MINUTES OF THE CHURCH COUNCIL MEETING
OF PEACE LUTHERAN CHURCH
on Wednesday February 19th, 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), Analisa Chand, Rainer Knabenschuh, Shakura Persaud, David Wishart, and Pastor Ronnie Smith.

Via Zoom: Kavita Kanavalli, Cameron Ylimaki, Sunny Wishart (Treasurer),

Regrets: none

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:xxpm.

2. **Opening: Kavita** did an opening devotion & prayer. **David** will do the devotional for the next meeting.

3. **Approval of the Agenda:**
   Moved by: Fiona, seconded by: Shakura
   THAT the agenda for Wednesday, February 19th, 2025, be approved.
   Discussion: none. **CARRIED**

4. **Approval of the Previous Minutes:**
   Moved by: Sirkka, seconded by: Rainer
   THAT the Minutes of the Church Council Meeting held on January 15th, 2025, be approved.
   Discussion: None. **CARRIED.**

5. **Treasurer's Report/Approval of Financial Statements**
   - GIC coming up for renewal March 3, 2025: $11,210 value at maturity. This GIC will auto renew the principal and interest into another 1yr GIC term, current 1yr rate is 2.75% however this is subject to change before our renewal date.
   - Engaged a new bookkeeping professional, Ancan Business Services to file our 2024 annual filings with the CRA: https://ancanbusinessservices.ca/
     - I will be providing them access to our CRA as our new representative on file in order for them to complete our annual filings.

    - Their cost to file will be less than what we were paying Copetti ($1,000-$1,200 is what we were paying Copetti).
- Annual review was successfully completed January 24th.
- Gifts and Memorial (FOF): moved $300 to this fund as these monies were incorrectly allocated to e-transfer, however the books are closed for 2024, so we've reduced the general fund by $300 in 2025 to offset the amount that is now in G&M. This was the best solution agreed upon.
- A note for information purposes only, due to the post strike, the CRA has extended the eligible 2024 donation deadline to Feb.28, 2025, meaning someone can technically donate until the end of February and request this donation be allocated to the 2024 receipt year. I don't expect we will see this, however if it does come up, it has been CRA approved. https://www.investmentexecutive.com/news/industry-news/finance-extends-deadline-for-2024-charitable-donations/

Moved by: Analisa, seconded by: Sirkka
THAT the January Financial Statements be approved. Discussion: Do we have a fund for the PLC Youth Outreach project? Sunny mentioned she will set up a fund under the Family of Funds/Special Purpose Fund. **CARRIED**

6. **New Business:**
   a. **Financial Secretary Role**
      - Steven Kanavalli has stepped down from this role. He will continue until a replacement volunteer can be found.
      - Jeremy West & Omari Williams have volunteered. Thank you to both of them.
      - There are concerns about the e-transfer process during vacation periods. We don't qualify for automatic deposit of e-transfers at CIBC so the Financial Secretary has to enable it on the online banking system.
      - We might want to discuss this concern with Jeremy to see how this would work.
      - We can appoint Omari as a counter to replace Jeremy on the roster. Omari to be asked.
   b. **Lead for Church Redevelopment Project**
      - Steven Kanavalli has offered to lead this project.

Moved by: Shakura, seconded by: Sirkka
THAT Steven Kanavalli be appointed as the Leader for the Church Redevelopment project. Discussion: Steven has met with Jennifer Hoover and she has asked for a committee to be formed by February 27. Steven's appointment and the opportunity to serve on the committee will be announced at the AGM this Sunday. **CARRIED**

   c. **Welcoming New Members**
      - Worship & Arts suggested we hold this service on Palm Sunday.
      - Pastor Ronnie will
   d. **Adding Upcoming Events to Church Sign**
      - Congregational Life would like the opportunity to publicize events on the sign.
      - The sign needs repair, which is why it hasn't been frequently changed.
      - The time of the service could/should be added.

7. **Old Business:**
   a. **Kindred Feasibility Study – next steps**
      - We are still waiting for Kindred to come back with more information.
      - David has researched the financials related to redevelopment and how Peace will be able to do our ministries while this is ongoing. We will have a shortfall of ~$30,000 from reduction in rental – parking lot, DARS, etc.
      - Our expenses will go down.
      - Our current donation income goes to pay Ronnie's salary.
      - We will have an expense to rent space for our worship services, which will be on top of Ronnie's salary.
      - Analisa suggested we put aside funds starting now through targeted fundraising. We'll need to rally the congregation around this project to spur interest and get people excited.

   b. **Summer Jobs – 2025 (report by email – David W)**
      - Ronnie requested a meeting with our MP and the Mayor's assistant to ask for a meeting to discuss this grant.

   c. **Proposal for Voluntary Parish Worker -Lena - Update**
      - No further update.

   d. **DARS Warming Centre - update**
      - Rosie has been in communication with them.
      - There were 27 events in January. Every day in February has been an event. They are waiting for the funds from the City before they will pay us.
      - They owe us the first 2025 rental payment. It is overdue.
      - December payment for the Warming Centre is still overdue.
      - They finally signed the lease and Rosie provided them with a donation cheque from the congregation.
      - Rosie has been in communication with them and the Muslim group with respect to space usage during Ramadan.

   e. **Community Conversation - After Kindred Feasibility Study**
      - Merge this as part of the Church Redevelopment Project.

