

Executive:

Chair	Kirk Wilson ✓
Vice-Chair	Regan Pfaff-MacDonald ✓
Past Chair	Barb Baxter ✓
Secretary	Diana Fisher ✓
Treasurer	Wayne Pease
Ministry	Pat Morrison ✓

Committee Representatives:

AOTS	Al Grimwood ✓
Christian Development	x
Communications	Christopher Cooke ✓
Congregational Care & Growth	Sylvia Rose ✓
Finance	Paul Cooper ✓
Region Rep	x
Outreach	Paul Cooper ✓
Ministry & Personnel	John Cooke ✓
Planning	x
Property	Marion Staples ✓
Proclamation and Special Events	x
Trustees	Pete Melanson ✓
Worship	Val Adamson ✓

✓ = present

The Meeting was held via Zoom with 15 participants, as per adjournment and began at 7:03pm. There was a quorum. Bruce Davies from Pastoral Search team attended.

1. Devotion

CD – Pat shared a reading from “Bread for the Journey” by Henri Nouwen ... ‘We are the living Christ today’

Kirk shared a story that also offered us humour and reflection. God provides refuge in a time of trouble.

2. Approval of Agenda

MOTION to approve the agenda as distributed.

John Cooke/Regan Pfaff-MacDonald. Carried

3. Approval of Minutes

MOTION to approve the MAY 6, 2020 council meeting minutes.

Paul Cooper/Pete Melanson. Carried

4. Business Arising from the Minutes

Letter sent back to Central UC wishing them well with future discussions of amalgamation and offering any future assistance if required.

5. Correspondence

None

6. PASTORAL SEARCH UPDATE

Bruce Davies - The Minister Search Committee (Leslie Veldman, Paige Ferguson, Karen Morrison-Siklosi, Vern Chiles and Bruce Davies) has received 5 applications. Our inquiries of 10 additional ministers whose profiles were posted to ChurchHub did not lead to further applicants.

We are satisfied that any minister interested in the position would have seen our profile on ChurchHub and been in contact by now.

We have conducted first interviews of 3 of the 5 candidates and anticipate a second interview with at least one of those. Once we identify a preferred candidate, we will need to bring a recommendation to

Council at a special meeting. We anticipate that could be later in June. If Council endorses the recommendation, we would need to call a meeting of the congregation for approval.

7. New Business

a) Extension of Pat's Leave

Pat indicated that the church is in a quiet state and thought it would be an appropriate time to extend his leave beyond 2 weeks. Beth Parsons was contacted to determine if she would be available and interested in future online services to cover this extension to June 15, 2020.

b) CD's by Beth and Glenn

Beth and Glenn have put together a CD of songs and music with all proceeds going to Community Concerns of the Medically Fragile in Sarnia. Contact the church for further details and payment details.

c) Non-tax allowance Policy

We are seeking Council approval for a Non-taxable Allowances Policy at the June meeting. Following Council approval, the policy will be held by the M&P Committee, similar to the Technology Allowance Policy. The policy was endorsed by M&P and we reviewed it with the Finance Committee and Pat. The policy is also consistent with CRA guidelines for non-taxable allowances.

Grace pays allowances for CELR (Continuous Education and Learning Resources), Phone and Travel as part of the compensation process. Until recently, the Ministers were reimbursed for phone costs based on dedicated home phone service to support their ministry needs. However, Pat has eliminated his land line and is requesting alternate support. We created the new policy to address the phone issue and document the current practices for mileage and CELR. The new approach for phone allowance will simplify payment and reduce future costs slightly.

In summary, the policy provides the following allowances:

1. Travel allowance to compensate Ministry Personnel for business travel paid twice monthly as a non-taxable allowance (\$145.84 per pay).
2. CELR reimbursed based on receipts submitted. Ministry Personnel are eligible for \$1500 per year. Lay Staff are eligible for \$500 per year.
3. Phone Allowance based on a "reasonable cost" talk/text plan plus HST, paid twice monthly as a non-taxable allowance (\$20 per pay). Ministry Personnel are free to apply the allowance to the phone service that best meets their personal needs.

