects attendance. Will investigate if there's a better time slot in the fall.

Bev Walkling

Council Minutes June 1, 2022 Grace United Church

Proclamation and Special Events

- Giresi's pizza sale, May 15, funds to be transferred to the local Ukrainian church for refugees.
- On-line auction raised about \$790. Final result is not yet confirmed.
- Volunteers were sought to organize a fundraising sale in June, no responses were received. The committee is not planning to hold a sale in June.

Bev Walking

Outreach

- Continue with the Inn of the Good Shepherd support. 90 lbs of food were contributed on May 1 foodbank Sunday, and 67 clients served at May 25th. Inn meal.
- Support for Syrian family continues. Amazingly, they have been in Canada over 7 months now. Focus is shifting to ensure feasible plan is in place post sponsorship period which ends in November 2022.

Paul Cooper

10. Governance and Support Committee Reports:

Finance

- Received funds from Ontario Business Costs Rebate Program, approx. \$1800.
- Communicated end of April operating costs via weekly email.
- 2021 CRA report due by end of June.
- Submitted operating budget report as outlined below:

<u>Operating Budget Data</u>			
End of April	2022	2021	Delta
Revenue	163.6	118.9	44.7
Costs	138.7	127.4	11.3
Surplus/Deficit	+24.9	-8.5	

- Revenue is higher in 2022 due to increased givings and rental income. Increased givings are related to one-time items that may not be repeated over the remainder of 2022.
- Costs are also higher mainly due to full staffing in 2022.

Paul Cooper

Council Minutes June 1, 2022 Grace United Church

Planning

Constitution Revision

- The revised Constitution was approved Feb 28, 2022.
- The various previous versions of the document will be sorted through, and the official version posted on the Grace Website
- Planning will follow-up with the revisions to the various Appendices currently being updated

Visioning

- Planning will follow the plans for the new Music Director and be interested in the results of the needs survey for the future of music at Grace
- Some members of Planning will attend the HALO Canada Project virtual town hall on June 13 to learn any new insights related to the Vision for Grace. Grace participated in this study and received the final report in June 2020
- In the next few months, Planning members will talk with various members representing various demographics to gain some initial views on the vision for Grace

Greening Gracefully

- The Planning Committee agrees that we should, as a congregation, reduce our carbon footprint.
- We in Planning intend to be involved with others at Grace who have the interest and expertise to develop a multi-year plan for the future “greening” of Grace
- This may involve, solar, conversion of gas-fired HVAC to heat pumps with or without a geothermal option
- Geothermal options may include the use of the vacant land for the ground piping of such a system
- The United Church of Canada has grants available for greening of our facilities that we would pursue.

Jim Wicks

Communications

- Office Equipment Updates: The aging desktop computer, monitor and printer have been replaced. Lori has made the switch to the new laptop / monitor and they are working well. The new printer has just arrived and Lori is getting it setup. A new lease agreement has been signed for the Xerox photocopier. It is for a newer model device, and, overall, is slightly less expensive. In April, the staff team identified a problem with the Wifi in their offices. The problem was resolved with a simple cabling fix.
- Logo Development: Communications has largely finished development of a new logo for the church. Designer was Beck Allen, Graphic Designer. Next steps:
 1. Review with Council.
 2. Review variants with Lori Armstrong to identify when they would be used and if any final tweaks are needed.
 3. Roll-out to congregation. Targeting fall with details to be developed.
 4. Implement the new logo.

The Committee is proud of the near final design and looks forward to roll-out and implementation in the fall
Chris Cooke

Council Minutes June 1, 2022 Grace United Church

Property

- We are planning for vacation coverage for Curtis.
- A new person expressed interest in joining the committee. We continue to seek another member for the Committee
- Joyce Rawson is the contact for Curtis.
- SW lawn area was overseeded and rolled.
- Cathcart Driveway repair completed although Jim W is following up with the contractor.
- Garden wall outside the Chapel was repaired by Jerry Weerdenburg.
- A lot of yard clean-up was completed in April/May. Thank you to all who assisted including the Girl Guides who pulled out garlic mustard and planted native flowers on the east property.
- Province of Ontario is offering grants (up to \$7500) for security improvements. Investigating needs and opportunities. This would be a good “project” for someone to take on.

John Cooke

Trustees

- No report

Ministry & Personnel

- No report

AOTS

- Ken Plumley scholarship, applications are being received for another week.

Region updates

- A hybrid on-line and in-person meeting will be held June 10-11 with two diaconal ministers being commissioned in Ridgeway. Primary business will be the election of the president-elect and new members of the Executive and Commissions. This will be my last meeting with the Agenda & Business Committee and Planning Team.
- Diane Blanchard is retiring from her position as Pastoral Relations Minister; Micol Cottrell will transition into the role in August.

11. Closing

Benediction by Nadia Bolz-Weber, from The Corners

Bev Walkling.

Motion: that council executive be empowered to act on council’s behalf until council meets again in October. [John Cooke / Bev Walkling] - Carried

12. Adjournment, Meeting closed at 9:30 pm

Motion to adjourn: [John Cooke / Leslie Veldman] – Carried.

Next regular meeting: October 5, 2022. 7 pm.

2022 Devotion Responsibility:

JANUARY –CC&G
FEBRUARY –AOTS
MARCH – Property
APRIL – Planning
MAY – Trustees
JUNE – Worship
JULY - na
AUGUST - na
SEPTEMBER – na

2022 Sunday Lock-up Responsibility:

JANUARY – Worship
FEBRUARY – CD
MARCH – CC&G
APRIL – AOTS
MAY – Communications
JUNE – Finance
JULY – Outreach
AUGUST – M&P
SEPTEMBER – Property

Council Minutes June 1, 2022 Grace United Church

OCTOBER – Finance
NOVEMBER – Outreach
DECEMBER – M&P

OCTOBER – Planning
NOVEMBER – Trustees
DECEMBER – Worship

Al Shaw, Council Chair

Cecily Chiles, Council Secretary