

Southwood Church

MINUTES

COUNCIL MEETING

June 28, 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	Secretary	P		
Carroll, Derek	Treasurer	P		
Chikinda, Neena	SCW Rep.	R		
Hanley, Bill	Regional Rep.	P		
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

Meeting called to order at 6:39 PM

- 1. Devotion & Opening Prayer (Rev. Samuel Grottenberg)**
 - Question: Where is the Spirit taking us? Reading and reflection from the story of the Philip and the Ethiopian Eunuch in Acts 8:26–40.
- 2. Review/Confirm of Agenda**
 - No changes/additions
- 3. Approval of Minutes from Previous Meetings (May 31, 2021)**
 - Minor revisions (typos)

MOTION 24-2021: That the Council accept the minutes of May 31, 2021 as amended. Moved by Sandy Annesley. Seconded by Bill Hanley. CARRIED

- 4. Financial Update**
 - 3 outstanding CEWS payments came in
 - Additional \$4,300 received from the reopening grant
 - We are ~\$14K in the hole overall but we are up ~\$4,500 for the month
 - CERS (Canadian Emergency Rental Subsidy) – we do actually qualify for this subsidy – Donna will apply for these right away (we are eligible for the periods from December 2020 to date)
 - Bookkeeper (Alicia) has been setup to complete the QuickBooks update and year-end work; it will take some time and work to cleanup as needed

5. **Business Arising from Past Minutes**

- Rent Assistance Subsidy – TBD (see above)

6. **New Business**

6.1. N/A

7. **Updates**

7.1. **M&P**

- JJ was in the office today for an orientation; will start on Sunday, July 4th
- Renewals:

MOTION 25-2021: That the Council renew the designation of Gray Grottenberg (RDLM, retired) as an Honorary Associate Minister (HAM) of Southwood United Church, and send a request to the Pastoral Relations Minister of the Chinook Winds Regional Council to renew both Gary's license to administer the sacraments and license to solemnize marriage ceremonies. The length of this designation will be July 1, 2021 until June 30, 2022. Moved by Derek Carroll. Seconded by Bill Hanley. CARRIED.

MOTION 26-2021: That the Council approve the renewal of the Employment Contract with Emily Sunderland in the position of KidMin Worship Leader. This position is for 2 hours per week at her current rate of pay, and is effective July 1, 2021 until June 30, 2022. Moved by Derek Carroll. Seconded by Sandy Annesley. CARRIED.

7.2. **Chinook Winds Region Updates / Wider UCC**

- Bill – no meetings this month
- David Ferguson Music Fund Committee – applications are available; Southwood may be eligible for something in the future
- Sam checked with Chris and confirmed it is just Bill Hanley who is listed as our regional rep.

7.3. **Global Outreach**

- Refugee Sponsorship
 - No further info from General Council; Sam sent an email with Million's suggested questions.
- Other
 - N/A

7.4. **Local Outreach**

- Mustard Seed Donations – Children / Youth Outreach
 - Will be taking donations over the summer
- Good Food Box
 - Program wraps up as of July 7th for the summer; relaunch in September

7.5. **Caring Ministries**

- Nothing to report

7.6. **Southwood Church Women**

- Nothing to report

7.7. Children's & Family Ministry

- Very excited for outdoor services and seeing kids in-person
- Kids' Corner will be set up in the south corner of the parking lot every Sunday morning for pre- and post-service activities
- Corinne is proposing that we paint the inside of the fence on the south side white and allow the kids to paint the fence in bright colours/pictures; the youth would paint the white layer first – Council says "YES"
- Should services move back indoors before September, then kids ministry will remain outdoors; this should address any reluctance from parents to bring unvaccinated children indoors
- The Youth Room will become both Children's Ministry space AND Youth space; this will ensure children have meaningful experiences in the space ahead of when they age-out of children's ministry; we'll be moving the wireless Bluetooth speakers from the Boardroom into the Youth Room

7.8. Youth & Young Adult Ministries

- Riley is beginning to map out Fall programming; key component is determining what Sunday mornings will look like for those youth who are NOT involved in children's ministry
- Young Adults have some group connection points scheduled over summer

7.9. Learning & Growth

- Jan is writing daily devotions through the summer
- 3 transfers received over the past little while; waiting to schedule a session with these individuals to do an orientation (motions to accept transfers will be presented at a future meeting)
- Heather [REDACTED] also wanted to transfer her membership from [REDACTED] but she had been removed from their roster due to non-attendance; she can do a re-affirmation of faith OR Council can receive her transfer without a certificate (per the requirements laid out in *The Manual*, B.3.3.3(e)) – consensus was that we receive her transfer without certificate a certificate. Motion will be presented at a future meeting.

