

**Woodlawn United Church
Minutes of Council Meeting
February 16, 2022, 7:00 PM**

In light of Covid 19 preventing us from meeting together, the meeting was held via zoom.

IN ATTENDANCE: Barry Zwicker, Fay Gunter, Jerry Jackson, Shelley Clee, Brian Moors, Kelly MacNeil, Rev. Mary Lynne Whyte, Paul Whyte, Rev. Dale Skinner, Teri Giannou, Lisa Allen, Keith Musselman

ABSENT: Jim Allen, Dodie Covert, Ivan Richardson

CALL TO ORDER: Barry Zwicker called the meeting to order at 7:03 PM

OPENING PRAYER: Barry Zwicker offered an opening prayer.

WELCOME AND ANNOUNCEMENTS: Council welcomed Shelley Clee as Council Recording Secretary on a probationary period of 3 months at which time, it will be reviewed by Council to ensure the responsibility is agreeable to continue. As recording secretary, she will not have a vote at meetings, and she will excuse herself for any in camera discussions or private matters that are of a confidential nature as requested by Council.

APPROVAL OF AGENDA: With the addition of **M&P Interim Members** as a new business item, the agenda was approved.

TIME OF ADJOURNMENT: 9:00 PM

CORRESPONDENCE: The monthly Roll changes for January were introduced as an information piece only. Does not require action.

APPROVAL OF MINUTES – Brian Moors noted that in the last minutes, Keith Musselman was thanked for his role in the letter that accompanied the Tax Receipts. Kelly MacNeil's name was left out, so on behalf of Council, Kelly was congratulated on the letter. At this time, it was agreed by consensus that the minutes of November 17, 2021 meeting be accepted as circulated.

APPROVAL OF MINUTES – It was agreed by consensus that the minutes of January 19, 2022 meeting be accepted as circulated.

OLD BUSINESS:

1. *Documentary on Faith Based Organizations:* Barry Zwicker spoke to the creator of the documentary who communicated that it's not quite finished. His final piece of information he needed from us was a picture of our power meter which he now has.. Barry has requested a special viewing of the film once he is ready to proceed. Dale suggested that once we are back to in-person worship that Woodlawn United host a

special celebratory worship acknowledging the payment in full of the Solar Panels as this is a major accomplishment.

2. *Woodlawn's Footprint* (Lisa) Lisa spoke to Maggie about this and they decided to forego this project as there aren't any kids in this age range that could focus on an environment issue.
3. *World Café update* (Dale): Dale suggested that this is likely going to happen sooner than later, and information will be forthcoming in the days and weeks ahead about what that will look like.
4. *Updating the Chancel* (Accessibility): We will continue to support the efforts of the Accessibility Team in considering how the chancel area can be more functional, flexible and accessible. Paul Whyte requested that the Tech Team be involved in any changes to the Chancel for placement of technical hardware and equipment.
5. *Woodlawn offering a comfort area* (Outreach): Brian had presented this idea to the Outreach committee, and there was some interest. The committee agreed to request direction from Council. Brian will research to determine what regulations are in place make the WUC facilities accessible in the summer months to cool down from the summer heat, and as a warming area in the winter months. It was also noted that currently WUC is host to 3 local schools as an alternative relocation in the event of an emergency. Brian to do research on a similar project carried out by St. Matthews.
6. *Review of WUC finances*: Barry spoke to Ivan about this and it was determined that the decision had been made a few years ago to do a review of the finances every 5 years, making 2023 the next target year. Fay asked if there is a way that a qualified member of another church can review the finances of our church, and vice versa. Keith advised that we have asked Bedford United about this, but noted that it's a lot of work for volunteers, but suggested that it could be a reciprocal service. Keith agreed to speak to his daughter Nikki Hilton (CPA) to obtain more information.
7. *Stewardship Initiative*: (Kelly)
 - a. This idea came from out of a workshop that the committee attended with Roger Janes. The theme of the workshop was Inspire, Invite and Thank. The committee will be working collaboratively towards a narrative budget through the year, and they will focus on the 5T's (Time, Talent, Treasure, Terrain and Tissue).
 - b. Kelly is currently working on the timeline for the Easter/Lent letter and the M&S Toonies initiative that we normally do. As we will be back to "in person" service in March, the Lenten bottles will also still be put out for those who wish to donate using toonies. Mary Lynne and Dale will work to get the letter finished and off to the committee in the next week.

