

EMMANUEL UNITED CHURCH COUNCIL MINUTES

WEDNESDAY, SEPTEMBER 16, 2020

7:00 PM BERT PASSMORE HALL

Present: Chair Jack Page, Rev. Roni Beharry, Pam Zygmont, Brenda Cote, Elaine Simmens, Janie Clayton, Merlin Clayton, Bob Pronovost, Judy Pronovost, Bev Carmichael, Doreen Reid.

Guest: Lorne Robertson

Regrets: Robert Whitford.

1. **Welcome:** Chair Jack Page called the meeting to order at 7:06 pm and welcomed everyone.
2. **Devotion:** Judy Pronovost, reading “Life is Not Fair from God at the Corners” by Robert A. Wallace.
3. **Approval of the agenda: Motion #1** by Bob seconded by Janie that we accept the agenda as amended (adding Minister’s Report to list of Committee Reports). **CARRIED**
- A. **Approval of the Minutes of July 23: Motion #2** by Bob and seconded by Bud that we accept the minutes as amended (adding a 0 to the figure noted in iii) Canadian Emergency Business Loan. **CARRIED**

B) Reopening of our church October 4, 2020

Detailed reopening plan as prepared by the ad hoc committee of Council was presented. Included in the plan was the action to have the locks on the three doors re-tumbled in order to regain control of who enters the premises. At this time it has been decided that no outside groups will have access until at least January as we do not have the volunteers or janitorial services.

Motion #3 moved by Merlin and seconded by Bev that the three door locks be re-tumbled and 15 new keys made for approximate cost of \$130 (tax in). Extra keys are \$2.50 each. **CARRIED**
Keys will be given to: three staff (Roni, Sheila and John), two to finance, two to property, one to Bud, and three to Outreach Mission and Service, leaving a few spares.

Motion #4 moved by Merlin and seconded by Bob that the estimated budget of \$215 for beginning supplies, as determined by the ad hoc committee to reopen the church, be approved by council. **CARRIED**

Funds to be taken from Property Committee budget.

Congregants have received a notice from the ad hoc committee setting out the details on the reopening protocols and procedures. Lengthy discussion took place in regards to training of ushers and greeters and as to whether or not words for hymns would be projected on the screen. Volunteers being sought to do practise on September 26. Information is being shared in the weekly Newsflash. Judy will look after obtaining a plastic container to store offering until it can be deposited in the bank and the issue of whether or not lyrics to hymns will be projected was deferred to Worship Committee. Question in regards to AGM being offered via Zoom as well as at the church was asked. Lorne to consider.

C) Finance Committee and Trustee Committee application for the Canadian Emergency Business Loan (CEBA).

The treasurer and finance has spent a considerable amount of time on this matter. Regional Council is looking for additional information prior to considering approval for application, including a repayment plan. There was no plan put forward at the July 23 meeting of council. Currently EUC is running an approximate \$12,000 deficit. The government’s wage subsidy program has enabled EUC to pay staff.

Without that subsidy the deficit would be double that amount. The Trustees have covered the insurance cost of \$5,600 (insurance costs increased by 30 percent). The number of PAR accounts has decreased and M & S givings are less than other years. Total expenses to August 31 are about \$6,000 less than budgeted, thereby putting the revised net deficit for 2020 to \$18,000.

Council was reminded that there are specific guidelines on how the loan money would have to be spent (payroll, insurance, rent (if paying), non de-ferrable expenses). It's unknown whether the Federal Wage Subsidy will continue into 2021.

Council was also told that the loan application requires additional information, specifically how we plan to use the money and a repayment plan for the \$30,000 that would have to be repaid by December 31, 2022.

Jack asked Bob Pronovost to assume the chair position while he addressed council as a Trustee. Reading from the UCC Board of Trustees' Handbook (specifically #39 > responsibility of Trustees), he argued that Trustees would have to approve of applying for the loan and that those funds would be entrusted to them.

A lengthy discussion on a motion made at the September 15, 2020 Finance Committee took place.

The Finance Committee motion is as follows: Moved by Greg Wilcox and seconded by Elaine Simmens, in response to the request from Canadian Shield Regional Council, it is recommended that:

- 1. The loan, if approved, be included in the Legacy Fund to be applied to offset deficits in 2020-2021.**
- 2. \$30,000 from the existing Legacy Fund, Loan etc. Be invested in GICs maturing prior to December 31, 2022.**
- 3. The loan be repaid prior to December 31/22**
- 4. The loan be considered a lien against Trustees reserves until discharged.**
- 5. Committees be required to provide 2021 budget estimates by October 15, 2020, both expenditures and revenues.**

Deadline to apply for the loan is October 31 and it must first be reviewed and approved by the Canadian Shield Grant Team.

At this point, action to apply for the CEBA loan was tabled until later in the meeting.

COMMITTEE REPORTS

Congregational Life and Work – Nothing to report.