8. **Correspondence**
   a. none

9. **Reports:**
   - **Olive Branch (Rosie)**
      - Rosie has not been in touch. However we know Deborah will be in town around the date of the Gala – May 3.
   - **Technology Update (David)**
      - Something reset behind the scenes with either a Tithe.ly or Google update that impacted our Google Analytics tag, so no data was being tracked for the last month.
      - I'll update council next month with a refreshed report, but the month over month will be more of a March vs Jan comparison.

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

  Old Items:

  Fellowship Hall Storage Room Shelving

  - On Feb. 12th, Rainer installed 4 very sturdy wooden shelf units in the FH storage room. Rainer, Jeremy and Tapio assisted Lena and Sirkka in the decluttering of the storage room and disposal of the garbage items.

  Annual Fire Alarm System Inspection

  - On Feb. 7th, Herbert Williams emailed their report along with the compliance certificate.

  New Items:

  Paper & Plastic Supplies

  - With the Warming Center being open almost every evening this calendar year, the consumption of toilet paper, paper towels, compost bin liners and garbage bags has been very high compared to previous years. It has been challenging to ensure sufficient supplies are taken from the Sacristy room storage to the basement in a timely manner. To date, Tapio has spent $498.57 and he projects the remaining supplies on site will last to the end of month.

  Report for AGM

  - Prepared and submitted to Fiona for inclusion in the Annual Report.

  Boiler room floor flooding –

  - On the morning of January 31st, Sharon – DARS reported a significant amount of water on the floor of the boiler floor. Tapio found no source of water. There were no leaking pipes or external water entry into the room. He did find the "not in service" floor pit drain totally full. He mopped up all the water which was one and half bucket's worth. After an hour, there was no new water on the floor.

    In an attempt to restore the very slow drain, he snaked and applied drain cleaner twice without success.

    Jeremy, Rainer and Tapio suspect the cause to be two reasons. First, someone tried to dump a bucket full of water into the "not-in-service" pit drain and left a puddle on the floor. Then they left mops that were insufficiently squeezed propped upside down against the wall. The water from these mops dripped down to the floor.

    Tapio will be posting a sign on the wall to request that when finished mopping, the squeeze mechanism on the bucket be used so water will drop into the bucket and not on the floor.

    This problem has not recurred and the property team continues to monitor.

- **Worship & Arts: (Rosie/Fiona/Pastor)**
  - Meeting was rescheduled to January 29, 2025

- Shirley has asked that the Eternity candle be reinstated. She will pay for them. The solution we settled on was a battery-operated flameless candle operated via a remote. Fiona is facilitating this with Tapio.

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

- **Peace Youth Outreach (Fiona)**
  - Rosie, Sirkka and Fiona met with Analisa about this initiative. Analisa has stepped down. Rosie, Sirkka and Fiona will meet with Sue to discuss the way forward.

- **Congregational Life: (Sirkka)**

I am so happy to announce that Colleen has joined the Congregational Life team. She is a wonderful addition to our team.

January 14/15: Analisa and Susan started cleaning the Old Sunday School storage area the evening of January 14th. On January 15th Lena and myself finished cleaning and organizing it. We have saved some items for a yard sale in the summer and Christmas items for the bake sale. Any other items that were of value we donated to the Salvation Army. The Youth Outreach program now has space to store items for the youth. Thank you to Rainer for building the amazing new shelving unit.

A Book and Puzzle exchange library has been set up in the Narthex.

January 19th and 26th: Puzzle exchange

January 22nd: Congregational/Community Lunch, was attended by 31 guests. We enjoyed a hearty vegetable soup, sandwiches and desserts. Kirsten led us in singing meditation, which was very interesting and fun. We hummed, sang, used various instruments, drummed on tables, used salt and pepper shakers etc…..

January 23rd: The Congregational Life team had a meeting. We discussed the possibility of posting some of the upcoming events on the sign in front of the church. We are hoping to have an action-packed year.

February 12th: Lena, Lynn, Rosie, Rainer, Tapio, Jeramy and myself tackled the storage area off the fellowship hall where the tables are stored. The renters had done a good job in labeling their items. There were a few items that we were unsure about which hopefully we will find homes for them. We emptied everything out of the room. Rainer built 4 new shelves while Jeremy took down the old shelves. I went through decorations and put them into one box. Lynn, Lena and Rosie sorted and tested all the lights, keeping the good ones. I think we have enough lights to light up a forest. Tapio carried tables, cleaned the old narthex, restocked and broke down boxes. Everyone helped return all items onto the new shelves. A big thank you to everyone who helped and contributed to this project. Thank you, Rainer for constructing and assembling the shelves. They will last for years to come.