7.10. Worship / Music Notes

- Outdoor Worship starts Sunday, July 4th and will continue through the summer; test run went yesterday went great – everything works really well and setup should be smooth and easy; Live Stream will continue with 1 camera (wide-shot); will take stock after a few weeks to determine if/when we are comfortable moving back into the building
- Memorial Services
 - Have communicated with the 9 families, only 2 have asked for separate services; there isn't much interest from families to participate in a joint memorial but we will likely go forward with holding one for the congregation at a later point in the year

7.11. Staff

- Staff time next week will be back in-person and we'll be piloting mental health small group sessions along with our usual meeting time
- Sam begins his doctoral work in September (part-time, distance research)

7.12. Property Committee

- Gaffers tape shouldn't be left down for a long period of time and there is substantial residue left behind on the carpet; will notify the carpet cleaners for deep cleaning
- Leslie will rejoin the shared staff office and JJ will take over the Prayer Room – will no longer have a Prayer Room at this time
- The wish is to keep the chapel area on a permanent basis; Council agrees; plans can begin on this later in the summer
- Roof Report is outstanding; Donna will follow-up with the consultants
- The parking lot needs to be swept (for gravel) and will be done the week of July 5th (\$490 + GST)
- Rocky Mountain Solar
 - There is a grant through Faithful Footsteps (national UCC program) for energy-efficient installations; solar panels are one qualifying project
 - Rocky Mountain Solar offered a 2-hour presentation (free) to Sam (would also be willing to give the presentation to Council)
 - From a sustainability and fiscal standpoint, it pays for itself very quickly, because in AB if you produce your own electricity and don't use it all you sell it back to the provider; estimate that we'd produce 75% of our own electricity annually and sell a significant portion back to the grid for 4–5 months/year
 - With the grant we could get up to \$30K of the total project cost; requirements: we'd have to tell the national church that we're going to apply and would need an energy audit – Rocky Mountain is eligible to do the audit and would do it for free
 - **ACTION: Get the energy audit scheduled**
 - **ACTION: Talk to Deer Park about their experience with solar panels**
- Switchover from Chubb and Telus - we are moving to Certified Alarms; had an electrician (Encore) in last week to review requirements prior to install – need to install an outlet near where the new panel will go, and there are additional wires from the annunciator in the vestibule to the electrical room that need to be installed; Certified will be making a donation to the church for the amount of the equipment being purchased

7.13. Trustees

- N/A

8. Other Business

- Date of Next Meeting: Monday, July 26 @ 6:30 PM

9. Executive Authorization Motion

MOTION 27-2021: 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 Derek Carroll. Seconded by Million Abawana. CARRIED.

10. Meeting Adjourned

- Time: 8:21 PM

MINUTES (CONT'D)

ACTION ITEMS SUMMARY

#	Action Item	Responsibility	Due Date	Completed
1.	Develop plans/policies for reopening.	Staff	Ongoing	
2.	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	Fall 2021	
3.	Provide updates on the work of the region at Council meetings.	Bill Hanley	Every Council meeting	Ongoing
4.	Get 3 quotes for window repair.	Donna Pearson	ASAP	
5.	Develop Covenant Document, Governance Structure, Job Descriptions for Council	Sam, Neena, Million, & Donna	September 2021	
6.	Coordinate a date for a Council worship with Ryan from the Calgary Alliance for the Common Good	Sam	By September	
7.	Schedule Energy Audit through Rocky Mountain Solar	Sam	ASAP	
8.	Contact Deer Park United about their experience with solar panels	Sam	ASAP	

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	
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	