MINUTES OF THE CHURCH COUNCIL MEETING
OF PEACE LUTHERAN CHURCH
on Wednesday January 15th, 2025 at 7:00 pm

Vision Statement: *Peace Lutheran Church is a welcoming, worshipping and witnessing community in Jesus Christ through whom healing, wellness, love and peace are offered unconditionally to all.*

Mission Statement: *Celebrating and Sharing God's Love for All.*

ATTENDANCE:
In-person (Sanctuary): Rosie Lantzsch (Co-chair), Sirkka Taylor (Co-chair), Fiona Haapalehto (Secretary), Rainer Knabenschuh, Shakura Persaud and Pastor Ronnie Smith.

Via Zoom: Analisa Chand, Kavita Kanavalli.

Regrets: Sunny Wishart (Treasurer), David Wishart, Cameron Ylimaki

Congregational Members: none
Guests: none

Email motions held between Council meetings, if any, are documented at the conclusion of the meeting minutes.

1. **Call to Order: Rosie** called the meeting to order at 7:05pm.
2. **Opening: Sirkka** did an opening devotion & prayer**. Kavita** will do the devotional for the next meeting.
3. **Approval of the Agenda:**
   Moved by: Fiona, seconded by: Shakura
   THAT the agenda for Wednesday, January 15th, 2025, as amended, be approved.
   Discussion: The upcoming AGM is the 2024 AGM. **CARRIED**

4. **Approval of the Previous Minutes:**
   Moved by: Rainer, seconded by: Sirkka
   THAT the Minutes of the Church Council Meeting held on December 18th, 2024, be approved. Discussion: None. **CARRIED.**

5. **Treasurer's Report/Approval of Financial Statements**
   Sunny reported that the December Financials are not ready. These will be circulated by email for a vote as soon as possible.

6. **New Business:**
   a. **Approval of the 2024 AGM Agenda**
      Fiona submitted a draft Agenda for the 2024 AGM for review.

   Moved by: Fiona, seconded by: Sirkka
   THAT the Agenda for the 2024 AGM be approved. Discussion: It was suggested we open the floor to questions about redevelopment of the church. This will be entered under Other Business.
   CARRIED

b. **Health & Safety – Food Prep**
The Durham Public Health Inspector visited on January 9 and inspected our kitchen. We received a green pass. We learned that there are some restrictions about serving food that we need to be aware of and abide by. Sirkka followed up by calling the Inspector. Her notes are:

- I spoke to Trish Morrison today regarding food handling for Church events. We have a certified kitchen therefore we can prepare food on site without any issues.
- We discussed church coffee hour and potlucks. It is acceptable to bring in food prepared at home by the congregation for these functions. We just need to advise that the food provided is not prepared in a certified kitchen.
- The Congregational Lunch is also not a problem. We can prepare food at home and warm everything to a safe temperature in the church kitchen. Cakes and treats from home are allowed. We cannot advertise this event to the general public. It is ok to bring a friend.
- If we are having an event that will include the general public we will have to apply for a permit.
- We do not need a Food Handlers Certificate if we are just serving the church congregation. If we start having the general public joining in then a certificate is required. I have decided that I will go online and take the course.
- Analisa or Susan will be serving youth from outside the congregation, therefore one of them will have to have a Food Handlers Certificate.
- Trish advised we can contact her if we have any other concerns.

- Analisa and Shakura informed the Council they are Food Handler Certified.

