

Southwood Church

MINUTES

COUNCIL MEETING

October 26, 2020

Location: ZOOM Video Conference

6:30 PM to 8:30 PM

Council Members	Position	P=Present R=Regrets	Other Attendees	Position
Abawana, Million	Member	R	Chikinda, Neena	SCW Rep.
Annesley, Sandra	Member	P		
Carroll, Derek	Treasurer	P		
Hanley, Bill	Regional Rep.	P		
McKearney, Judy	Regional Rep.	P		
McLean, Jan	Chair	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 6:36 PM

- 1. Devotion & Opening Prayer (Rev. Samuel Grottenberg)**
 - All Saints Day (Nov. 1st) – Revelation 7, shared a reading on this passage from *Reversed Thunder* by Eugene Peterson and how the vision of Rev. 7 speaks to hope into the current context we're living in, where there's a lot of despair.
- 2. Review/Confirm of Agenda**
 - Add AGM debrief
 - COVID-19 Update
 - Bank Signatory
- 3. Approval of Minutes from Previous Meetings (October 6, 2020)**

MOTION 87-2020: That the Council accept the minutes of October 6, 2020 as presented. Moved by Derek Carroll. Seconded by Bill Hanley. CARRIED
- 4. Financial Update**
 - Sept: Total deposits of \$36K, total outgoing of \$43K, shortfall of \$7200, Operating Surplus of about \$2500
 - Friends of Haiti has been paid out, which is excellent
 - Money is being spent carefully; we have not touched line of credit since May

- The General Council office is asking all congregations to re-start regular monthly assessment payments and begin making decisions on how to pay back amounts that were put on hold earlier in 2020

MOTION 88-2020: That the Council direct the Church Administrator to re-start regular monthly assessment payments to the General Council Office, effective immediately. Moved by Derek Carroll. Seconded by Neena Chikinda. CARRIED.

MOTION 89-2020: That the Council direct the Church Administrator to remit 50% of the outstanding balance of Southwood United Church's 2020 Assessment now, to a maximum of \$7,000. Moved by Derek Carroll. Seconded by Sandra Annesley. CARRIED.

MOTION 90-2020: That the Council authorize the Church Administrator to make arrangements with the General Council Office for re-payment of the remaining 2020 Assessment balance by requesting that the amount in arrears at the end of 2020 be added to our 2021 Assessment; re-payment would thus be made as part of our regular monthly remittances throughout 2021. Moved by Derek Carroll. Seconded by Bill Hanley. CARRIED.

- Bank Signatory Addition
 - Will re-assess need for an additional signatory in the new year; perhaps a Trustee, if necessary

5. Business Arising from Past Minutes

- Chrysalis Update
 - Chrysalis begins their rental contract with us as of [REDACTED] (with the likelihood of extension past that date);
 - Chrysalis director has offered to come on our Live Stream for an interview/on-camera introduction to their work at some point

6. New Business

6.1. AGM Debrief

- Sam requested feedback
 - Ran quite smoothly
 - 55 total participants
 - It would be nice to see more faces, discussed next time to turn all the cameras on at a particular point so everyone can see who's there
 - **ACTION: Jan will write a note for the newsletter thanking everyone who attended**

6.2. Covid Update

- New regulations are now in place
 - Mandatory 15-person limit on social gatherings, which will not impact wedding/funeral ceremonies (only receptions), worship services, or the craft sale; possible impact will be on youth group gatherings and other unstructured church events (indoor or outdoor)
 - Youth: In Person events must be capped at 15 including leadership and in person events should have a pair of Wellness Ambassadors for support; **ACTION: Sam to review these requirements with Riley**

- Discussed the potential for canceling / postponing the craft sale – need to have a postponement plan particularly if we don't get enough volunteers; **ACTION: Sam, Corinne & Donna to map out a virtual sale should the in-person event need to be cancelled due to lack of volunteers or additional COVID-19 restrictions**
- Voluntary Health Measures
 - Strong recommendation of wearing non-medical masks in office areas (unless in private offices) – we are already doing this

7. Updates

7.1. M&P

- Jan will be taking on M&P responsibilities in an interim capacity until we receive nominations/hold elections for the vacancy

