

Southwood Church

MINUTES

COUNCIL MEETING

January 11, 2021

Location: ZOOM Video Conference

6:30 PM to 8:30 PM

Council Members	Position	P=Present R=Regrets	Other Attendees	Position
Abawana, Million	Member	P		
Annesley, Sandra	Member	P		
Carroll, Derek	Treasurer	P		
Chikinda, Neena	SCW Rep.	P		
Hanley, Bill	Regional Rep.	P		
McKearney, Judy	Regional Rep.	R		
McLean, Jan	Chair/Acting M&P	P		
Pearson, Donna	Non-Voting	P		
Grottenberg, Samuel	Min. Personnel	P		
Nain, Corinne	Min. Personnel	P		

ACTIONS SUMMARY FOUND AT BOTTOM OF MINUTES

Overall Objective:

To create a culture of transformation that will lead to renewal at all levels of our church.

Meeting called to order at 6:34 PM

- 1. Devotion & Opening Prayer (Rev. Samuel Grottenberg)**
 - Sam read a section of an article out of "Touchstone" (United Church theological journal) titled 'A Plausible Vocation' by Rev. Aaron Miller.
- 2. Review/Confirm of Agenda**
 - Add Salary discussion under "M&P"
- 3. Approval of Minutes from Previous Meetings (December 16, 2020)**

MOTION 01-2021: That the Council accept the minutes of December 16, 2020 as presented. Moved by Bill Hanley. Seconded by Neena Chikinda. CARRIED
- 4. Financial Update**
 - Slight surplus at year-end (using cash accounting) of about \$1,700
 - Non-PAR giving in December was \$23,400, does **not** include 2 deposits late December (over \$21,000), Started the year at about \$24,000
 - Have applied for a provincial grant for recovery of funds spent due to COVID but have not received a response on this yet
 - Federal wage subsidy - receiving about \$8,500 vs the \$12,00 we were getting

earlier in the year

- Anticipating shortfalls of about \$5,000/month for the first few months of 2021
- Federal CEBA account (\$40,000) expires in March 2021, will not likely use this account
- The lack of rental income has made the biggest negative impact
- Have decided not to apply for the Small Business Relaunch grant (up to \$20,000) as it would come out to around the same amount as the Faith-Based Relaunch Grant, and we would have to withdraw our application for that grant (eligibility criteria states that an org. can't receive both)
- QuickBooks Online
 - Will be switching to QuickBooks Online this month

5. Business Arising from Past Minutes

- Tabled until further notice

6. New Business

7. Updates

7.1. M&P

- Salary conversations; Sam declared the Council in-camera at 6:59 PM. Donna was asked to step out briefly as a non-voting/staff member.
- Back out of camera at 7:15 PM.

MOTION 02-2021: That the Council approve a salary/wage increase of 2.2% for all employees, effective January 1, 2021. This rate of increase matches the United Church of Canada's 2021 cost of living increase, which is automatic only for Ministry Personnel (i.e., SWUC's OM and RDLM). Moved by Derek Carroll. Seconded by Bill Hanley. Carried.

MOTION 03-2021: That the Council adopt a policy of automatically increasing the salary/wage of all employees on an annual basis to match The United Church of Canada's rate of increase that is automatically applied for Ministry Personnel. Moved by Derek Carroll. Seconded by Bill Hanley. Carried.

MOTION 04-2021: That the Council approve the renewal of the Employment Contract with Emily Sunderland, in the position of KidMin Worship Leader. This position is for up to 6 hours/month at the rate of [REDACTED] (this includes the 2021 wage increase), and is effective January 1, 2021 until June 30, 2021. Moved by Derek Carroll. Seconded by Bill Hanley. Carried.