7. Old Business:

a. Kindred Feasibility Study – next step

- Pastor Ronnie forwarded comments from Jennifer Hoover about the presentation from Kindred Works last month. We were underwhelmed by the information they provided. She is holding back their payment until we get more information.
- Jennifer is going to reach out to other trusted developers.
- Her email indicated that more information is needed from PLC leadership & the congregation.
- Fiona mentioned that Council member did answer questions sent by Jennifer in July. These were sent to her on July 20.
- Rainer asked if we have received the slides from the Kindred Works presentation in December yet. Pastor Ronnie said no we haven't.
- Kavita supports getting input from the Congregation. Rosie asked that we add an item to the AGM Agenda under Other Business to seek input from the Congregation. We will likely get questions that we don't yet have answers for, but Council can add these to our list of questions for future discussions with developers.

b. Summer Jobs – 2025 (report by email – David W)

- David reports there has been no change since last month.

c. **Proposal for Voluntary Parish Worker -Lena - Update**
   - Fiona reported that we are still waiting to hear back from the Government of Canada.
   - We have no way of knowing if the federal government changes to immigration will affect our application.

d. **DARS Warming Centre - update**
   - Sirkka, Fiona and Rosie have worked with DARS to update the lease. We got the lease signed today.
   - We did negotiate arrangements to keep people out of the cold on Friday nights when we have a 12-step group renting until 10pm. They will use the Narthex.
   - There have been a few times when police have come.
   - If patrons for the Warming Centre congregate here on nights when it is not open, we may need to call the Outreach group to come pick them up.
   - Rosie is keeping track of the number of events we need to invoice for. There were 11 events in December ($1100) and the January invoice will be for approx. $2500.
   - DARS is sending a report on notable events each month.

e. **Community Conversation - After Kindred Feasibility Study**
   - defer

8. **Correspondence**
   a. none

9. **Reports:**
   - **Olive Branch (Rosie)**
     - No report this month.

   - **Technology Update (David)**
     - Since the last update we had a total of 178 active users over the month. We saw a spike of almost 30 users to the site on Christmas day. Of those users, 161 were new visitors to the site, so we continue to get some new organic activity to the site.
     - Average time on the site is only 1m and 11 seconds. After the home page, the second most visited page was Events.
     - One in four visitors to the site are going past the home page, mainly to check on events related to the holiday season.

     - Other Key Data Points
     - When searching Peace Lutheran Church, we are the top of the search list
     - Based on maps for the area, when searching Lutheran Church near me, we also show up at the top, with much better reviews than other options.

     - Meanwhile, if we search more generically for churches in Pickering, we are currently the top site on the second Google search page. That means we are the 10th overall option, up from 12 the prior month.
     - We will need someone who is more dedicated full time to adding to the site and enhancing its content.

- **Property (by email-Tapio) (Liaison Rainer)**

  Old Items:

  Sunday School Storage Room Shelving – Rainer has built and installed a very sturdy wooden shelf unit in the Sunday School storage rooms.

  Fellowship Storage Room Shelving – Rainer is still working on 4 more units for the FH storage room.

  Unauthorized No Parking Enforcement – There is no progress yet on developing and implementing new measures for dealing with unauthorized vehicles parking in fire routes and marked spaces. Currently, the Pastor or any PLC member can place the PLC no unauthorized parking notice on the window. Copies of this notice are on the office bulletin board.

  Two new measures are being considered. First, we could obtain a MLEO license which would allow (with training) the Pastor and other church members to issue official Durham no parking tickets. These licenses are issued to churches for free but normally cost $600. Second, we could engage our property team's Daniel Kvrgic to issue them. He has an MLEO license and has offered on a volunteer and best effort basis to ticket illegally parked vehicles in the parking lots.

  Annual Fire Alarm System Inspection – On Dec. 23rd, Herbert Williams performed the annual fire alarm system inspection. Rainer and Tapio supervised. We are awaiting a copy of the report and the certificate.

  Maintenance Paper & Plastic Bag Storage – On Jan 6th, Tapio placed 16 packs of paper towels, 40 rolls of toilet paper, 50 compost bin liners and 100 large garbage bags in the Sacristy between the filing and wine cabinets. It will be stocked with two to three months' worth of the various supplies.

  He also restocked toilet paper and paper towels in all the washrooms and placed additional quantities of each under their sink cabinets or on shelf units.

