

*Humbercrest United Church*  
**Minutes of Church Council Meeting**  
November 23rd 2021  
Via Video Conference  
(commenced 7:00 pm.)

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Attendance: Fern Steggles, Dianna Seth, Marg Garrie, Aileen McGregor,  
Linda Steggles, Charlie Evans, , Brian Packham, Rev. Mary Jo Patterson,  
Dorothy Lothian, Howard Gaskin  
Invited Guest: Sven Steindorff (Ad Hoc Committee)- Regrets

### **Gathering, Land Acknowledgement, Welcome**

1. Welcome by Linda

Prayer : Howard

2. *Administrative Ministry of the Church*

Approval of Minutes of the October 26<sup>th</sup> Council meeting.

**Motion: Brian/Rev Mary Jo** **CARRIED**  
That council approve the minutes of the October 26th 2021 meeting.

Approval of the Agenda

**Motion: Dianna/Aileen** **CARRIED**  
That council approved the agenda for the November 23rd 2021 meeting.

### **Chair Report – Linda**

A number of things I have pondered this month: -affirming language - rather than the “Men’s Choir Rm., the Downstairs or West Choir Rm., the “Green Rm. rather than the Bridal Rm or the Women’s Choir Rm.?” -can we think these names through as part of our Affirming work? -washrooms are lettered now -the dedication of the Zoom Worship hosts, Marlene, Howard and Brian over this past year and a half -the challenges and work related to getting in-person worship services happening (Aileen, Sharon) along with live-streaming and a Zoom option (Brian, Marlene, Howard, Mel, Andrew H., Robert P. And Roland D.) -consideration of going mostly paperless for services TBD -would require another device with PPT or Keynote -keep us in mind if you hear of someone replacing their device -our new lap top will be used for the live-streaming -the challenges of staffing the Office temporarily, and yet keeping all the work going in a time of increasing demands -thanks to Charlie for PowerChurch entries; Christine S. for doing a part time

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job on top of her full-time one; Aileen for her close communication with Sam of S-6, Rentals for touring and working together and with me. -determined that we'll review our meeting's decisions using the Inclusivity Check list

**Correspondence** Request to be removed from the membership roll.

### **Follow-up / New Business**

#### **1. Transition team report Dorothy**

Workshop Debrief: Attendance 31 out of 37 acceptances showed up.

Here are Lydia's comments after reading the evaluations: It was gratifying to read the overwhelmingly enthusiastic responses, but that usually happens with a workshop. Here are the most frequently repeated points, both good and bad:

- EVERYONE raved about the lunch! One person said it was one of the reasons she came. So our hard work in that regard really paid off. Did we get enough in donations to cover the costs?
- "The topic" was one of the most often cited reasons for coming, which tells me a lot. There were comments about new hope, a feeling of optimism that had been lacking.
- Several people thought a half-day event would have suited them better, but it was interesting that quite a number also chose "date and time of workshop" as one of the three factors in their decision to attend.
- Nearly everyone commented on the poor sound system, and having a hard time hearing. They were generous, accepting that this was due in large part to the distancing from the front, being masked, and speakers being untrained in the use of mics (speaking too quickly, dropping their voice, etc.) But in speaking with individuals during the breaks this came up too, over and over, that an update of the sound system would be one of the priorities the church should consider in its planning. If people can't hear, there's little point in their coming to church.

Lunch: we collected \$210 in our offering box and spent only \$145, thanks to generous donations from several members of the team. We decided to use the \$65 remainder to buy 2 copies of "Fishing Tips" to share with the congregation. Colin will follow up on this. E-books are available on line for \$8.

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What worked: small groups; the imaginary lines grouping was effective especially when all of us lined up together; flowed well; people spoke up.

What didn't work well: several things out of our control such as masks and distancing; sound system; could have incorporated more music

Lasting impact: Fern's prayer that it wouldn't just die; understanding of the myth of scarcity.

Review of the Team:

Some questions to ask are the following:

- How are we doing as a team?
- How satisfied is each of us with the work we are doing?

On a line of 1 to 10, we are all 9 close to 10; we are not done.

- Are we on track in our relationship with the community of faith? (i.e. the congregation of Humbercrest UC)
- What have we learned that we can use to make the next steps work better?
- Is our energy holding up, or should we step back to renew it?

We have good momentum.

We reviewed these questions in more detail and Dorothy will write a report to the Region. Lydia has already submitted hers and been thanked for it.

Meeting with the Ad Hoc Group:

We listened to the Ad Hoc Group as they shared concrete solutions to consider for our future. We are planning to involve interested members of the congregation in more Chat Circles to discuss these possibilities even further, early in the New Year. Members of both our groups will be meeting with Diane Matheson, the UC advisor in shared ministries, in December.

Chat Groups:

One group has disbanded and two of its members has joined another group. The others are doing well.

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**3. Motion : Dianna/Marg**

**CARRIED**

That Peter and Carole Griffin be removed from the membership roll of HUC as requested, with regret.

**3.. Motion : Aileen/Fern**

**CARRIED**

To approve a Christmas bonus of \$100 be provided to each of our Ministers, our employees, David, Besnik and Meredith and our regular contract workers, Mel and Sam, as is our usual practice.

**4.. Motion Aileen/Dorothy**

**CARRIED**

To approve a \$50 honorarium to Bryden Pitt, for putting out the recycling and garbage for the second year in a row.

**5. Motion: Rev Mary Jo/Brian**

**CARRIED**

To approve a Christmas Outreach Plan

Rev Mary Jo discussed the possibility of having an Indigenous Group as our outreach plan this year. She suggested “Nameres” It was agreed that there needs to be a note in the Beacon to encourage the congregation to donate to Nameres.