February 23rd	AGM and Potluck
February 26th	Congregational Lunch
March 4th	Shrove Tuesday

March 26th	Congregational Lunch
April 20th	Easter breakfast Potluck
April 23rd	Congregational Lunch
May 28th	Congregational Lunch
May 31st tentative date	Spring Concert
June 25th	Congregational Lunch
June 29th	Strawberry Social
July 27th	Sunday Sundae
August 24th	Watermelon Party
September 14th	Yard Sale
September 24th	Congregational Lunch
October	Oktoberfest (maybe)
October 22nd	Congregational Lunch
November 16th	International Potluck
November 25th	Congregational Lunch
November	Advent Potluck (Rosie to organize)
December 14th	Bake and Craft Sale

Possible other functions are a BBQ, car wash and a silent auction.

- **Outreach: (Shari Nelson)**
  - No report this month.

- **Pastor's Report**
  - Pastor has been reappointed as the Dean for GTA East Ministry Area.

MISC. NOTES

- Helping Analisa apply for study at Martin Luther University College (MLUC) our seminary.
- Preliminary talks with Kavita and Rafael about Peace participating in the Red Dress Journey in May to raise awareness about the Missing and Murdered Indigenous Women, Girls and 2 Spirit (MMIWG2S).
- Consulting with Steven and Jennifer Hoover as Steven transitions to take the lead on the Redevelopment file.
- Attending/advising on the Saturday outreach lunches. Will participate in the Coldest Night of the Year walk on Feb. 22nd.
- I've been largely dedicating Thursday's to visitations and have not been in the office much on these days.
- I missed a Wednesday/Thursday in the office due to the snow storms but came in for a Friday/Saturday instead.
- We really need to consider a plan to get someone in the office in general
- Reappointed as Area Dean by Bishop Carla. See attached letter.
- SERVICE NOTES
- Arnold Persaud is interested in preaching once a month again now that his health has improved.
- David Wishart filled in for me when I was sick. I helped him prepare his message.
- Rafael Rodriguez visited last month. I met with him in person prior to his visit and have been in regular communication about working together and using the Synod as a resource to enrich our ministry.

- Shannon Jackson presented on the work of Durham Youth Services to show how partnering with Peace has enhanced their programming to address youth homelessness in Durham.

AGM

- In lieu of a regular monthly report I prepared a report for the Annual Report and updated the statistics and membership list.

OPEN DOOR, OPEN BOOK

- I'm considering starting an online discussion group, Tuesday nights at 7pm. To begin, I would focus on the weekly lectionary readings but I am open to taking the group wherever participants would like to take it. It would also be a time for fellowship and checking in each week.
- Open door/open book starting after Shrove Tuesday on Zoom.

ROSTERED LEADERS RETREAT/BISHOP'S RETREAT

- I have registered for the 2025 retreat at a cost of $300. It will run Sunday, February 23rd to Tuesday, February 25th.
- I have also booked Bishop Carla to visit with us for Reformation Sunday next October, 26th.

CHURCH SERVICES:

- Weekly sermon preparation, reading, writing, collegial discussions.
- Produce/coordinate services, order of service, full and concise versions. Excel sheet for use by the Tech Team, help coordinate volunteers/worship assistants, live stream uploads and distribution, tech support, etc.
- Music Team rehearsal each Sunday, hymn selections.

COMMUNICATIONS:

- Email, phone calls, zoom calls, texts, social media posts, visitations, newsletter/gratitude corner submission, review of Synodical and National church communications.

OFFICE:

- Duties include financial records management/assistance, answer phones, checking mail, and distributing newsletters to congregation members, management of rental arrangements for parking and building, etc. (insert report details here)

10. Other Business

- Analisa has applied for Ordination Studies at Laurier University. Various people are providing her with references.

11. Closing Prayer: Kavita did the closing prayer.

12. Adjournment: The meeting adjourned at 8:58 p.m.

Special Council Meeting – **Sunday, February 23rd, following the AGM** – in Person - Agenda to appoint Council Executive, Liaisons, Treasurer & Financial Secretary.

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

Online Votes held between Council Meetings:

- *Last month the Treasurer's Report and the Financial were not ready for approval. On January 23rd Sunny forwarded the reports by email and Fiona distributed them for review and adoption. Detail of the January Treasurer's Report are as follows:*

January Treasurer's Report/Approval of Financial Statements

- *Even with the budget forecasting deficits of over $9,000, we closed 2024 in the black by $3,600! This surplus was due both to overall income coming in a bit higher and overall expenses coming in quite a bit lower.*

- *GIC renewed Dec.5th $19,630 at 2.5% in a cashable GIC.*
- *New dedicated fund has been set up to track additional employment expenses incurred from Lena's role. This fund will be helpful in transparency; however, it will forever go into a deficit unless we allocate the corresponding donations to shore them up.*

- *Annual financial review will be conducted Friday, January 24th.*

Moved by: Fiona, seconded by Rainer,
THAT the December Financial Statements and the Q4 Report, be approved.
Discussion: *none.* ***CARRIED.***