7.2. Chinook Winds Region Updates / Wider UCC

- Discussed the potentials of [REDACTED]
[REDACTED] this conversation will be tabled
- Bill reported that [REDACTED]

7.3. Global Outreach

- Refugee Sponsorship
 - Nothing at this time
- Other - Nothing at this time

7.4. Local Outreach

- [REDACTED]
 - [REDACTED]
- Shelving for Food Pantry
 - Will be purchasing that this week and building in the Gathering Space with Kyle's support

7.5. Caring Ministries

- Don [REDACTED] passed away last week; Leslie was able to visit soon before his passing at the Mayfair; graveside service is tomorrow afternoon

7.6. Southwood Church Women

- January meeting is January 13th (year in review)
- Will not have a formal AGM, will maintain status quo for now, reports will be prepared
- Beth and the other ladies are still making soup for shut-ins, as well as lots of phone calls and cards being sent
- Creative Conversations group are still busily creating
- Will discuss Spring / Summer Outdoor Craft Sale

7.7. Children's & Family Ministry

- Will need a few new drivers going forward for the church boxes
- January filming has been completed
- February: Lent is early but the first Sunday of February is late, so Feb and Lent boxes will go at the same time (like December/Christmas)

7.8. Youth & Young Adult Ministries

- Launching after Christmas break with regular weekly zooms
- Big focus right now is getting all of the young adults connected as a group – Riley is connecting well one-on-one but wants to grow the connections for the group

7.9. Worship / Music Notes

- Emily will be joining the music team this week
- Have had preliminary conversations about Lent & Easter formats/services
- Have ordered (through the Region) free tattoos of ash crosses and will distribute these to all children and all congregations ahead of Ash Wednesday
- Sam would appreciate any debrief info about Christmas services from Council (or what they're hearing from others)
 - 4PM had 43 connections for the Zoom (with at least 2-3 people on each connection)
 - 7PM had about 200ish people "Live", and 24 hours viewing was 464
 - 9PM had over 60 people on the Communion Zoom
 - The services were very meaningful and touched a lot of people
 - Leslie and Sam also made it out to about 10 people's homes for in-person visits on doorsteps that morning

7.10. Staff

- Nothing at this time

7.11. Property Committee

- Minor leak over the Boardroom in the usual area due to sinking of the roof over that area under the opening of the drain point; Gord [REDACTED] provided equipment for drying out the carpet as well as anti-bacterial spray to eliminate/inhibit any mold growth

7.12. Trustees

- Nothing to report at this time

8. Other Business

- Nothing at this time

9. Date of Next Meeting:

- Monday, February 8, 2021

10. Executive Authorization Motion

MOTION 05-2020: That the Council authorize the Executive to make decisions that would normally be made by the full Council in an emergency situation when a Council meeting cannot be arranged. (Executive is Chair, Secretary, Treasurer, M&P Chair (currently vacant), Minister, and non-voting Recording Secretary). Moved by Neena Chikinda. Seconded by Million Abawana. CARRIED.

11. Meeting Adjourned

- Time: 7:58 PM

ACTION ITEMS SUMMARY

#	Action Item	Responsibility	Due Date	Completed
1.	Develop plans/policies for reopening.	Staff	Ongoing	
2.	Contact Sponsor re withdrawal of last applicant	Derek & Million	ASAP	
3.	Identify congregants / Council members who could become a core team for the church's outreach / justice efforts with the Calgary Alliance for the Common Good	All Council Members	Early 2021	

PRE-PANDEMIC ACTION ITEMS SUMMARY – WILL RETURN TO THESE POST-PANDEMIC

#	Action Item	Responsibility	Due Date	Completed
1.	Complete a full insurance review in time for next renewal. Donna to send the documents to Million.	Donna Pearson & Million Abawana	End of Aug 2020	
2.	Procure Sign Repair/Retrofit quotes.	Bruce McIntosh	On Hold	
3.	Investigate other options for coffee service. Update Council as info is collected.	Sam & Donna	On Hold	

MINUTES (CONT'D)

#	Action Item	Responsibility	Due Date	Completed
4.	Sam to determine with UCC what the polity is around not deferring contributions for Legacy/Memorial giving.	Sam	On Hold	
5.	Derek to ensure transparency with the congregation around what it means to give "In Memoriam"	Derek	On Hold	
6.	Sam to review Giving Policy, contains disclaimer that was put on the website regarding how donations are utilized	Sam	On Hold	