

Knox Council

April 27, 2021

7:09 pm

Zoom Meeting due to COVID 19

Attendees: **Executive Committee:**
Beth Martin (Chair - Council), Vanessa Voerman (Vice-Chair - Council), Rainie Murphy (Secretary), Fred Gallop (Chair – Finance), Heather Robinson (Chair – Ministry & Personnel), Mannie Lewis (Chair – Property), Nancy Kent (Chair – Spiritual Oversight), Rev. Sandra Cox

Council Members:
Debbie Chisholm, Jean Collier, Dave Duggan, Caroline Gallop, Gail Miner, Eleanor Lewis, Kevin Webb, Katie Kent, James O'Connell

Guests:
Henry Ellsworth, Dianne Levy, Lynnette Lund, Paige Moore, David Moore, Judy Hayes, Paul O'Brien

Absent: Boyd Hunter (Requested Leave of Absence until October 25, 2021)

Minutes

Agenda item: *Welcome Prayer & Lighting of Christ Candle*

Rev. Sandra led the group in a welcoming prayer, the Christ Candle was lit, our Mission Statement was recited, and the meeting was constituted in the name of Jesus Christ.

Agenda item: Approval of agenda

Additions: Approval of the agenda added

Motion to Approve: Fred Gallop Seconded: Dave Duggan MOTION CARRIED

Agenda item: *Reflection*

No reflection was prepared for this meeting.

Agenda item: *Approval of Past Minutes*

Additions: Eleanor Lewis was present at March meeting, name added to minutes

Motion to Approve: Gail Miner Seconded: Caroline Gallop MOTION CARRIED

Agenda item: *Expansion of the LSNS (Lower Sackville Nursery School)*

- Beth Martin welcomed and introduced Lynnette Lund
- Beth Martin circulated a proposal earlier in the week produced by Lynnette Lund for viewing
- Dave Duggan stated that we either go with the proposal of going full time or we close the day care as there are not enough enrollments due to the preprimary program that is now offered for free by the school board.
- Dave Duggan states that we do not need to worry about insurance or a permit for the fenced in area as it is not attached to a building or structure and it will not be six feet high.
- Question raised
 - Rev. Sandra Cox- worried about funeral receptions and how they would affect the daycare when they would need to use the hall.
 - Lynette Lunn stated that they would not need to use the hall at all as they will have the outdoor space, the only time they would need the hall if there was an extreme cold day and they could not be outdoors, in that time they could do classroom activities. They would also use the back door and stairs to enter and exit if they were given notice.
 - Sandra Cox also brought up the idea and question if the use of the narthex would be allowed for receptions for funerals. Jean Collier stated they have done that in the past if the group was under 70 guests to meet fire regulations.
 - Caroline Gallop's concern was the C.O.M.E. meal that is hosted once a month, but it looks like it will be a while before that starts up again, so she was not too concerned.
 - Dave stated he has seen Lynnette's problem-solving skills and he is not concerned.

- Kevin Web's concern was with the traffic coming around the building while the children are going to and from the building to the place space because of the blind spot on the side of the building.
 - Dave Duggan stated at the official opening Freedom Kitchen barred off a large area of the front parking lot to keep traffic out and something along those lines could be done as well.
 - Lynnette Lunn mentioned at Costco they have little green plastic children signs that say children at play please slow down, felt this could be an option for them to purchase.
 - Rainie Murphy stated that Freedom Kitchen have crowd control outdoor lines and that they are welcome to use them anytime.
- James O'Connell looking at the proposal and how much revenue this would bring in, thinks that we could purchase dividers to separate the hall
- Debbie Chisholm inquired about snacks and food to be prepared in our kitchen, will there be any new rules for them? It was stated that there are no new regulations around this as it is currently part of daily operations.

