

<u>I</u> <u>Executive:</u>		<u>Attendance</u>
Chair	Al Shaw	Present
Vice-Chair	Leslie Veldman	Present
Past Chair	Regan Pfaff-MacDonald	Present
Secretary	Cecily Chiles	Present
Treasurer	Wayne Pease	Absent
Ministry	Kenji Marui	Present
	Pat Morrison	Present

<u>Committee Representatives:</u>		<u>Attendance</u>
AOTS	Al Grimwood	Absent
Christian Development	Shirley Willis	Present
Communications	Christopher Cooke	Present
Congregational Care & Growth (CC&G)	Bev Walkling	Present
Finance	Paul Cooper	Present
Region Rep	Kenji Marui	attendance noted Ministry
Outreach	Paul Cooper	attendance noted Finance
Ministry & Personnel (M&P)	John Cooke	Present
Planning	Jim Wicks	Present
Property	John Cooke	attendance noted M&P
Proclamation and Special Events	Bev Walkling	attendance noted CC&G
Trustees	Pete Melanson	Present
Worship	John Baxter	Present

The Meeting was held in person and via Zoom with 14 participants, as per adjournment and began at 7:05 pm. There was a quorum.

1. Devotion

Bev Walkling on behalf of CC&G

2. Approval of Agenda

MOTION: to approve the agenda. [John Cooke/Leslie Veldman]- Carried

3. Approval of Minutes

MOTION: to approve the Council meeting minutes from December 7, 2022, as amended in Property report.

[Pete Melanson/ John Cooke] – Carried

Discussion: a small change was made to Property Committee report (page 7), second bullet point: *Replaced a pump bearing on the boiler system.*

4. Business Arising from the Minutes

- Budget for 2023, Finance Committee. See Appendix A for 2023 budget recommendation spreadsheet.
- 2022 approved budget forecasted a deficit of approximately 43,3650. Actual budget deficit was -\$19,405. Givings were short of the forecasted amount. Revenue from rentals was greater than forecast, at \$40,799. Total expenditure in 2022 was \$48,859. Deficit was funded through the reserve fund which now has a balance of \$57,000.
- Budget recommendation for 2023 includes an estimated 2% increase in givings; an important message is that we need to increase givings as costs will also increase. Revenue from rentals forecasted to be approximately

\$30,000. There are 2 new revenue sources proposed: 1) \$15,000 from interest generated from the Legacy fund GIC and 2) Increase Manse rental to \$6000 a year (\$500 a month). Assessment for Antler River Watershed Region increased to \$18,679; for the past 4 years Grace has been phasing into the full assessment cost, in 2023 we are at the full assessment cost. One measure to reduce cost is proposed lowering of contribution to M&S to 5%, from 7.5% of total givings. M&P had included a contingency \$3000 in case cost of living changes impacted, the M&P cost will be adjusted for the annual meeting. 2023 proposed budget forecasts a deficit of \$20,628, to be covered by reserve fund. Reserve fund also expected to cover HVAC replacement in sanctuary. Property budget increase mainly due to increase utility costs and heavier use of building compared to 2020 and 2021. Capital replacement fund sitting at about \$3000.

Motion 1: That council endorse the use of the GIC interest from the Legacy fund to support the operating budget for 2023. [Paul Cooper / Chris Cooke] – Carried

Motion 2: That council approach Community Living to increase rent of the manse to \$6000 a year, \$500 a month and use that money to support the operating budget [Paul Cooper /Jim Wicks]- Motion defeated (3 votes in favour, 7 opposed, 1 abstention).

Discussion: Rental contract has traditionally been 10-15 years. Community Living pays maintenance, property tax, insurance, improvements to home.

Will there be any changes to our responsibilities with increase in rent? If we need to pay for maintenance, will we be ahead? It is a commercial lease agreement not standard rental agreement, no changes in our responsibilities are anticipated.

Trustees would be responsible for negotiating a new agreement. Proposal is to set the agreement for a minimum of 5 years.

An argument against making this change was heard stating that the \$1 annual rental is Grace's most direct, impactful, local community support. Grace's commitment to the residents of Community Living sets Grace apart as a special caring congregation.

