


# Southwood Church

## MINUTES

**COUNCIL MEETING**  
**September 22, 2021**  
**Location: ZOOM Video Conference**  
**6:30 PM to 8:30 PM**

<b>Council Members</b>	<b>Position</b>	<b>P=Present</b> <b>R=Regrets</b>	<b>Other Attendees</b>	<b>Position</b>
Abawana, Million	Member	R	McIntosh, Bruce	Trustee
Annesley, Sandra	Secretary	P	 Manhattan	Guest
Carroll, Derek	Treasurer	P		
Chikinda, Neena	SCW Rep.	P		
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		
Soriano, JJ	Min. Personnel	R		

### **ACTIONS SUMMARY FOUND AT BOTTOM OF MINUTES**

**Meeting called to order at 6:38 PM**

- 1. Opening Prayer & Devotional Focus (Jan Mclean)**
  - Excerpt from “Jesus Calling” – from the perspective of God – “Trust me and refuse to worry!”
- 2. Review/Confirm of Agenda**
  - Add to M&P Update – potential new member of the Council
  - Add update on Vaccine Bylaw passed today under New Business
  - Food Pantry under Outreach
- 3. Approval of Minutes from Previous Meetings (August 23, & September 16, 2021)**
  - Fix Financial Update from August 23<sup>rd</sup> re: \$25,00 in the hole, did not break even

**MOTION 44-2021: That the Council accept the minutes of August 23, 2021 as amended. Moved by Derek Carroll. Seconded by Sandy Annesley. CARRIED**

**MOTION 45-2021: That the Council accept the minutes of the Special Council Meeting held September 16, 2021 as presented. Moved by Bill Hanley. Seconded by Derek Carroll. CARRIED.**

- 4. Financial Update**
  - Current bank balance of about \$30K, meaning we are working at about a \$5K deficit each month; payroll comes out next week but we are still expecting 2 more periods of the CEWS payments

- CEWS is set to expire in October 2021
- Be patient and wait upon the Lord!

## 5. Business Arising from Past Minutes

- Rogers Insurance – security upgrade conversation
  - Tabled to next meeting
- Certified Alarms – additional sensors
  - Tabled to next meeting
- HEPA Air Filter update
  - 3 purchased and are being used

## 6. New Business

### 6.1. Rogers Insurance Renewal

**MOTION 46-2021: That the Council direct the Board of Trustees to renew the insurance for the 2021–2022 year. Moved by Derek Carroll. Seconded by Neena Chikinda. CARRIED.**

### 6.2. AGM Date & Preparations

- Plan for an online meeting like last year
- Monday, November 8<sup>th</sup> – evening meeting

### 6.3. Vaccine Bylaw Discussion

- City of Calgary City Council passed a Bylaw requiring many businesses to require vaccine cards, PCR tests, or medical exemptions from individual entering their buildings

**MOTION 47-2021: That the Council implement a vaccine passport system in accordance with the City of Calgary's Vaccine Passport Bylaw 65M2021, and set a policy requiring both internal and external groups to ensure that all members and attendees have proof of vaccination, a negative PCR test, or a certified medical exemption letter. Any issues with non-compliance by external groups (renters) will be the sole responsibility of the offending group, who will be held liable to SWUC for any fines or legal consequences. Moved by Derek Carroll. Seconded by Bill Hanley. CARRIED.**

**ACTION: Sam will follow-up with the Executive Minister regarding the appropriateness of this policy from the UCC's perspective.**

## 7. Updates

### 7.1. M&P

- Jan presented nomination for a potential new candidate to lead the M&P Committee
- **ACTION: Jan will follow-up with this individual**

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

- Faith leaders' townhall phone call with Hinshaw/Kenney happening right now (Pastor Gary is attending to take notes and report back)
- Candidacy board meetings in October (virtual)

### 7.3. Global Outreach

- No updates at this time

## 7.4. Local Outreach

- Food Pantry will be taken to the Food Bank for Thanksgiving (and supplemented by the congregation); will look at doing hampers for Christmas.
- **ACTION: Donna will connect with Ambassadors for a team**

