

## CHURCHILL PARK UNITED CHURCH

### LEADERSHIP TEAM MINUTES

WEDNESDAY, June 24, 2020

**Attendees:** Glenn Harrison (Chair), Marlene Oldham (Past Chair), Shanon Stewart (Chair- Elect), Linda Arklie (Trustee), Richard Baschak (Regional Rep), Joanne Davidson-Jury (Treasurer), June Drummond (M & P), Rev. Dawn Rolke

1. **CALL TO ORDER:** This meeting took place via Zoom and was called to order at 6:12 p.m. The Chair advised that Joanne Davidson-Jury would be recording secretary for the meeting. Rev. Dawn Rolke offered an opening prayer.
2. **APPROVAL OF AGENDA:** The agenda was approved by consensus with two additions to New Business: bank signing authorities and new laminating machine.
3. **APPROVAL OF May 20, 2020 MINUTES:**  
**MOTION:** *Moved by Joanne Davidson-Jury, seconded by Linda Arklie, that the Leadership Team minutes of May 20, 2020 be approved as circulated.*  
**CARRIED**

The draft minutes of the Annual Congregational Meeting held via Zoom on May 24, 2020 were received for information and will be posted on the website once Cindy has attached the list of attendees. Glenn advised that he will arrange to sign off recently approved Leadership Team minutes so approved versions can be posted.

#### 4. CORRESPONDENCE:

##### 4.1 Janet Walker Request for Formal Relationship with Churchill Park:

Janet's letter was distributed to LT members prior to the meeting, along with the Prairie-to-Pine Regional Council policy outlining the requirements for formal association plus a draft motion for LT approval. Janet and Dawn have met and agreed that taking into account Janet's physical limitations, they are willing to consider any request for support that Dawn and the Leadership Team might make, after a delay of one year or more. See New Business for the vote on the motion.

##### 4.2 Email from Di Sawchuk re Thoughts on Re-opening:

As a follow-up to Sunday's post-Zoom worship discussion on when worship in the sanctuary would resume, Di sent an email to Glenn addressed to the Leadership Team, recommending that CPUC wait until after the summer to consider a return, when more may be known about ensuring a safe and socially welcoming environment. See Business Arising for LT's discussion and decision.

#### 5. BUSINESS ARISING:

##### 5.1 COVID-19 –Building Reopening Considerations & Discussion:

**5.1.1 Reopening-** Glenn noted that re-opening now would not mean a "return to normal" as pandemic restrictions would apply, like social distancing, wearing face

masks, no singing or choir and no post-worship coffee gatherings. Regional webinars still recommend against re-opening at this time due to the vulnerability of older members and general anxiety about the risk. The church feels open thanks to interim worship and mid-week gatherings by Zoom that unlike recorded video services, enable people to keep in touch. Zoom services also allow for out of town participation and joint services, expanding the worship community. While it has been suggested in regional discussions that the longer re-opening is delayed, the less likely people might be to return, the Chair has not heard this expressed at Churchill Park. The LT agreed to continue to monitor the situation.

#### **5.1.2 Group Gathering Rental Requests (Spiritualists & Janet Walker):**

The Spiritualist Fellowship Church would like to resume gatherings (up to 20) in July; SFC normally contributes over \$6,000 annually in rent. Janet Walker would like to hold a wedding shower (up to 50) for her daughter Kathryn in July, using one of our kitchen renters as caterer. Both uses were approved. KUC, which resumed sanctuary services earlier, has been using a non-accepted sanitizer on the chairs. It was suggested that chairs be designated for their sole use in future.

#### **5.1.3 Summer Outdoor Musical Gatherings:**

A one-hour weekly musical evening in the Memory Garden, with ukuleles, guitars and/or percussion instruments, has been proposed by Dawn Rolke, Don Young and John McNairnay, to replace last summer's weekly barbeque. No wind instruments would be permitted. Arlene is researching safe outdoor singing techniques. It was agreed to begin on July 15<sup>th</sup> at a time to be confirmed.

#### **5.1.4 Summer Rentals:**

Additional summer rentals by groups will be subject to COVID-19 pandemic restrictions to minimize risk, with Cindy to manage bookings for under 10 people and requests from larger groups to be referred to Wayne Arklie and John McNairnay for approval. Cindy will also maintain the online monthly rentals calendar to facilitate bookings as well as gym use by KUC during non-booked times. All users must keep a record of participants for contact tracing purposes.