It's believed Community living fund to cover rents comes directly from the residents' pockets. Grace should confirm the source of funds to cover rent costs. If rent is coming directly from residents' pockets and we are hosting soup lunches to fund the organization, support of the organization may not offset the residents' burden of increased rent.

Following defeat of this motion, Manse rental line will revert to \$1 on the 2023 Budget Recommendation spreadsheet for the annual congregational meeting. Adjust budget spreadsheet to increase the deficit forecast to \$23,628.

Motion 3: Mission & Service fund contribution commitment be reduced to 5% from 7.5% of givings, and the cost savings used to support the operating budget [Paul Cooper / John Baxter] – Carried (10 in favour, 1 opposed).

Discussion: should we reduce it further to offset the revenue not gained from manse rental. Many in our congregation see M&S as very important, a key identifier of the work of the UCC in the world. Members who wish to make an intentional direct contribution to M&S should know that there is a mechanism to do so.

Motion 4: That council endorse operating budget recommendation to be presented at the Annual Congregational Meeting for approval, with the changes resulting in a deficit of \$23,628. [Paul Cooper / Leslie Veldman] – Carried (unanimous).

Discussion: There may be opportunities to find more stable revenue sources from rental of church facilities. Suggestion to include a congregation discussion of Manse rental income and M&S commitment as an agenda item for the annual meeting. Pat and Chris will work together to pull together the background of the manse rental, to be included in the annual report.

Kenji could bring the discussion topic to the attention of the congregation when announcing the meeting 3 Sunday announcements ahead of the annual meeting.

- Review current Safety Plan Rev. 18

Motion: to approve Rev. 18 of the Safety Plan [John Baxter/ Regan Pfaff-MacDonald] – Carried (1 abstention)

Discussion: Revised version was sent out as an attachment with the agenda. Public health communications continue to recommend masking in public spaces. There are no clear criteria for when masking while singing requirement will be removed.

5. Correspondence

- Alexia Gladly resigning from Trustees effective at the annual congregational meeting. We thank her for many years of faithful service to the Grace community.
- Email received from Trish Stewart, Children's Aid Society, thanking Grace for the special Christmas campaign to support a family. Include the thank you email in the next email blast.
- Received a thank you card from Women's Interval Home to support the Walk-a-mile event in November. Congratulations to our one-man team, Kenji.

6. New Business

- Date for Annual Congregational Meeting is Feb. 12. Noon start time for meeting in the sanctuary with a zoom link. Reminder to committees that reports are due Jan 15. Meeting will commence after soup luncheon. There is no capability to hold a 2-way zoom meeting in the sanctuary. Zoom chat feature can be used for questions and voting. People wishing to participate in the meeting are encouraged to attend in person, the zoom component will have limitations.

7. Pastoral Team Reports and Teaching

Pat's ministerial report

- Conversations with ministry colleagues on Grace's participation in the Resonance Project have led to an invitation to speak next week at the University of Guelph. I will be presenting Rosa's theory of resonance and engaging students in conversation on the subject of youth, culture, and identity formation as they relate to the ongoing mental health crisis among young people.
- We have returned to in-person confirmation meetings with seven young people here at Grace. Historically, colleagues and I have offered a Regional confirmation retreat weekend in February but similar to Youth Forum, there were insufficient interest from across the region to support such an event. Grace Youth will be having a modified retreat here at the church.

Kenji's ministerial report

- Completed first Advent season with in-person worship. A meaningful quiet Christmas service was held geared towards families who have experienced loss in the past calendar year. Feedback was that the quiet service was well received.
- Planning guest speakers for Black History month in February.
- Reached out to Sarnia ministerial group. Group is composed of lead pastors in Sarnia churches.
- Pat, Mark, Kenji held a ministerial planning day, included planning related to Resonance project.
- Council members expressed appreciation to Marque Smith for the work and contribution to church's ministry.