Willing Workers – No report

C. Finance:

Much of the report had already be discussed as noted above. To date have experienced a \$20,000 loss of income from fund raisers. Willing Workers recently donated \$1,000. The AVGEN gift card program continues to be a success. Since its inception orders totalling \$32,155 have been placed. In 2019 it raised \$1,699.03 for the general fund and this year to date, rebates have added another \$1,139.15. Tina and Greg Wilcox have been credited for all their work on this endeavour.

Finance is also looking into rebooting fund raising activity with the approval of council, and providing the Health Unit agrees, hopes to organize a Cookie Walk before Christmas. COVID-19 protocols would be required and followed.

"**Motion #5** moved by Bob Pronovost and seconded by Judy Pronovost that committee fundraising groups investigate proposals for fundraising activity and if in conformance with Health Unit and Church guidelines be authorized to proceed. **CARRIED**

Motion #6 moved by Bob Pronovost and seconded by Brenda Cote that motion #1 from the September 15, 2020 Finance Committee meeting be adopted and be used as a basis for completing the CEBA loan application.

(The motion was not voted on, thereby lost).

Committee Reports

Congregational Life and Work – No report

Willing Workers – No report

Finance – (Discussed as noted above) In addition: Finance is requesting that council confirm the amended 2020 budget and the motion to be sent to the AGM with particular emphasis on sustaining Emmanuel within its means and reducing the projected deficit such as that no more than \$10,000 of accessible reserves from the Legacy Fund is required to offset the 2020 deficit.

Treasurer's Report -Church has been running on a deficit each month to a total of \$12,000 as of August 31. The federal wage subsidy has enabled EUC to pay staff.

Total expenses to August 31 are about \$6,000 less than budgeted, thus the revised net deficit for 2020 is \$18,000. The bank balance as of August 31 is \$6,054.29.

Ministry and Personnel- The church secretary has returned to her regular 12-hour work week. Any overtime worked is extra.

Outreach Mission and Service – Mission Givings to date total \$3,958.00, down from last year.

Property -

Reopening information already discussed as noted above.

There is a possibility that Canadian Shield Regional Council will rent space at Emmanuel. The secretary requires office space of 170-280 square feet that is handicap accessible, cost efficient, available parking, internet capability and access to washrooms and kitchen. The room currently being utilized as storage for the food cupboard would meet her needs and Susan Whitehead had looked at the space. The deadline for submitting a proposal to Peter Harman, Executive Minister, Canadian Shield Regional Council is October 15. Carl Crewson, property committee chair, had suggested a rental fee of between \$500-\$600 monthly.

Motion #7 moved by Merlin Clayton and seconded by Janie Clayton that we submit a proposal to rent office space to CSRC at a fee of between \$500 to \$600. **CARRIED**

Trustees' Report -

The Trustees have held two meetings in August with the new oncoming committee members also in attendance.

Property insurance, document security and church inventory were discussed. Further work required. Bill Workman has resigned as a Trustee after 30 plus years. He is spending his winters out west. Noted that his service will be recognized.

Visitation – No report

Worship – No report

Canadian Shield Regional Council – Mission Cluster

A subgroup of the Mission Cluster, Indigenous Solidarity Team, has planned a three part webinar series called 'Wet'suwet' Witness that will be held October 14, 21 and 28 at 7 p.m. The one hour episodes are focused on making justice connections with Northern Ontario, Indigenous land rights, Indigenous

women, and Racism and Environment. The series, funded by the United Church of Canada, features speakers with known experience from the Indigenous communities and local speakers connecting Northern Ontario. Poster was included in the report.

Right Relations – September 30 is Orange Shirt Day. Wearing an orange shirt can promote discussion, helping everyone remember the devastating impacts of residential schools and the courageous testimony of survivors offered through the Truth and Reconciliation Commission. It is an opportunity to remind Canadians of the need to continue to work towards fulfilling the Commission’s 94 Calls to Action.

Canadian Shield Regional Council Property Resource Team -

Current issues that will be discussed at the September 17 team meeting are:

- 1) Recent upgrading and loan applications with a guest from Porcupine United Church.
- 2) Updates on St Andrew’s United Church North Bay
- 3) Updates on Chalmer’s United Church South River
- 4) Review of draft report for the AGM for the Region.

Emmanuel Village – AGM will be held October 7.

Minister’s Report -

Thankfulness and gratitude for all the effort and support of the various committees and congregation members were expressed by Rev. Roni in her report to council. She acknowledged the loss of several deaths in the EUC family and remembered a member of the congregation who is grieving the death of his daughter and her family.

She stated she looks forward to the reopening of the church.

Roni also thanked partner churches for summer online workshop.

Motion #8 moved by Bob and seconded by Bud that we accept all committee reports.

CARRIED

New Business -

AGM – housekeeping issues. The meeting will be held in the sanctuary following a brief service on October 4.

Closing prayer: Rev. Roni

Next meeting: Thursday, November 19

Meeting adjourned at 10:40 p.m.

Council Chair

Secretary