Motion to Approve: Dave Duggan

- That the Lower Sackville Nursery School transition to a full-time daycare as of September 2020/20

SECOND: Gail Miner

MOTION CARRIED

Agenda item: *Finance Topics*

Ice cream stand

- Paul O'Brien has the yellow file for the ice cream stand and he will work his way through it and will get together with M&P and Finance to figure everything out.
- Looking at opening on Mother's Day, must judge that accordingly to the COVID and grant restrictions.
- 5 summer student positions were submitted and 4 were approved and will be paid for by a grant. They are all related to the ice cream stand; one manager and 3 workers.
- Chapmans Ice Cream (Sysco Foods) came in with the lowest cost to us and was willing to provide the most marketing i.e.: umbrellas posters and signs.
- Originally, we included staff monies for pay as we were not sure we would get the grant to pay for the staff. We indeed did so that brings the revenue up \$10,000.
- \$30,000 was the projected revenue based on selling 200 eleven-liter tubs of ice cream and paying wages.
- Beth, Paul and Fred will get together to get the hiring process started, there are a few young adults who are extremely interested from Freedom Kitchen. Xavier is a high school student who is a go-getter and if something is needing to be done, he is right on it, a self-motivator some would say.
- Then we would look at some university students who maybe a bit more mature for the manager position.

Approval Thresholds

- Finance was looking to set spending limits authorities for each committee, council, and executives, before we had to take a major expenditure to the church congregation for approval.
- Over the next few weeks until the next council meeting, Fred Gallop is asking each representative of council to think of a number they feel would be appropriate as a threshold level for each committee the executives and council to approve before going to the congregation for approval.
- We will bring all numbers together another night after everyone has a chance to think over it.
- Thresholds will be for: Committees, Executive Committee, Council and Congregation

Live streaming/Video camera project

- We have engaged Rob Hanington, our IT consultant, to offer advice on the project.
- Two grants in from the United church, one for \$1500 and the other for \$1048
- We are going to need more funds to ensure a sustainable and suitable system is installed for use next 5 – 10 years.
- Dave Duggan and Henry Elsworth will work with Rob to get the project completed.

Motion to approve: Dave Duggan

- I move that Council approve a maximum of \$5000 to proceed with the live streaming project

SECOND: Vanessa Voerman

MOTION CARRIED

Agenda item: *Correspondence (attached)*

Request for 6 months leave of absence from Boyd and Holly Hunter
(April 25, 2021 – October 25, 2021)

Motion to approve: Dave Duggan

- We acknowledge and accept Boyd and Holly Hunters request with regrets for the 6 months leave of absence.

SECOND: Mannie Lewis

MOTION CARRIED

Agenda item: *Spiritual Oversight Committee*

Wishes to remove the last pew on the right in the back to allow for audio visual equipment and to ensure compliance with fire regulations

Motion to approve: Nancy Kent

- I move to remove the last pew on the right-hand side of the sanctuary facing the communion table to safely accommodate the audio-visual equipment next to sound system.

SECOND: Fred Gallop

MOTION CARRIED

Agenda item: *Services going to ZOOM*

- Beth, Nancy and John are wondering what our live services will entail
- Options live stream or ZOOM or hybrid approach
- Live streaming must be kept lower than 5 in the sanctuary
- John is available to what ever we decide
- ZOOM can be posted after the service
- ZOOM link would not be able to be posted on platforms as it would open it up to zoom bombers who could crash and take over the service.
- Jean Collier watched a concert on ZOOM and the music was horrible. It does not come through well and you can barely hear the concert and the sound itself did not come through. Beth Martin said that the music could be pre-recorded and played via zoom or played live.
- Dave Duggan asked “what is the difference of zoom and live stream?” ZOOM can be done in our homes where live it must be done in the church and kept under 5 persons
- Rainie Murphy, Rev Sandra normally can not get on zoom on a monthly basis, but Sandra stated they are working on the secure connections.

Motion to adjourn: Mannie Lewis

SECOND: Katie Kent

MOTION CARRIED

Meeting was adjourned at 8:31 p.m.

Next Meeting May 25th, 2021

Details to be emailed at a later date