

MINUTES – Woodlawn United Church Council March 17, 2021

CALL TO ORDER: The meeting was called to order by the Acting Chair Helen Dixon.

In light of the Covid-19 pandemic and ensuring WUC follows the recommendations of our federal, provincial, and municipal leadership to refrain from public gatherings and meetings, Helen Dixon coordinated a ZOOM video conference for this meeting.

SECRETARY: Adelia Holloway volunteered to record the minutes.

IN ATTENDANCE VIA VIDEO: Helen Dixon, Rev. Mary Lynne Whyte, Cathy Kay, Jim Allen, Brian Moors, Paul Whyte, Rev. Dale Skinner, Kerri Graham, Adelia Holloway, Kelly MacNeil, Keith Musselman

GUESTS: Teri Giannou, Lisa Allen, Jerry Jackson

OPENING PRAYER: Rev. Mary Lynne Whyte led us in prayer to begin our meeting.

WELCOME: Helen welcomed council members and our guests this evening. Teri and Jerry are here on behalf of the Transition Team Membership and Lisa Allen is here as an observer of a council meeting.

AGENDA: The agenda was approved with no additions made.

TIME OF ADJOURNMENT: 9:00 pm

CORRESPONDENCE: no correspondence

APPROVAL OF MINUTES: The *minutes of February 18, 2021* were approved with the corrections indicated at the March 2, 2021 Special Meeting. (Transition Team Membership) Motion by Brian Moors/Seconded by Kelly MacNeil

The minutes of March 2, 2021 were approved with the correction of Fay Gunter's name in two spots. Motion by Brian Moors/Seconded by Cathy Kay

OLD BUSINESS:

1. Budget:

A motion was previously made to send out to the congregation via the WUC Website, the 2021 Budget /2020 Financial Report and 2000 Annual Report.

Helen Dixon will communicate this to the Shelley (office) and Emily Cairns (website). An email will go out to the congregation with the link to these reports on the website. These reports are in PDF.

2a. Funerals:

The Worship Committee and the Funeral Liaison Team met. They found 25 attendees at a funeral were easy to manage. Distributing information about the safety protocols to the family and guests prior to attending the funeral was helpful. Some people are not familiar with churches and it is an emotional time. A map is used to show the seating, with makes it easy for the funeral ushers.

2b. Streaming Funeral Services:

We streamed one funeral in 2021, but cannot reliably provide this service to all as we don't have the volunteers. The sound person does not do the videotaping. We discussed paying someone. Would there be students from NSCC who could be asked to help with streaming? Paul is going

to speak with Mike Hall from the AV Company to see if he has staff who could be hired if necessary. (Freeman is another AV company)

3. AGM Planning:

After considering the low prevalence of the Covid-19 Virus in Nova Scotia at this time, and the initiation of the vaccine program, the date of Sunday, May 16, 2021 was chosen for the 2021 AGM. A time has not been chosen. Motion by Brian Moors/Seconded by Paul Whyte Keith will check with Grace United Church to see how they safely conducted their AGM. Keith will recirculate the information he drafted about having our AGM in person with livestreaming options. Brian follow-up with a volunteer for chairing the AGM.

4. Council Vacancies Update:

Community of Care Co-chairs:

A motion was made to accept the nominations of Jerry Jackson and Dodie Covert as Co-Chairs of Community of Care. (effective March 17, 2021) Motion by Adelia Holloway/Seconded by Kerri Graham

Council Co-Chairs and Secretary of Council:

A motion was made to accept the nominations of Barry Zwicker and Fay Gunter as Co-Chairs of Council and to accept the nomination of Bob Watt as secretary for 6 months, which will allow for training of a new secretary of Council. Motion by Adelia Holloway/Seconded by Keith Musselman

Thank you to the rotating chairs for leading our meetings for the past few months. The new cochairs will begin their term on April 2, 2021.

Trustees: Potential new members of Trustees must be nominated and elected at the AGM, for insurance purposes. Until that time, they may act as guests to become familiar with the work of this committee.

Youth Committee:

A motion was made to accept the nomination of Lisa Allen as the new Chair of the Youth Committee. (effective March 17, 2021) Thank you to Kerri Graham for her leadership over the past two years.

5. Transition Team Follow Up:

The Transition Team has been formed and approved by Council and Region 15. The members are Jerry Jackson, Emily Masse, and Teri Giannou. After an appeal to the congregation on March 14, 2021, another volunteer has come forward. A motion was made to accept Shirley MacLeod as a member of the Transition Team. Motion by Adelia Holloway/Seconded by Brian Moors

Helen will communicate this to David Hewitt at Region 15 for approval. The first meeting (ASAP) will be set by David Hewitt. The Regional Reps are Elaine Gray and Susan Chisholm.

Jerry will ask David Hewitt if the Transition Team could make a motion to add a new member after the team is formed.

Council (Helen) will advise those chosen and not chosen for the team.

Council (Helen) will update the congregation about the appointments to the Formal Transition Team by email and the bulletin.

NEW BUSINESS:

1a. Health and Safety Training: Shelly and Katie will be trained in CPR, AED and First Aid. St. John's Ambulance offers a two day course to cover these for \$95.00 and \$87.00 for non-profit organizations.

Keith reported that A&M has funds to support this training.

Keith will look into having Narcan (Naloxone) available in case of an opioid overdose emergency. Brian thought that would be good to have it available at the Food Bank also. There is a nurse there on Thursdays. Brian will follow up on this with the Food Bank Team.

It was suggested that WUC could host this safety course for the community at some point. (post pandemic)

1b. Fire Inspection and Safety:

Jim reported that the Fire Department will be doing a walk-through Fire Drill with Shelley on Thursday, March 24, 2021. (in preparation of our Fire Drill Protocol)

2. Transition Team "in Camera Session" follow up:

Regarding Motions 5 and 6 from the March 2, 2021 Council meeting:

After checking with Region 15, Helen reported the following:

Motion 5: It was clarified that spouses of staff members cannot serve on the Transition Team.

Motion 6: It was clarified that the Chair of Council cannot serve on the Transition Team, as recommendations made by the Transition Team will be brought to council for approval.

Next Meeting: *April 21, 2021 (Co-chairs - Barry Zwicker and Fay Gunter, Secretary – Bob Watt)*

Closing Prayer: Rev. Dale Skinner closed the meeting with prayer.

Adjournment: The meeting was adjourned by Helen at 840pm.