

**ST. ANDREW'S UNITED CHURCH COMMUNITY OF FAITH BOARD MEETING
TUESDAY, FEBRUARY 19, 2020
7:00 P.M. IN THE MEETING ROOM**

Chairperson

Secretary

PRESENT – Jim Pollock, Jane Ross, Doris Coulter, Joan Cooke, Barb Brockway, Dave Lelievre, Janis Peters, Alain Beaudin, Bob Thomas, Rich Cooke, Laurie White, Tom Allin, Diane Cowley, Maria Hill, Donna Dunlop, Cindy Juriga

REGRETS – Neal Pyke, Marilyn Atanas, Paul Holder, Ken MacDonald

GATHERING

Welcome – Alain Beaudin welcomed everyone and lit the Christ Candle. Doris Coulter read a Grade 3 boy's explanation of God.

AGENDA REVIEW

Approved as distributed.

APPROVAL OF PREVIOUS MINUTES

Motion was made by Janis Peters that “the January 21, 2020 Board Minutes be approved as distributed.” Seconded by Joan Cooke. Carried.

BUSINESS ARISING FROM PREVIOUS MINUTES

WEBSITE

Wordpress has been purchased. The calendar is now up and running and the site is becoming more easily accessible. Alain shared a report from Jenn Bonner regarding future steps she would like to take to improve our website. This time and effort will be at no cost to St. Andrew's; however, Jenn has requested that the monies allocated in the 2002 Budget be used to implement some or all her recommendations. One of the recommendations is to have a website audit conducted to test our site for impaired individuals' accessibility.

MOTION was made by Bob Thomas that “Jenn Bonner be approved for website updates costing up to \$400.” Seconded by Diane Cowley. Carried.

Announcements will be made to the congregation as Jenn feels appropriate. Further discussion and decision making will take place at upcoming Board meetings as Jenn implements her recommendations. NOTE – all St. Andrew's event pictures should be forwarded to Jenn Bonner.

BOILER/HEATING SYSTEM ASSESSMENT UPDATE

The initial engineering visit was completed. Initial findings will be available late February early March. Final report will be received in April. It was agreed that the cost of the assessment will be paid by St. Andrew's and Judith Pyke will make her donation through the normal offerings process.

PEW CUSHIONS

Alain provided the two quotes on purchasing 46" x 17" pew cushions (both vinyl at \$217 per and cloth at \$127 per) as requested at a previous Board meeting. Lengthy discussion took place regarding past Board decisions on purchasing cushions and replacing remaining pews with chairs.

MOTION was made by Donna Dunlop that "chairs be purchased to replace the remaining pews as Memorial Fund monies become available." Seconded by Dave Lelievre. Carried with one abstain vote.

Bob Thomas will take this motion back to the Cushy Cushion sub-committee for discussion and possible action.

INSURANCE/ROBBERY UPDATE

The office computer is expected to be delivered on Friday and necessary software will be purchased. The Service laptop purchase is still being researched.

MOTION was made by Diane Cowley that "the Sunday service laptop be replaced as soon as possible." Seconded by Jane Ross. Carried.

Alain will contact Ron Harwood who is researching suitable equipment and the best prices. as well as, Peter van der Laan DeVries who is working with the insurance company regarding replacing stolen items.

CORRESPONDENCE – None

NEW BUSINESS

RICK HANSEN FOUNDATION ACCESSIBILITY CERTIFICATION

This organization will come to a facility and assess the overall accessibility of the premises at no charge. Initially, there was an accessibility exemption for older buildings, but all renovations had to be assessable. This exemption will end at some future point in time. It was agreed that St. Andrew's would qualify for this assessment. The questions will be asked regarding whether the assessment would include legal ramifications of not being an accessible building. It was also agreed that this organization may be a source of available government grants for future renovations. Alain submitted an information package for future reference.

MOTION was made by Jim Pollock that, "the Rick Hansen Foundation be approached to do an accessibility assessment of St. Andrew's." Seconded by Leon Mitchell. Carried.

HFRC COVENANTING AGREEMENT - Bob Thomas reviewed the necessary process and procedure before the Board signs this Regional Council document. It was agreed that the first step would be for the Symbols to be agreed on. Each Board member was requested to personally think of possible symbols, as well as, asking the Committee members for suggestions. Discussion and decision making will begin at the March meeting. A specific completion target date was not agreed on, but the general consensus was the sooner the better.

ROOM RENTALS – ALCOHOL? - Following lengthy discussion regarding legal ramifications, staff/volunteer supervision, etc., it was agreed that the existing policy of no alcohol on the premises will remain in place.

NEWCOMER DONATION - One of the refugee families donated \$250 to St. Andrew's in appreciation of all the congregation has done for them. A thank you note will be sent. Following discussion ...

MOTION was made by Maria Hill that "the \$250 donation received from one of our newcomers family be used as seed money for a Friendship Luncheon." Seconded by Rich Cooke. Carried.

STEWARDSHIP LETTER WITH 2019 DONATION RECEIPTS - Following discussion, it was agreed that Laurie White will draft a thank you letter to be included in the donation tax receipts.

COMMITTEE REPORTS

BUILDING AND GROUNDS - Members of the B&G Committee have been assisting the Trustees dealing with issues related to the **recent break-in**. In this regard, as an exterior door Church key was stolen, **all 5 exterior keyed doors** have been rekeyed, with replacement keys being issued. (keys are numbered, registered to holders, and have a "do not duplicate" on each key). While we are trying to limit the number of keys, we are not aware of damage or vandalism caused by key holders over recent decades, only by vandals using wrecking bars and hammers to gain entry to the facilities. 51 Keys to the new locks have been registered and delivered to date. Several members of this Committee met with Judy Pyke and representatives of "**Edison Engineering Inc.**" on February 3, and provided the engineers with existing plant drawings, as well as a tour of our existing heating and power facilities. Edison will present their findings and recommendations to the Board, most likely at the April Board meeting. Otherwise, **routine maintenance continues**.