NEW BUSINESS:

1. *AGM – Feb 27, 2022 via ZOOM - Update*
 - a. Barry provided an update on the upcoming AGM. The meeting will follow worship, at 11:00 AM.
 - b. There was a correction to page 5 of the Financial statement which was simply to correct the equity calculations. It has been revised in all versions and sent out.
 - c. Paul Whyte has all of the polling set up for the questions that will be asked at the meeting, and ready to roll.
 - d. Barry suggested that if you know of anyone who may require technical assistance in getting online for the AGM to let others know so we can arrange to get them some help.
 - e. The Financial Statement is a matter of history and simply need to be accepted and Budget is a status quo document that has been provided to the congregation in advance of the meeting. Where Barry has received no questions from the congregation at this time, it may go to directly to approval with no discussion. Jerry Jackson suggested that it would be helpful to have a "F.A.Q." list of anticipated questions prepared. Barry indicated that he will address a few basic questions as part of the introduction to the budget approval and asked if others had suggestions to get them to him.
2. *Resuming In-Person Services for Worship and Rentals:*
 - a. Our first worship back in person should be a "to do" event! Shelley will advertise in the bulletin this week that we are returning to in-person effective Sunday March 6th. It will also be put on the outside sign, and in the March newsletter. We will note for everyone that we will still respect the guidelines around in-person, including group size, masking, social distancing, and proof of vaccination. The Choir is still working out details, but we will also provide an update to the congregation on congregational singing and choir plans. We will eliminate contact tracing effective February 17th. Fellowship will also follow the March 6th service.
 - b. Shelley gave an update on rentals. She has heard from and has been in touch with most of our rental groups. The larger groups have indicated a return effective mid March as long as the guidelines support the size of their groups. The others have all indicated that they would like to return as soon as possible. We also are seeing another mid size group back for a couple of rentals. (the Probus Club) will be with us in March and April for morning meetings. The Mayflower Quilters Guild start back this month as well.
3. *Nominations & Recruitment:* Welcome to Mike MacNeil as Co-Chair of Stewardship Committee who will co-chair with Kelly MacNeil.
4. *Interim M&P Members:* Thank you to Cathy Kay and Helen Dixon for their service as Co-Chairs of M&P. It was also acknowledged that Kevin McTaggart who is a member of the M&P Committee has also had to step back from his duties on the committee due to personal family health issues outside the province. We wish Kevin all the best and send him our thoughts and prayers. Rev. Mary Lynne will arrange to give him a Prayer Shawl once he is back from Ontario. Barry confirmed that he reached out to three individuals who have agreed to serve as an "Interim M&P Committee"

until such time as we were able to secure more permanent members. For the next 3 months, Allan Eddy, Fay Gunter, and Keith Musselman have agreed to serve in this capacity. ***Brian Moors moved to accept the recommendation of the Interim M&P Committee members as confirmed above. Seconded by Teri Giannou. Motion carried.***

ROUND TABLE

1. *New and Improved Tech Team:* The new name for the former “Communications” committee is now the Tech Team. This came as a result of the team feeling they did not have the expertise to advise on public affairs communications, and instead were focused on technical matters, such as website, sound, livestream, etc.
2. *Website Overhaul:* Paul, as Tech Team Chair, suggested that during a review of the website, it would be highly strategic for all of the committees to review their specific information on the website and arrange to update that information, and provide regular refreshers on events or activities, photos, etc., so that their information is current. Gus will then update the website with that information. He specifically noted that the “Life and Work” of Woodlawn requires work. Dale also noted that some of this information would be part of the Transition work – specifically connecting with committees. It was also noted that it’s also an important part of the governance and communication work going on.
3. *Food Bank Meeting:* Brian Moors announced that the Food Bank AGM will be held on Tuesday March 1st at 3:00 PM via zoom.

NEXT MEETING – March 16, 2022 In-Person (if comfortable). You may also join in by zoom by request.

CLOSING PRAYER

ADJOURNMENT: Meeting was adjourned at 8:30pm