

**Fish Creek United Church - Council Minutes  
February 8, 2022 – Zoom**

**Present:** John Palmer (Chair) Jocelyn Gelinias, Rev. Hillary van Spronsen, Pastor Cindy Christie-Brooks, Merle Ann May, Donna Betts, Richard Betts, Pamela Scott, Jim Adamson, Rhonda Blakney, Jan van Egteren, Shelley Spence, Cathy Herr

**Regrets:** Esther Hudson, Heather Campbell, Barb Reid

**Quorum present.**

**1.0 Prayer / Devotional**

John Palmer called the meeting to order and Jocelyn Gelinias offered a prayer for the gathering.

**2.0 Approval of Agenda**

The Agenda, as presented, was approved by consensus.

**3.0 Approval of Minutes**

Moved by Rhonda Blakney, seconded by Jocelyn Gelinias that the minutes of the January 16, 2022 Congregational Meeting be approved for presentation at the next Congregational meeting.

**Carried**

Moved by Shelley Spence, seconded by Jocelyn Gelinias that the minutes of the January 18, 2022 Council Meeting be approved.

Jan van Egteren requested that an amendment be made to the Budget Review section of the Stewardship and Finance Update. He asked that “The process of combining the insurance for both SA and DP has begun and **will** result in decreased costs” be changed to “**may** result in decreased costs”.

Shelley and Jocelyn agreed to this friendly amendment.

**Carried.**

**4.0 Working Together**

**Holy Manners/Consensus Building**

John read out Holy Manners and reviewed the consensus building process.

## **Council Transitions**

### **Voting**

#### **Chinook Winds Regional Reps**

Jan van Egteren moved and Jim Adamson seconded that all Chinook Winds Regional Representatives have a vote on Council.

It was noted that Merle Ann May would be voting in her role as Chair of the Management Group for Saint Andrew's Regional Ministries. It was deemed that this would not give the role an unfair advantage on Council.

### **Carried**

It was noted that the Congregation will need to be updated at the next Congregational meeting, as the slides presented at the January 16 meeting indicated that only one Representative would be able to vote at Council meetings.

It was clarified that M & P and the Trustees would only have one vote on Council.

### **Email Voting**

John noted that the process for e-mail voting is very clear in The Manual and proposed we follow those guidelines.

### **Minutes**

It was decided by consensus that members of Council will receive draft and final copies of the minutes. Once approved by Council, minutes will be posted on the website and a link to those minutes will be included in the Newsletter. We do have the option of approving minutes in an e-mail vote, prior to the next Council meeting.

### **Council Contact Lists**

John noted that Barb Reid will send an e-mail requesting contact information for all Council members for internal purposes only. As an aside, it was noted that our last Directory was issued in 2017 and it may be a good time to have a new one done.

### **Meeting Devotion Schedule**

John e-mailed a Devotion schedule and requested that Council members trade months with someone else if they are unable to attend the meeting they are assigned to.

### **Team Building / Retreat Event**

It was decided that any Team Building Event should be in person and at least a half day. Jim Adamson volunteered to assist John in planning that event. John will poll Council members on when to schedule the session.

### **Terms of Reference for Committees**

John reminded Council members that they need to be working on Terms of Reference for their Committees and positions on those committees.

## **5.0 Correspondence – Archiving of Records**

**Tabled.** Good feedback was received in response to the e-mail vote and Emma liked the idea of digitizing the Registers. She has begun work on that. The e-mail vote was dropped due to the concerns raised. A motion for the archiving of records will be brought forward for approval at future council meetings as needed.

## **6.0 Ministers' Reports**

Rev. Hillary and Pastor Cindy submitted written reports prior to the meeting. **Attached.** Pam asked Hillary how many people attended the Worship Service on Sunday, February 6 in person. Hillary recalled there were sixteen worshippers and seven leaders.

## **7.0 Stewardship and Finance Update**

### **Financial Reports**

Jan submitted a written report. **Attached.**  
Approval of the monthly financial reports Tabled to the next meeting. We will have year-end financials for both congregations at that time, as well as aggregate financials for the month of January that will be prepared by our bookkeeper Courtney.  
Jennifer Aldous suggested a Lenten Stewardship campaign. Jan would like a couple of Council Members and a couple of individuals from the congregation to serve on the Stewardship Committee.

### **Signing Authority**

There is no action to be taken until the CRA has registered our new name and we are able to open a new bank account or change the name on one of our existing accounts at RBC or CIBC. It would be nice to have a church credit card(s) – it needs to be backed by a GIC.  
Jan is working on setting up as much online banking as possible.

## 8.0 Trustees Update

Rev. Hillary submitted a written report. **Attached.**

Pamela reported that the Trustees are very satisfied with the returns from the Fiera investment. It has a very low fee structure and we saw a 16.8% return.

## 9.0 M & P Update

Donna Betts submitted a written report. **Attached.**

Donna noted that Louise will be on vacation from February 15<sup>th</sup> to March 7<sup>th</sup>. Rev. Hillary will be away for two weeks in February.

### Canada Summer Jobs Application

Donna reported that the application has been submitted for the Camp Caravan and Summer Play programs.

### Lay Supervisory Team for Pastor Cindy Christie-Brooks Update

Pastor Cindy clarified that her LST is separate from M & P. M & P supports and coordinates her employment, while her Lay Supervisory Team works and learns with her in her role as student. Both Jim and Shelley spoke to their involvement on the team and noted that they, along with Cindy, have learning goals.

Cindy suggested that reporting from the team should have its own place on the Agenda.

