

**St Andrew's River Heights United Church**  
**255 Oak Street**  
**Council Meeting MINUTES September 15, 2020**  
**Zoom meeting: 7:00 pm**

**Present:** Anne Grewar, Rob Siddel, Karen Lumley, Lisa Richards, Glenn Neufeld, Sarah Cory, Noreen Mian, Bill Craddock, Michael Duncan.

Meeting called to order at 7:04 pm

**Council Meeting:**

**Administration**

1. Call to Order (time): Greetings/Vision Statement
2. Devotion – Anne
3. Motion to approve the agenda. Moved by Glen. Seconded by Michael. All in Favour. Carried.
4. Motion to approve of Minutes from June 16, 2020. Moved by Lisa. Seconded by Michael. All in favour. Carried.

**Items for Discussion/Update:**

1. Re-opening plan (Special Council Meeting – September 8, 2020) – Glenn
  - a. The recommendation to proceed with reopening St. Andrew's for in person church services starting for Sept 20 was approved.
  - b. Eblast communication to membership, announcement during online service on Sunday.
  - c. Ushers and greeters have been recruited. Will meet early on Sunday to review protocols.
  - d. Masks required, seating has been identified, signage in place, sanitizing station.
  - e. Cogregation will enter the building through the Kingsway door and those who need the elevator can use the Oak Street door.
  - f. Working with Jeff on sanitizing procedures. Atomozing spray on pew surfaces and other high tough areas.
  - g. Sunday school is starting on Sept 20. Children <4 will be in lounge. Downstairs will have > 5. Grade 4 and up will be asked to mask. Supplies specific to each child and stored in a plastic bag. Children will be ushered in and out of sanctuary.
  - h. Activities sent out for those who do not want to attend with children.
2. Strategic Priorities updates:
  - Communicating updates to the membership

- Communications regarding re-opening has been sent to membership a few times.
  - Explore Amalgamation joint partnering committee with Westworth
    - The joint partnering committee with Westworth had a preliminary meeting in June. Two committee members from each church have met with leadership from St. Charles Headingley to discuss learnings from their amalgamation process.
3. Karen's report—Request for celebration of life
- a. A funeral service has been requested for the service in October. Daycare is ok with a reception as long as we sanitize afterwards. Request for a cater and permission is required.
  - b. Discussion. Serving food is not recommended, everything has to be pre-packaged. Social distancing will be observed.
  - c. Suggestion to draw up guidelines and have families agree to it prior to hosting.
  - d. Motion to approve funeral services/reception in accordance with agreed upon protocols. Moved by Bill. Seconded by Sarah. All in favour. Carried.

**Items for Decision:**

1. Meetings in the church – Karen
  - a. Cleaning has been sorted out by the re-opening committee.
  - b. Some of the groups would like to resume meetings. Do they need to wear masks if they are six feet apart and what washrooms do they use?
  - c. Cannot enter the daycare area during the day.
  - d. It can be a group decision regarding whether they would like to wear masks. If they are socially distance, there is no need. However, if someone start coughing, the virus can become airborne. Consider the average age of the group and the risk.
  - e. Need to create guidelines for group meetings
  - f. Glen has offered to create a sub-group of opening committee will be tasked with creating guidelines.
  - g. Note to consider accessibility for those who are hard of hearing
  - h. Face covering vs. masks.
2. Remit for Regional meeting (email from Rita)
  - a. Move Noreen. Seconded by Glen. All in Favour. Carried.
3. Treasure's Report - Bill
  - a. Revenue and expenses have dropped with the exception of salaries.
  - b. CEWS program has helped with salaries. Received \$38,000 which makes up seventy percent of payroll.

- c. Received \$7000 for the extended application. The requirements are a reduction of 30 percent for a specified base period which we designated as Jan/Feb.
  - d. Member givings are down. Budget number down 11k from previous year
  - e. Jan 1 budgeting 20k less due to donors who have passed away
  - f. At our June meeting we voted that we would make 4k available for outreach. We have no spent any of this money and made no efforts to do so. Suggestion to reach out to 1JustCity and other groups. Karen will reach out to these groups to see what is needed.
  - g. Deficit of 15k, budget 54k for a due to CEWS program.
  - h. Are we continuing to full mission and service? Yes.
  - i. Motion to accept the treasurers report as presented. Moved by Bill. Seconded by Michael. All in favour. Carried.
4. Live Stream options (see proposal)
- a. Was reviewed by the worship committee. Request for a budget from council.
  - b. Discussion about live streaming vs. pre-recorded services.
  - c. Charlotte and Michael will be responsible for editing and have their own equipment. They will submit their time separately.
  - d. Pandemic related expenses will show as a special expense under P/A.

**Other Business:**

1. We received notice from the region council that that St. Andrew's updated covenant has been approved. Name and photo of pastoral change will be sent to the council so that we can be recognized during their zoom worship service on Oct 7.
2. The Oak Street door is equipped with a buzzer and will remain locked. We should remove the sign that states we're closed. Suggestion to install a camera at the door. Charlotte is researching.
3. Next meeting is Tuesday, October 20.

Motion to adjourn at 8:20 pm. Moved by Rob. Seconded by Michael. All in favour.