

STRATHROY UNITED CHURCH
COUNCIL MEETING MINUTES
WEDNESDAY, DECEMBER 9, 2020 7:00 PM

ATTENDANCE: Marjorie Harris (Chair), Patti Baratta (Recording Secretary), Colleen Fletcher, Diane Goodhand, Doug Goodhand, Patti Krista, Barb MacKinnon, Tim McMillan (Treasurer), David Morton, Rev. Brad Morrison, Tina Zimmermann

REGRETS: Darlene Bourne

1. Welcome & Call to Order Marjorie Harris
Opening Prayer Rev. Brad Morrison

2. Approval of Agenda
Motion by Diane Goodhand / Tina Zimmermann to approve the Agenda as circulated. **CARRIED**

3. Approval of October 28, 2020 Minutes
Motion by Patti Krista / Diane Goodhand to approve the October 28 Minutes as circulated. **CARRIED**

4. Correspondence
 - Thank you card from the Barkers and Molly Jacob for the beautiful flowers and continued prayers in their time of sorrow (George Jacob)
 - Happy Holidays from the Krupa Family

5. Business Arising from October 28, 2020 Minutes
Investment Policy Revisions Patti Krista
 - Revisions to Investment Policy were approved at the Congregational Meeting Sunday, November 1.Reminder re: Preparation for Council Meeting (ex. Team Reports) Marjorie Harris
 - Team Leaders are reminded to submit their team reports at least a week in advance of the Church Council meeting.

6. New Business
Update: Sanctuary Livestream Services Rev. Brad Morrison / Tina Zimmermann
 - Direct hardline established between office router and Sanctuary by Bill Bron Electric.
 - Internet service switched to Rogers to increase upload time and allow for smoother livestreaming.Retirement Plans for John Larocque Diane Goodhand
 - Retirement party for John Larocque scheduled for Sunday, December 20. John and his family will be seated in the choir room and congregation members will have the opportunity to congratulate John as they file out of the Sanctuary after the Sunday service. Individually wrapped cupcakes will also be provided.

- Church Council surveyed to determine retirement gifts for John.

Photocopier

Patti Baratta / Patti Krista

- Current photocopier contract with Rival Office Solutions is scheduled to expire September 2021. Previously, the photocopier contract was researched and decided by the minister, office administrator, and Marjorie Harris.
- Note that the cost of the photocopier lease falls under Property Team as it is a capital asset, but that the cost of photocopies falls under the Finance Team.
- Patti B to review quotes received from Rival Office Solutions as well as survey other photocopier companies to determine best option and present to Council.

Bequest Requisition Form – Congregation

Marjorie Harris

- There is some confusion as to who signs for the Congregation on the Restricted and Unrestricted Bequest Requisition Form.
- At this time, minutes from Congregational Meeting will be attached to the Requisition Form to imply Congregational consent. Requisition Form to be reviewed in 2021.

7. Reports/Decisions in Progress

a) Treasurer Report

Tim McMillan

- **Balance Sheet:** The difference in the chequing account between the end of December 2019 and the end of October 2020 is significant due to the large bequest that was received the end of 2019. That bequest has since been invested. Unrealized Gain (Loss) for Frontier Capital is the same as last year at this moment as no entries have been made due to the instability introduced by COVID-19. This will be adjusted at the end of December. General Fund deficit sits at \$62,219.
- **Statement of Receipts and Expenses - General Fund:** Excess of expenditures over receipts is \$(67,772). This is better than 2019 due to Canada Emergency Wage Subsidy (CEWS), which covers 75% of wages for employers who have experienced a drop in revenue. Of the 10 to 11 four-week periods that can be approved, approximately 8 have been approved so far. None of the monies received through CEWS must be paid back. It was also noted that Strathroy United Church could apply for the \$40,000 emergency loan of which 25% would be forgiven provided 75% is paid back within two years. After some discussion, it was decided by the Church Council that Strathroy United Church does not need to apply for this emergency loan. Congregational Life Team expenses are lower than 2019 on account of the pandemic and the building being closed. There have also been no expenses related to fundraisers or Hospitality Meal.
- **Statement of Team Expenses:** Detailed team expenses have been sent to Team Leads with the request to review and notify Tim of any discrepancies.
- **Mission and Service Fund:** Donations towards Mission and Service Fund are substantially lower than last year due to the pandemic.
- **Other:** The deadline for submitting charitable tax returns has been extended to the end of December. It can also be filed online. Tim will let Patti K know when this has been done.

b) Board of Trustees

Doug Goodhand

- No report.

c) Community Life Team

Tina Zimmermann

- **Funeral Policy:** After consideration of alternative options, the Community Life Team has elected to discontinue the policy of sending flowers to the bereaved due to cost.
- **Compassionate Fund Policy:** Consensus that we discontinue the gift card program due to duplication of services in our community, staff safety, and hours of work. It was decided to leave the 2017 Policy unchanged at this time and note reviewed November 28, 2020.

d) Congregational Life Team

David Morton

- Please refer to Congregational Life Report to Council.

e) Finance Team

Patti Krista

- **Allocation of Interest Earned on Bequest Fund:** In the past, \$3,000 was allocated to the Mission & Service Fund with the remainder going towards the deficit of the General Fund. The Finance Team advises that the interest be allocated first to the Mission & Service Fund and then to the deficit of the General Fund.
- **Allocation of Christmas Eve Loose Offering:** In the past, the loose offering received at the Christmas Eve service has been between \$450 and \$600. This was then allocated to a community organization, a family in need, etc. This year, the Finance Team is advising that the Christmas Eve Loose Offering be allocated to the Mission & Service Fund.

Motion by Patti Krista / David Morton to allocate the interest earned on the Bequest Fund first to the Mission & Service Fund and then to the deficit of the General Fund.

CARRIED

Motion by Patti Krista / Colleen Fletcher to allocate the Christmas Eve loose offerings to Mission & Service Fund.

CARRIED

f) Ministry & Personnel

Diane Goodhand

- See "Retirement Plans for John Larocque"
- Thank you to staff for adapting as necessary due to the COVID-19 pandemic

g) Property Team

Marjorie Harris

- **Fogger:** A Bure fogger with solution has been ordered and will be arriving soon.
- **Elevator Maintenance Inspection and Service Contract:** Savaria holds the present contract for elevator maintenance at a cost of \$1004.00 per year (includes four visits, with extra being charged for calls for service and parts). The contract is due January 31, 2021. TRAM has requested a contract starting February 1, 2021 at a cost of \$860.00 for the same terms (four visits plus extra cost for other service calls). Mark Andriago is the contractor and has previously worked with our system and is very familiar with it. The Property Team is in favour of using Mark for next contract.
- **Tree Removal:** Davey Tree has removed the two oaks and a lilac bush, as well as trimmed the weeping tree.
- **Snow Removal Contract:** Brad's Lawn Care has been contracted for Snow Removal for the season at a cost of \$1200.00. The sidewalk going into the Maria St. door will be managed by volunteers until the end of December, after which it will be managed by the new Custodian.

h) Antler River Watershed Region

Rev. Brad Morrison

i) Update from Minister

Rev. Brad Morrison

Motion by David Morton / Tina Zimmermann that we receive all reports for information.

8. Next Meeting

a) Date: Wednesday, February 3 7:00pm

10. Closing Prayer

Rev. Brad Morrison

Action Items:

Office Administrator (Patti Baratta)

- Review quotes received from Rival Office Solutions as well as survey other photocopier companies to determine best option and present to Council.