## 10.0 Property / Facilities Update

Jim submitted a written report. **Attached.**

Jim responded to a question from John Palmer as to whether transition expenses should be covered by the Sustainability Fund. Jim noted that to date we have been dealing with these expenses on an ad hoc basis. Jan suggested we move ahead with signage changes and we'll figure out where the money should come from.

Temporary stick-on signage is being planned for the Saint Andrew's Centre.

Cindy raised a security concern for Emma – while there is an audible alert when someone enters the church there is no way to see who has come in until they are closer to the office. Cindy asked Jim to look into a simple camera system.

### Re-Branding

Shelley Spence submitted a written report. **Attached.**

Re-branding – We need to determine which signs need a logo – Spencer will be working on this as a part of the website design. Merle Ann noted that we should have the Affirming Logo on our signage.

Jennifer has set up new social media accounts and needs some direction on timing for shutting down old sites. She is currently posting on all three sites (Deer Park, St. Andrew's and Fish Creek). As there is no history stored, she could simply do a final post on the two sites, directing people to follow on the new Fish Creek United site.

We will not shutdown any of the websites or the YouTube channel until we've figured out how to migrate our historical content.

Jim is working on a list of external contacts and those we have cooperative relationships with so that we may send them a letter providing them with new contact information.

Jan noted that new e-mail accounts are tied in with the work that Spencer is doing. We have already reserved our name in a variety of formats for our website and gmail accounts.

### **11.0 Worship Update**

Cathy submitted a written report. **Attached.**

### **12.0 Children, Youth and Young Adult Update**

Merle Ann noted that the Children and Youth Committee has met.

Jim noted that he has been contacted by Simon, the former Youth Worker at Deer Park, who told him that the kids who participated in the evening drop-in program have been e-mailing him wondering when it would return. It was noted that youth from both congregations have been welcome to attend the more structured program that Brenda McKellar runs. It was suggested that it might be useful for the committee to conduct an evaluation of the drop-in program.

### **13.0 Chinook Winds Region Update**

Nothing to report and no questions asked.

### **14.0 Social Justice / Affirming / Outreach Update**

Cindy and Hillary have reached out to Esther and have encouraged her to contact Jennifer Aldous for assistance in recruiting additional committee members.

### **15.0 SAUC Regional Ministries Update**

Merle Ann submitted a written report. **Attached**  
**Approval of 2022 Committee Members**

Merle Ann presented a written report listing the committee members and noted that there have been two additions, Allan Wong and Kelly Webber. **Attached.**

Merle Ann May moved and Pamela Scott seconded that the list of committee members along with the two additions noted be approved.

**Carried**

### **Approval of 2022 Financial Plan**

Merle Ann presented a written Financial Plan. **Attached.** She also noted that the Fiera Account had \$2,441,850.00 in it at December 31, 2021 and there is approximately \$45,000.00 in the Regional Ministries bank account (the statements have not been completed to December 31, 2021).

Merle Ann May moved and Richard Betts seconded that the Financial Plan presented by the Saint Andrew's Regional Council Management Team be accepted.

**Carried**

### **Approval of Updated Terms of Reference**

Merle Ann submitted an updated Terms of Reference document. **Attached.** She noted that the Terms of Reference have to satisfy the Chinook Winds Region. Richard noted that no surplus property is coming out of the amalgamation. The terms move the Saint Andrew's Regional Ministries to Fish Creek United Church. Wording has been added to the Terms of Reference to clearly state that Fish Creek United Church is not obligated to continue the funding of the Regional Ministries programs after the Regional Ministries Funds have been depleted and to require the Regional Ministries Management Committee to prepare a Transition Plan for council approval in a timely manner before the funds are fully depleted.

In response to a question from Jan, Merle Anne noted that the first paragraph in Section H was added, the second paragraph is not new. In section C Fish Creek replaced St. Andrew's. As well, the requirement that the Chair of Council be on the Management Committee was removed.

Cindy noted that the dream for Regional Ministries is that the ministries that they fund will be supported financially by ours and other communities of faith in the future.

Merle Ann May moved and Pamela Scott seconded that the Terms of Reference be accepted as circulated.

**Carried**

### **Approval of Updated Management Principles**

Merle Ann submitted an updated Regional Ministry Fund Management Principles document. **Attached.**

John noted the use of the word "transition" in the document rather than "wind down". There is an intent to change the name to Regional Ministries Initiative, although that is still under discussion.

The program is supporting, not in competition with other ministries.

Merle Ann May moved and Shelley Spence seconded that the Management Principles be accepted as circulated.

**Carried**

#### **16.0 Fellowship / Congregational Life Update**

John Palmer submitted a written report. **Attached.**

#### **17.0 Other Transition Activities**

##### **Faith, Vision and Mission Statements and Call to Action Follow-up**

We require final approval for from the Congregation. Discussion tabled.

##### **Celebrating our Histories**

Tabled

#### **18.0 Re-Opening Committee**

We have re-opened under our Stage 1 mandate with some amendments. The number of musicians has been changed to five on the chancel, a combination of singers and instrumentalists. As well, we have an adequate supply of non-surgical masks so have requested that those worshipping in person wear that type of mask or better. Given the recent change in Provincial mandates the committee might need to schedule another meeting soon.

#### **19.0 Other Business**

Jan reiterated his e-mail request to streamline the submission of reports. It was suggested that we might send them to Jennifer and she could distribute them in a single e-mail. Donna Betts noted that M & P often meets the day before Council so it would be impossible to get a report out early.

#### **20.0 Beefs and Bouquets**

Donna said kudos to us for getting our reports submitted and attending the meeting.

The meeting was adjourned at 9:17 pm

**Upcoming Meeting – Tuesday, March 8, 2022 at 7:00 pm**