MOTION that Council approve the Non-taxable allowance Policy.

John Cooke/Chris Cooke. Carried

d) Rentals Update

We have one group that has requested a refund of event fees.

e) Church business during summer

MOTION that Executives' of Council be empowered to make decisions during the summer on behalf of Council until the next regular meeting of Executive Council in October 2020.

Al Grimwood/Marion Staples. Carried

f) Church Re-opening Protocols

Items for consideration

Worship-Related Considerations for Church Reopening

Consideration	Sub-consideration	Possible Action to Address
Greeters		Greeter table – control traffic in narthex Use Rm 1 for physically distancing conversations before the service Plexiglass shield Have hand sanitizer available in narthex
Bulletins		Like live service – cut back on bulletins Consider having bulletins available for pick-up
Physical Distancing	Congregation	New seating pattern
Physical Distancing	Choir	Soloist – small group
Physical Distancing	Readers	Move liturgists chair further from pulpit Install shield for standing mic?
Physical Distancing	Swell/Children's Time	Physical distancing Need input from Pat/Dan
Sanctuary entry and exit protocols	Ushers	Enter and fill front to back, leave back to front
Collection		Baskets at entry/exit Encourage PAR or alternative methods for donations
Passing the Peace		Hands prayer style w/ slight bow
Pew bibles and hymn books		Readings on slides; Use of personal bibles
Children's books		Use of personal books
Communion		TBD Possibly bring your own elements
Sound and video booth		Dedicated mic's Wipe down equipment Use of appropriate PPE (gloves, masks etc)
Use of audio assist headsets		Personalized headsets; wipe down before storing
Prayer list		Email or call office before Friday for primary generation of list One scribe : table – people approach and speak names from a distance
Sanctuary cleaning		Wipe down high-touch areas such as backs of pews Wipe down washrooms, door handles etc
Hymn singing		Speak words with music accompaniment

Baptism		Parents hold child – parents and minister wear masks <u>Infant baptism:</u> The parents/guardians of the child should be the only ones to hold them. The officiant will need to sanitize their hands before each baptism. <u>Child and adult baptism:</u> Water should come from individual cups or a bottle for each person, not the common font.
Confirmation		Smaller group: minister, confirmand, mentor
Weddings		1 attendant / witness each Hybrid: small group in front of a distanced group (zoom)
Service Format		Two services to thin density? Continue with online version, but how does this look like in the future?
New Members Sunday		
Children's Book Basket		

It is recommended that each committee prepare a short-list of considerations and feed to Kirk Wilson, which can be considered and combined with Provincial, Region and Lambton Health local protocols.

7. Pastoral Report and Teaching

PAT MORRISON

None

8. Key Ministry Committee Reports

Worship

The committee met twice by Zoom in May to develop plans for Worship services. On May 15, we met at Pat's request to discuss his initial request for one week of vacation and one week of study leave. Several options were discussed including using the moderator's service as a temporary measure. Beth Parsons graciously agreed to incorporate Grace into the service that she prepares for her congregations, so the focus was on high level logistics around the structure of the service. Glenn indicated that their son, Steven, had been helping to produce Beth's services for her congregations. The committee was unanimous in accepting Beth and Glenn's offer to incorporate Grace into the Cook's United and Mt. Brydges United services.

The following Wednesday, May 20 was the regular monthly meeting. Beth and Dan were invited to participate in the meeting. The discussion focused on items that were required to provide to Beth, Glenn and Steven so that the service could be prepared. Beth was very receptive to including elements of the Grace service into the service, including the clips from Dan Leaver, scripture readers, and contributions to the prayer list. Special thanks to Gord and Bev Walking for taking over the Zoom hosting and for their efforts to connect members of the congregation through telephone, when necessary. The cooperative services will continue for June 7 and 14.

Christian Development

Dan Leaver's contract ends June 30. Summer students (3) will pick-up where Dan leaves off and develop some kind of campfire program.