7.2. Chinook Winds Region Updates / Wider UCC

- Attending Chinook Winds meeting Wednesday, Oct 28th
- Town Hall meeting Wednesday, Oct 28th at 2:00 PM; Jason Byassee will be the guest speaker (prof at VST)
- “Leaning into the Future Without Fear” workshop with Matt Miofsky has been rescheduled in a virtual format in November (3 consecutive Tuesdays mornings); **ACTION: Sam will send out registration details to Council.**
- The Region's Affirming Process is underway through the work of a committee (this is not exclusively about LGBTQ2+ inclusion, it's about inclusion in a variety of areas: those with disabilities, racial justice, etc.)
 - Sam received 2 emails with questions from the working committee and is looking for input on his response; Sam would like to engage the conversation rather than opt out from dialogue;
 - Question #1: What support can the Chinook Winds Region provide to you (as leadership/clergy) and to your congregants during the Affirming process? (Clarification: the Region's Affirming process, not an individual congregation's);
 - Question #2: We want to have ALL voices heard but understand that coming to a large event isn't conducive to open and honest sharing; one idea for each pastoral charge to engage with is offering some sort of guided conversation/curriculum over Zoom or safely in-person, and then have the outcomes brought to the wider Chinook Winds community. Might something like that be helpful?
 - Question #3: What would it look like for you to feel affirmed by the Region?
 - Question #4: To those of you who are Queer what do you need to make you feel welcome and safe to engage in any future work of Chinook Winds Region?
 - Question #5: What topics might be the toughest?
 - Conversation ensued and Sam gathered the responses for use; **ACTION: Sam to send the questions out for further responses from Council members**

7.3. Global Outreach

- Refugee Sponsorship

- Nothing further at this time
- Other
 - Nothing at this time

7.4. Local Outreach

- Community Organizing (Calgary Alliance for the Common Good)
 - Sam & Donna will attend for Outreach organization ideas / training
- Good Food Boxes
 - Going well, new people accessing every month
- Food Pantry Policy (Temporary)
 - Sam has developed a draft Food Pantry Policy and access log to keep track of who is requesting/picking up and reviewed this
 - Shared the policy in rough draft and consensus was to move ahead

7.5. Caring Ministries

- No report at this time

7.6. Southwood Church Women

- Nothing further

7.7. Children's & Family Ministry

- November boxes will be ready for distribution this week (Gratitude)
- December boxes will be ready before the end of November to coincide with Advent (Nov. 29th)
- Advent 2 will have a "pageant" as the main part of the service (Dec. 6th)
- Halloween event planned for Saturday, October 31st 1:30-3:30 PM (will be shortened to 1 hour if it's just a candy pickup due to COVID restrictions)

7.8. Youth & Young Adult Ministries

- Youth Communion service was held 2 Fridays ago, which was wonderful; will make this more regular to engage this group in a ritual they often don't take part in
- Young Adult group had 8 RSVPs for Mountain Day on Saturday and then the snow hit and only 1 showed but in general this group is very keen to still be in fellowship

7.9. Worship / Music Notes

- Communion chapels continue, will add a Thursday afternoon communion in November and 1 in December (will add more if necessary)
- Cara and Robert return to the band this Sunday (Anne soon when her shoulder heals)
- Camera angles are increasing! We are ready for our closeups Mr. Demille!
- All Saints this Sunday, Kids ministry talking about Gratitude
- Virtual Choir is going well and submissions are coming in; no timeline at this point but hope to have it completed before Christmas

7.10. Staff

- Nov 30th through Dec 10th Sam will be on study leave attending the (virtual) annual meeting of the Society of Biblical Literature

7.11. Property Committee

- Snow Removal
 - **ACTION: Donna check with Insurance RE: Snow Blower and storage in the church (gasoline)**

7.12. Trustees

- Broken chairs (26) will be put on Kijiji for 2 weeks, if no takers they will be disposed of

8. Other Business

- N/A

9. Date of Next Meeting:

- Tuesday, November 24 @ 6:30 PM

10. Executive Authorization Motion

MOTION 91-2020: 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 Derek Carroll. CARRIED.

11. Meeting Adjourned

- Time: 8:34 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.	Write letter of thanks to all who attended the AGM.	Jan McLean	29-Oct-2020	28-Oct-2020
4.	Review Covid restrictions for youth gatherings with Riley.	Sam	ASAP	27-Oct-2020
5.	Map out virtual craft sale should lack of volunteers preclude an in-person sale.	Sam, Donna & Corinne	ASAP	02-Nov-2020
6.	Send Matt Miofsky webinar registration details to Council	Sam	ASAP	30-Oct-2020
7.	Send questions re: Regional Affirming process to Council	Sam	ASAP	30-Oct-2020
8.	Check with Insurance re: storage of snowthrower with gasoline in the tank	Donna	ASAP	27-Oct-2020

MINUTES (CONT'D)

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	