

**Churchill Park United Church  
Leadership Team Meeting  
October 21, 2021**

Present: Shanon Stewart (Chair), Glenn Harrison (Past-Chair), Rev. Dawn Rolke, Elaine McCrimmon (Secretary), Don Young (M&P), Linda Arklie (Trustee), Blake Forbes (Treasurer), Allison Bloomer (Member-at-large)

Regrets: Richard Baschak (Regional Council)

**1. CALL TO ORDER:**

Meeting called to order at 6:05pm by Chair, Shanon Stewart. Rev. Dawn offered an opening prayer.

**2. APPROVAL OF AGENDA:** By consensus.

**3. APPROVAL OF SEPT 9 and SEPT 22 MINUTES.**

***MOTION: Moved by Linda Arklie, seconded by Elaine McCrimmon that the Leadership Team Minutes of Sept 9 and Sept 22, 2021, be approved as circulated.***

**CARRIED.**

**4. CORRESPONDENCE.**

4.1 Card from Joanne Davidson-Jury. Thank you for the flowers.

**5. BUSINESS ARISING:**

**5.1 Vaccination Plan**

***MOTION: Moved by Don Young, seconded by Allison Bloomer that all persons attending worship and Churchill Park United programs at 525 Beresford must:***

- i. produce proof that they are fully immunized against COVID;***
- ii. produce proof that there is a medical reason they are not vaccinated against COVID;***
- iii. Be under 12 years of age and accompanied by a fully COVID- immunized adult.***

**CARRIED.**

Vaccination requirement will take effect on Sunday, October 31.

People not fully vaccinated will be encouraged to take in the service by Youtube.

People who do not have proof of vaccination will not be allowed into worship.

Information about the vaccine requirement will be distributed in the Friday

Announcements and placed on the website and the outdoor sign.

Information will also be shared on Sunday before worship.

For now, sanctuary chairs will remain six feet apart.

We will begin gathering in the Lounge after worship on Nov.7. No snacks, but we will consider having coffee by mid-November.

Note that we are gathering too close to the front doors after worship, thereby blocking members of KUC as they attempt to enter. Reminder to move away from the front steps and front door when we are visiting outdoors.

**5.2 Building Keys.** Ongoing discussion about changing the church locks or investing in a new entry system.

**5.3 Intrusion.** On the morning of October 13, an intruder was discovered inside the church building. Police and insurance were notified. An onsite police examination followed. Renters, tenants and staff also notified. Follow-up in progress.

**5.4 Flat Roof Replacement.** There is more damage to the kitchen ceiling following recent rains. The damaged area has been blocked off. Norwin Roofing will begin roof replacement as soon as possible. Don Young will look at interior damage and assess his ability to do the repairs. Noted that the overhead fan needs to be removed. Could it be removed at the time of the other ceiling repairs?

## 6. REPORTS

### 6.1 Building Usage.

- 6.1.1 Rental Contracts: Contracts being updated. Discussion about: a) a termination clause for chronic non-payment and other serious matters; b) fee for kitchen users for storage in fridge, freezer and non-refrigerated storage cabinets; c) deposit when keys are loaned to tenants and renters should be raised to \$100. If key is lost, the cost of replacement is \$100.; d) deposit for keys loaned for freezer was discussed. No decision on this item.
- 6.1.2 On-site security when tenants are in the building is an ongoing concern.
- 6.1.3 Liquor permits: CPUC has a liquor permit, but renters must have a liquor license if they wish to serve alcohol at a function.
- 6.1.4 Office painting (for J.Sveinson and L.Crawford). Painting completed by Allison and Graham B., Don Y. did patching. Thank you for the work.
- 6.1.5 Shingles on Sanctuary roof repaired under budget.
- 6.1.6 Offer of a small hot water tank declined with thanks.

### 6.2 Treasurer's Report: Blake Forbes. *(see attached report)*

Expenditures are on track, rental income is on track. We are behind in donations.

Alternative accounting firms were contacted to determine if we could get a better price for our Annual Review. After discussion, we decided to stay with our current firm.

### 6.3 M&P: Don Young

- 6.3.1 Cindy has vacation time remaining. She will use it by end of 2021. She will carry a week of overtime to 2022.
- 6.3.2 Discussion about Cindy returning to the church building for work. Ongoing.
- 6.3.3 Dawn will take off Oct. 31 and January 9 (note: when a month has five Sundays, Dawn gets one of the five off). For Oct, 31, Dawn will prepare the service: Don will lead the liturgy and Glenn M. will do the message.
- 6.3.4 Approved that Dawn will use some of her Continuing Education funds for a subscription to *Enfleshed*, an online liturgical resource that reflects the experience of glbtq and disabled folks. \$96./yr. Dawn will also take a program with 1JustCity, which runs from Nov, 2021 to March 2022. \$250.

## **6.4 Fundraising**

6.4.1 Alison offered to organize and run a Cookie Walk, with proceeds to support CPUC. Agreed.

6.4.2 Suggestion for a Mens' Pancake Breakfast Fundraiser for the new year. Kitchen will have to be booked well in advance.

6.4.3 An online (Zoom) Cooking evening has been proposed. More at next meeting from Richard.

6.4.4 Suggestion to sell honey - Shanon

## **6.5 Messy Church.**

Online Messy Church Conference was in October. Shanon will report next month.

## **6.6 Minister's Report: Dawn**

6.6.1 We will again order 2022 calendars for shut-ins from CPUC. Cindy has ordered 25 calendars.

6.6.2 Live-stream youtube worship. People have mixed feelings about this platform. Some miss Zoom, and seeing each other's faces. Others love it. We will continue to monitor the attendance and people's responses.

6.6.3 We had a good attendance at the Congregational Meeting on Sunday, October 17. 26 devices, 34 people attended. Motions were discussed and passed.

6.6.4 Suggestion that we pay Sunday's speaker, Janet Menec, a \$100. honorarium/donation. Agreed.

## **7. NEW BUSINESS:**

**7.1 Advent Decorating** to be done. Alison will coordinate with KUC.

**7.2 Rainbow Bench.** Approved that the bench in front of the church can be painted in the Affirming/Rainbow colours. Dawn will confirm this is OK with KUC.

**7.3 Chair-Elect** position remains vacant.

Next Meeting: 6pm, November 25, 2021. Hybrid: In person and Zoom.

Adjournment at 8:35.

Original Signed By: Chair, Shanon Stewart and Recording Secretary, Rev. Dawn Rolke