#### **5.2 Fundraisers:**

After discussion of some options (e.g. online auction, finding a replacement fundraiser), it was agreed that the annual Fall Garage Sale should proceed on **September 12, 2020**, subject to applicable COVID-19 pandemic restrictions like social distancing, sanitizing and restricting the number of people in the building. It was recommended that advertising begin now and that the event be promoted on Facebook marketplace. People will be asked to collect items over the summer for later pick-up or delivery to the church, in the fall if possible. KUC feels it may be too soon to offer food sales in the gym for the event as has been done in the past.

### **5.3 Property/Building Updates:**

#### **5.3.1 Solar Power Project:**

Glenn reported that the final inspections have been done and that the panels are now producing solar power. Once Hydro has signed off, Wayne Arklie will submit the rebate claim as well as the UCC Faithful Footprints grant report. Linda Arklie advised that she had contacted our insurance broker about increasing the property value to reflect the new solar array. This may increase annual premiums by \$100. An updated policy and payment plan will be provided. Dawn Rolke advised that she had contacted a lawyer in another congregation who confirmed that only one group has filed a lawsuit against Sycamore Energy so far. She will be contacting Manitoba Hydro for their view on whether proponents of Sycamore's incomplete projects are likely to receive a refund or compensation. The LT agreed that no funds would be spent on legal services, and that future follow-up would focus on reaching a conclusion as to whether the \$33,946 2019 receivable is recoverable.

#### **5.3.2 Commercial Kitchen Update:**

After receiving a quote for \$5,000, Don Young and John McNairnay opted to build four storage cupboards on wheels themselves for use by commercial kitchen renters for secure storage outside the kitchen. Materials came to about \$800. The commercial kitchen upgrade is now complete.

#### **5.3.3 Building Internet/Phone Improvements:**

An upgrade in internet service was arranged with Shaw to increase the internet speed to Business Internet 300 on a 3-year plan, and the phone service was switched from Exchange Global Server to Shaw. This will result in a net increase of \$12-\$13 to the monthly total for both services which are cost-shared with KUC.

## **6. REPORTS:**

**6.1 Minister's Update:** *(No report)*

**6.2 Ministry & Personnel Committee:** *(No report)*

**6.3 Treasurer's Update:** *(see Attachment)*

Joanne reported that the bank balance was down to about \$2,500; it was \$6,629 at the end of April and \$28,000 at the end of March. Budget results to the end of May are still positive, however, with net income of \$621, thanks to rent income and the 10% Temporary Wage Subsidy. Dawn advised that a \$370 donation in lieu of rent was received from the Manitoba International Folk Dance Association who are not yet back in the building but have rented for years. Joanne will send them a thank-you on behalf of the LT. Donations are moderately lower. Dawn Rolke will review ChurchWatch records with Cindy to see if they provide insights.

## **7. NEW BUSINESS**

### **7.1 Motion to Approve Janet Walkers Formal Relationship Request:**

***MOTION: Moved by Joanne Davidson-Jury, seconded by Linda Arklie, that the Leadership Team of Churchill Park United Church, with the support of CPUC minister Rev. Dawn Rolke, accept the request from Rev. Janet Walker, to be in a formal association with Churchill Park United Church, and that the Leadership Team and the Minister acknowledge and understand the accountability relationship associated with this request.***

***CARRIED UNANIMOUSLY***

### **7.2 Nominations for LT Secretary and M & P Committee Member:**

The search continues for nominations for both vacancies.

### **7.3 Bank Signing Authorities:**

Given upcoming moves by some signers, it was agreed that Joanne should circulate the current list of signing authorities to confirm all those willing to continue as designated signers for the bank account.

### **7.4 Laminating Machine:**

The office wishes to acquire a laminating machine at a cost of about \$40, plus \$36 for paper, in order to produce more durable posters and signs. The purchase was approved under the office furnishings and equipment budget.

## **8. Next meeting: Wednesday, August 26, 2020, 6:00 p.m.**

The Chair will confirm whether the meeting will be at the church or by Zoom.

## **9. Meeting adjourned at 8:15 p.m.**

Original Signed By: Glenn Harrison and Joanne Davidson-Jury