CHRISTIAN DEVELOPMENT

1. **Rendezvous** -- we have approximately \$6,500 raised towards our target of approx \$11,000. We have 10 youth going (estimate \$950 each fundraising needed) and 4-5 adults and we are still awaiting news of Region Grants. We have applied for \$1,000 Vision Grant. There is additional grant which adult women can apply for through UCW. We are doing well, and will hope that our March 7th "Wild West Get-Away" event is successful as a fundraiser. Youth will resume "work for a donation" opportunities in Spring.
2. **T-shirts** are for sale at \$20 each for a St. Andrew's "WE THE CHURCH" shirt. Sample sizes and orders will be taken during February/March.
3. **Messy Church** -- Wed., March 18th, 5:30 -7:30 pm.
4. Children & Youth will attend "**Kids Around the Region**" Camp June 5-7. CD will support. Laurie is on planning team.
5. **One-Stop Shopping** May 2, 2-5 pm on a Saturday afternoon (because of Ramadan). To include a chili lunch.
6. We have won a **\$50 Gift Certificate for Giving Garden**, from William Dam Seeds by being the first to return a garden survey to Neighbour-to-Neighbour for the 2019 season.

FINANCE - The Finance Committee has opted to **meet on a Quarterly basis**, with our first meeting scheduled for April 14th. Separate special meetings will be scheduled in the fall to prepare the annual budget. **Nathan Best** is a welcome addition to the Finance Committee this year.

HORSESHOW FALLS REGIONAL COUNCIL REP - See Business Arising above ...

MINISTRY AND PERSONNEL - No report

OUTREACH – will meet next week. The Soup Lunch to support the **Bridge** Foundation has been deferred.

PASTORAL CARE AND FRIENDLY VISITORS – **Valentine** cards were sent out to shut-ins. The St. Andrew's **information brochure** was updated by Norm Jarvis and copies are now available at the Sanctuary entrances. **Hot X Buns** will be provided for the Easter service Coffee Hour.

TREASURER'S - Our **income** as per January 31, 2020: \$ 22,207. Our **expenses** were: \$ 18,294. In **increase in our Reserve Fund of \$ 3,913**. I have filed the **GST and PST** rebates for the year 2019. Having no access to our **Tax Receipts** information is a great worry!!!! Please purchase a new laptop with appropriate software a.s.a.p. See Insurance/Robbery Update above.

TRUSTEES'

Memorial Fund - Revenue for January was a paltry \$1 & Expenses were nil. The balance in the Fund is \$1945.

The Trustees are awaiting direction from the Board on the disposition of these funds – pew cushions?

Trustees Fund - Revenue for January was \$8 & Expenses were \$480 for the Insurance Installment. The balance in the Fund is now \$408,793 including entrusted Building Fund monies of \$143,524.

The Manse GIC in the amount of \$140,640 matured on February 15th & the principal has been rolled over in to a new GIC at 2.55% interest.

Insurance Update - The insurance claim has two components:

1. Schedule of Loss Claim
 - Initial Schedule of Loss has been filed with the Insurance Co. in the amount of \$15,940.
 - Included is \$1,000 claim for lost Xmas offering. This is not likely to be approved since we cannot provide adequate documentation.
 - Receipts have been requested for all items – in progress – Pieter Van
 - If no receipt is available, an estimated cash value will be calculated & once purchased, any additional cost will be reimbursed.
 - A new computer has been ordered for Josie delivery Feb. 21st.
2. Damage Claim
 - PDS Repair has assessed the damages & submitted a quote to repair for \$11,950.
 - The Insurance Co. have accepted this estimate & the B & G Committee have to decide whether they want to proceed with this contractor or get another quote from an alternate.
 - Our deductible for the total claim is \$1,000 & will be net of what we will recover in HST rebate.

ACTION REGARDING TRUSTEES' RECOMMENDATION CONCERNING AN EMERGENCY CONTACT POSTING IN THE CHURCH – Following discussion, it was agreed that an “adult only” Church Directory and a “who to call in case of emergency” list will be posted near the phone in the back foyer.

UNITED CHURCH MEN - On the 20th of February the Men's Breakfast was at the Egg and I at Duff's Corners, with the ladies to celebrate Valentine's Day.

UNITED CHURCH WOMEN – Giving Hands group is going strong with 30 women attending on Monday, February 17th. Val Lowrey has taken many bags of knitted, crocheted items to different community charitable groups and the ladies continue to keep making and bringing items in. Some of the ladies are making preemie hats for McMaster and Joseph Brant hospitals. The group would like yarn of any kind, especially baby yarn. Val has also delivered 200 knitted squares to Wellwood Center to be sewn together for lap blankets or afghans for cancer patients.

WORSHIP - As it stands, Feb 23 will be Baden Powell/Thinking Sunday and, in addition to having representation and participation by the various scouting groups, we will have our famous "sock-it-to-me" socks throwathon with new socks going to a couple of our supported groups. We will have a communion service on the first Sunday of Lent, March 1, and we will be celebrating Lent with services including Tenebrae candles, which traditionally represent the shadows or darkness of this time in Jesus' life.

MINISTRY REPORTS

LAURIE WHITE – **Affirming For All Coffee Hour** will take place this coming Sunday.

KEN MACDONALD – On vacation.

Adjournment - Meeting adjourned at 9:15 p.m.

Benediction – Laurie closed in prayer.

NEXT MEETING: March 17, 2020, 7:00 p.m., Downstairs Meeting Room