  To address concerns from DARS that they need more supplies Tapio is planning to install a shelf unit in the Boiler/Janitorial room. It will be stocked at all times with two to four weeks' worth of plastic and paper products supplies, urinal pucks, hand soap and sanitizer.

  Tapio has reevaluated the solution to place a clipboard for the cleaner to note any supplies with low stock that need re-ordering and any maintenance issues that may need our action. Instead, we will stay with the current arrangement for the cleaner or DARS to call the church office when supplies are running low.

  New Items:

  Durham Public Health Inspection – On January 9th, Public Health Inspector, Trisha Morris issued a green pass notice for our kitchen. It is posted on the bulletin board in the Fellowship Hall. Rosie was on site for the DARS dinner so she signed the inspector's report. They will email their report to the church.

DARS 2024-2025 Lease Agreement – The new draft was reviewed. Tapio provided input in regards to property related issues.

Men's Washroom Sink – On Sunday Jan. 5th, Sharon from DARS reported to the Pastor that the downstairs men's bathroom sink was clogged. That same afternoon Jeremy and Rainer took apart the drain pipe and removed paper towel which was causing the blockage. Jeremy advised DARS via email of its repair and the cause of the problem.

Vacuum Donation – Durham Youth Service has donated a new Bissell upright vacuum cleaner to Peace. It's in the box in the Old Narthex. It would be most appropriate that CC send our thanks for this gift.

- **Worship & Arts: (Rosie/Fiona/Pastor)**
  - Next meeting January 22, 2025

- **Mutual Ministry: (Fiona)**
  - No report this month.

- **Peace Youth Outreach (Analisa)**
  - Analisa and Sue have done a menu for January 25 at a cost of $90. They will be sure to employ the rules for food handling that were reported tonight.
  - Analisa asked if they can use business cards to aid in fundraising. Ronnie said there are some in the office and offered them to Analisa. It won't be necessary to order special business cards.
  - Ronnie and David have agreed that the Tithe.ly site will be changed to offer the Youth Outreach program as a fund our donors can donate to.
  - Analisa asked that Rosie put a copy of the flyer she developed in the newsletter and Pastor Ronnie will put it on the Facebook page. It was suggested that it would be effective to add a map and our QR code.
  - Shannon Jackson will recruit youth from Durham Youth Service.
  - Rosie thanked Analisa for taking on this task.

- **Congregational Life: (Sirkka)**
  - January 5th and 12th: Book exchange was a success and it has been decided to start a little library. Members can contribute books if they like and take what interests them.
  - January 19rh and 26th: Puzzle exchange
  - January 22nd: Congregational/Community Lunch
  - February 26th: Congregational/Community Lunch
  - March 4th: Shrove Pancake
  - April 20th: Easter Breakfast
  - May 31st: Tentative date for Spring Concert
  - Ronnie thanked Sirkka for all the work she has been doing.

- **Outreach: (Shari Nelson)**
  - Shari is ill, but most of the news is covered under the DARS report.

- **Pastor's Report**
  - Pastor has been working on reports for the Annual Report, so there is no separate report tonight.

10. Other Business
Shakura provided an update on the recovery of one of our members who had recent surgery.

11. Closing Prayer: Sirkka did the closing prayer.
12. Adjournment: The meeting adjourned at 8:36 p.m.

Next Regular Council Meeting **– Wednesday, February 19th, 7:00 pm via hybrid Zoom & in person model.**

Online Votes held between Council Meetings:

- *Last month the version of the budget we reviewed was not complete, so could not be approved. Matthew Ramdhanie sent the revised budget document to Fiona via email on December 22, 2024. It was distributed to the Council for a vote to adopt.*

Moved by: Fiona, seconded by Rainer,
THAT *the 2025 Budget as outlined in the document "2025 Budget Proposal 21-12-24" be approved.* ***CARRIED*** *unanimously.*