Congregational Care & Growth

The project to call everyone in Grace's Household Directory during these uncertain times was well received. Fifteen people volunteered to make the calls. Our members were for the most part surprised with the call and in every case appreciative and thankful.

Outside of this Project, it is evident that our members have always cared for each other and stay in touch with each other.

Ten people were added to our already existing permanent pastoral call list. The Pastoral Team had a need for more volunteers, even though as mentioned we already have members that act in a pastoral capacity just by staying in touch with others.

And so, at the end of all the calls, a couple of callers volunteered to be on the Pastoral Team making it a total of five. And the rest of the callers, who identified that if their calls resulted in a need for permanent calls, kept those persons for themselves.

We have on our list for visiting and or calling 47 members of Grace and that includes those in Nursing Homes, Senior Residence Homes, and in their own homes or apartments.

We are also continuing to coordinate weekly meals to a member of our congregation (Curtis & Tracey) to show our care and support. And also purchased and delivered groceries for another member.

Last but not least, with Lori's help through her organizational skills and knowing our Grace members so very well, she was a very important part of the process.

Outreach

About 60 clients served at the Inn of the Good Shepherd on May 27. Thanks to all who helped with the preparation and assembly of the meal. Next meal is scheduled for June 24 and will be coordinated by Maggie Rochon.

Organizing for a virtual soup (or sandwich) SOS event following the service tentatively scheduled for later in June (June 14?). Community Living Sarnia Lambton will be the beneficiary of any donations. E-transfer funds to church, mail or drop-off.

Proclamation and Special Events

No report

9. Governance and Support Committee Reports:

Planning

No report.

Finance

OPERATING BUDGET SUMMARY – END OF MAY 2020 VERSUS END OF MAY 2019 (K\$)

	2020	2019	DELTA
REVENUE	158.7	180.3	-21.6
COSTS	140.3	187.1	-46.8
DELTA	18.4	-6.8	+25.2

Revenue is lower in 2020 versus 2019 mainly due to lower givings. Costs were also lower in 2020 resulting in a net positive position at the end of May. We have qualified for one of the government assistance programs and will continue to monitor our financial data to ensure we participate in the other programs as appropriate. With the summer approaching, we recognize the challenges we face with the ongoing Church closure. However, the support of the congregation for the operating budget to-date in 2020 is very much appreciated.

Communications

No report.

Property

No report.

Trustees

No report.

Ministry & Personnel

Curtis remains on compassionate leave to support Tracey.

Dan Leaver’s contract will end on June 30. We extend our thanks to Dan for his support over the last 9 months and wish him well in his future endeavors.

Pat is currently taking 2 weeks of study leave and 2 weeks of vacation. We appreciate Pastor Beth Parsons’ worship leadership in Pat’s absence.

Supply Minister budget is available during the summer.

AOTS

All AOTS members have been contacted and seem to be doing well.

Regional Council

No report. Discussion followed about our ‘Rep’ and what it would involve, giving the current the situation of pandemic protocols, we have agreed to delay any appointments.

10. Meeting closed at 8:42pm

11. Closing Prayer

Pat Morrison lead us in closing prayer.

Next regular meeting: OCTOBER 7, 2020

2020 Devotion Responsibility:

JANUARY – Communications
FEBRUARY – Property
MARCH – Planning
APRIL – Trustees
MAY – Worship
JUNE – CD
JULY - na
AUGUST - na
SEPTEMBER – na
OCTOBER – Finance
NOVEMBER – Outreach
DECEMBER – M&P

2020 Sunday Lock-up Responsibility:

JANUARY – Planning
FEBRUARY – Trustees
MARCH – Worship
APRIL – CD
MAY – CC&G
JUNE – AOTS
JULY – Communications
AUGUST – Finance
SEPTEMBER – Outreach
OCTOBER – M&P
NOVEMBER – Property
DECEMBER - Planning

Kirk Wilson, Council Chair

Diana Fisher, Council Secretary