## 7.5. Caring Ministries

- Post-service prayer beginning again with in-person services

## 7.6. Southwood Church Women

- Meeting Thursday with Donna to discuss Craft Sale scenarios and take those to SCW meeting on Friday
- Beth is recruiting for pie bees

**MOTION 48-2021: That the Council repeal MOTION 78-2020 of September 21, 2020. Moved by Neena Chikinda. Seconded by Derek Carroll. CARRIED.**

## 7.7. Children's & Family Ministry

- Continuing Children's Ministry outside on Sundays and it's going well
- Children are keeping their masks on while outside and there are no issues
- Met with Riley, Gavin, and Emily about the upcoming Family Experience night scheduled for October 15<sup>th</sup> (Gratitude) – will include worship, social time, and a book drive

## 7.8. Musical Theatre Program

- Practices are going well
- Anticipate this will be a hybrid performance event (online and in-person)

## 7.9. Youth & Young Adult Ministries

- Tuesday night youth group is going very well, outdoor events
- Keeping in contact with families

## 7.10. Learning & Growth

- Launching 3 Learning Circles over the next month
  1. Reconciliation (Story, History, and Faith) - JJ will lead
  2. Bible/book study - Gary will lead
  3. Sanctuary Course (Mental Health Resourcing Workshop) – planning for at least 2 groups to run initially
- Looking to start a devotions blog on the website
- Perhaps do an event after the Reconciliation group wraps up

## 7.11. Worship / Music Notes

- A system of distanced worship is in place and seems to be working well
- Some users appear to be having some difficulties with audio on the live stream service
- Wrapping up James and moving into Job, then Ruth leading into Advent

## 7.12. Staff

- N/A

**7.13. Property Committee / Trustees**

- HVAC tender quotes were due yesterday so should see hard numbers soon
- United Roofing was the successful bid for the roofing repairs – they are ready to start by October 4<sup>th</sup> if we get the financing in place
- Most likely AK Brown will do the HVAC work and it'll be their crane company to lift the cross when they do the HVAC work; Bruce knows a guy who can fabricate a new cross out of weather resistant materials
- Gord [REDACTED] came in to do an internal inspection on the interior damage, including a sample to ensure there was no asbestos (none); estimating \$30K for repairs

**8. Other Business**

- Date of Next Meeting: Wednesday, October 27 @ 6:30 PM

**9. Executive Authorization Motion**

**MOTION 49-2021: 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 Neena Chikinda. CARRIED.**

**10. Meeting Adjourned**

- Time: 8:22 PM

**ACTION ITEMS SUMMARY**

#	Action Item	Responsibility	Due Date	Completed
1.	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	
2.	Provide updates on the work of the region at Council meetings.	Bill Hanley	Every Council meeting	Ongoing
3.	Develop Covenant Document, Governance Structure, Job Descriptions for Council	Sam, Neena, Million, & Donna	September 2021	
4.	Coordinate a date for a Council worship with Ryan from the Calgary Alliance for the Common Good	Sam	By September	
5.	Contact Community Dinner Team and discuss options for dinners.	Sam	August 23	
6.	Contact Rogers Insurance re: financial implications of installing security cameras.	Donna	September 23	
7.	Contact Certified to price-out additional contact sensors to add to unprotected	Donna	September 23	

## MINUTES (CONT'D)

#	Action Item	Responsibility	Due Date	Completed
	areas (windows, etc.)			
8.	Follow-up with the Executive Minister regarding the appropriateness of the Vaccine passport policy from the UCC's perspective	Sam	ASAP	Sept 23
9.	Follow up with potential M&P leadership candidate.	Jan McLean	October 27	
10.	Connect with Ambassadors to get Food Pantry team for Thanksgiving project.	Donna Pearson	ASAP	
11.	Contact Trustees to renew Insurance.	Sam	ASAP	Sept 23

### 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	