8. Ad hoc committee reports

Investment Policy ad hoc committee

- No report

Short-term deficit reduction ad hoc committee

- No report

9. Key Ministry Committee Reports

Worship

- No report
John Baxter

Christian Development

- No report
Shirley Willis

Congregational Care & Growth

- Echo Kenji's report, that there was positive feedback on the quiet service at Advent
- Following up on letter from Alzheimer Society from last month's correspondence
Bev Walkling

Proclamation and Special Events

- No report
Bev Walkling

Outreach

- Continued to support the Inn of the Good Shepherd with 125 pounds of food items and serving of 68 clients at the December 28th meal. Thank-you to all the volunteers who support this ministry. A donation of \$1700 from Grace was presented to the Inn Dec. 28.
- Planning is underway for the January 15, 2023, soup luncheon. Donations received will benefit the Canadian Food Grains Bank - specifically the Brigden United Church 'Forget-Me-Not' grow project.
- There will be a Take-out option for soup lunch, enjoy the soup but skip the crowd. Outreach supplying containers for take-out.
Paul Cooper

10. Governance and Support Committee Reports:

Ministry & Personnel

- The change in Cost-of-Living groups for Ministers' salaries as discussed at the last meeting will not impact Grace. The 2023 budget was adjusted accordingly.
John Cooke

Finance

- No report beyond the Budget discussion held as Item 4 of this meeting.
Paul Cooper

Planning

- Planning Committee still harbouring the concept of holding a committee fair. The planning for this will begin in the next 2 weeks.
Jim Wicks

Communications

- No report
- Work to refreshing the photo boards in the hallway has begun.
Chris Cooke

Property

- Gym Fire Detectors repaired with protective cages.

- Roundabout at Indian/Cathcart intersection plans were reviewed with Grace members by the City on Jan 9. The intersection will be improved dramatically. There should be no impact on Grace property. Construction is scheduled for the summer. The intersection will likely be closed to traffic for ~3 months. Cecily is coordinating with the City and will provide an update when construction dates are known. Intersection of Murphy and Cathcart will also be under construction during July and August to install new signal lights; the intersection will be closed for some period during the summer.
- Lighting Retrofit Proposal - The fluorescent lighting fixtures in the Main Kitchen and Rm 1 currently require replacement of some failed ballasts and several tubes. The Property Committee recommends these rooms be retrofitted to LED lighting by replacing failed ballasts, changing the Rm 1 valance ballasts to correct size, and installing T8 LED tubes in all fixtures. Total cost is estimated to be \$1223 + HST. We have not obtained other quotes as this is a small job and Hillier Electric is very favorable for costs and cooperation with Grace. The T8 tubes are priced at ~70% discount as they are a supply of "like new" tubes that were salvaged from a recent job. This project will return the 2 rooms to full lighting with LED efficiency and reliability. In recent times we have upgraded the Sanctuary, gym, and Narthex lighting. The proposed project leaves the classrooms, offices, and hallways for upgrade consideration in future years.

Motion: That Council approve lighting retrofits in the Main Kitchen and Rm 1 at a cost of \$1223 + HST. [John Cooke / Pete Melanson] - Carried

Discussion: Funding for lighting retrofits to come from Capital replacement fund.

John Cooke

Trustees

- New members are being actively recruited after the retirement of Alexia Gladdy and Bill Palmer, and passing of our friends Lorne Longley and Madeline McCaw.
- Current trustees are Neil Holloway, Pete Melanson, Lawyer Ray Phillips, Kenji Marui.
- At least one new name will be brought to the annual meeting for appointment to Trustees.

Peter Melanson

AOTS

- No report

Region updates

- Executive meeting earlier today. Effort underway to recruit lay members for the council and its commissions. Spring meeting to feature Rev. Dr. Lillian Daniel as a guest speaker.
- Grace is looking for lay member as regional council rep.

Kenji Marui

11. Closing

- Closing prayer, Kenji.
- Next regular meeting February 1, 2023. 7 pm.

12. Adjournment, Meeting closed at 8:59 pm

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

2023 Devotion Responsibility:	2023 Sunday Lock-up Responsibility:
JANUARY –Property	JANUARY – CD
FEBRUARY –Planning	FEBRUARY – CC&G
MARCH – Trustees	MARCH – AOTS
APRIL – Worship	APRIL – Communications
MAY – CD	MAY – Finance
JUNE – CC&G	JUNE – M&P
JULY - na	JULY – Outreach
AUGUST - na	AUGUST – Property
SEPTEMBER – na	SEPTEMBER – Planning
OCTOBER – AOTS	OCTOBER – Trustees
NOVEMBER – Communications	NOVEMBER – Worship
DECEMBER – Finance	DECEMBER – CD

Al Shaw, Council Chair

Cecily Chiles, Council Secretary