**Stewardship of our Resources Charlie**

**Motion : Charlie/Dianna**

**CARRIED**

That the financial reports and cheque register for the month of October be approved as previously circulated.

**Our Shared Ministries**

**Community Team Fern**

Care and Welcoming -will meet early December to discuss visitation. Decisions will be made re to send Christmas cards or deliver a poinsettia. The visitation list will be updated. Greeters are being changed from Zoom to in-person. Persons who receive the printed Order of Service will be informed of the change. A hard copy of the previous week's Beacon will be available in the Narthex.

A list of drivers to bring Nancy Hardy to church is being compiled.

Congregational Life -A budget for 2022 has been submitted. Tea Time will begin again when public health regulations allow substantially more than 25 at an indoor gathering.

Quilters - Jenny Davis has made some sales and has given all the Quilters' money to the church. She is holding other goods in case we have a May Sale.

### **Devotions Team Brian**

Brian mentioned that Zoom would continue as well as the In church worship.

The live-streaming trial last night went well.

The Affirm documentation was submitted. We are waiting to hear if we will have met the requirements.

A banner which states "Hate has no Room Here"has been installed at the church

It will be necessary to replace the Pride flag outside the church soon. It needs to be bad weather resistant.

### **Facilities Team Linda**

Buildings and Grounds -Sound system - greater volume has created an increase in reverberation owing to our acoustics - everything works, including both input terminals at the Pulpit -a wire had been cut, twice -maybe when the handrail was put in and when the carpet was put in? -someone had tried to splice one cut and other was taped to no avail - two input terminals at the back wall now feed only for live-streaming, not to the room Heating System - Pump 2 has been isolated and removed, will be repaired (same issue as per pump 3). So the centre thermostat is OFF (Hallway outside minister's office.). Don't adjust it or any other setting without talking to me or a B and G member please. New rug at main sanctuary doors - no carpet to impede opening the doors now, thanks to Marg, Keith and David G. This'll give confidence to Openers. Sam of S-6 is pricing steam cleaning the sanctuary rugs. If possible to do, i.e. time to dry, we'll have them done. Seal of refrigerator door in East kitchen repaired. Electrical box by the organ was repaired following the "hot" TT workshop. Graham G. Figured out which breaker had been tripped. Thanks to Dianna, Marg, Fred, David G. Who, along with me, each took a turn to cover Besnik's evening duties while he was on a family vacation earlier this month. An update of the office door lock indicates that a locksmith will attempt to weld the pieces together. If this doesn't work a completely new mechanism will be installed at a cost of \$2500. A new fan has been installed in washroom G on the east landing.

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Resources

## **Rental Committee Report Marg**

Our one- off rentals

A Memorial Recital for two RCM teacher

Toronto Kidz PD Day ( three more booked for 2022)

Nov. 27 th - a three hour master class recital in the sanctuary for students preparing for their piano exams.

Nov.29th A two hour student recording for audition to the Glen Gould School.

Rainbow Songs on the lawn has finished for this year.

Last Sunday TMH started a youth group in the afternoon for 1 3/4 hours. A separate fee will be charged. They are hoping to start a Wednesday evening group at a later date.

Both would be a small group of about eight for bible study.

In Dec. There is a film crew luncheon booked for two days 6 am - 9 pm and 6 am to 5 pm.

Some items we are following for the future:

A Pentecostal Church is interested in Sunday afternoon services in the East hall.

La Petite Ecole is looking for a three month temporary home while they renovate their current location. This is French immersion for preschoolers one group in the morning and a second group in the afternoon

## **Pandemic Response Team Aileen and Linda**

In-person worship services begin on November 28, 2021. The PRT continues to work closely with everyone involved in bringing in-person worship back to Humbercrest.

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A few of the new normals are: Congregants are asked to pre-register by contacting the office by phone or email by noon the Wednesday prior, this allows us to have a contact tracing list. On arrival the Greeter will ask each person COVID screening questions. We will sit distanced in pews, identified with a cushion, and masks are to be worn at all times while indoors. No choir singing just yet or singing in the pews but Mel and the section leads (masked and distanced) will provide our music. Fellowship after the service will be outdoors on the lawn, weather permitting.

Let's all do our part by keeping apart to stay safe and healthy.

**Trustees Howard**

No report

**Ministry and Personnel Aileen**

It is a pleasure for me to announce the recruitment of Christine Swearing, for the role of temporary Communications Lead. She will assist us remotely with part of the office administrator role during David's absence.

Christine will bill us by the hour, up to 15 hours/week at a rate of \$20.50/hour (in deference to her skills and experience). Christine understands that this is a 1 to 4 month temp position. We would give at least 1 week notice when her services would no longer be required. Likewise, she may give HUC the same notice if she chooses not to continue or is unable to. This could end in a month or could last until the end of February 2022.

**Job Descriptions for Temporary Office Administrator's role**

**1. Remote Communications Lead**

-communications responsibilities Monday evenings to Fridays (directing inquiries and requests to the appropriate minister, volunteer or committee, such as Rentals, answering and following up on phone calls (from audio files)

-communicate as needed with renters and user groups, forward Interac transfer notifications to the Treasurer

-record bookings in Schedule It

-create and send out the congregational newsletter via Mail Chimp Fridays  
"Beacon of Hope"

-create contracts\*

-clear communication with the accounting/printing person, who will be on-site Wednesdays\*

-\*likewise, clear communication is expected to be reciprocal between the off-site and on-site person, who will support users with whom we already have a relationship (Stagecoach for example.). This position may also create contracts and note bookings as needed.

## 2. On-Site Accounting/Printing position

-8 hour fixed position at the rate of \$20.50/hour, Wednesdays owing to our schedule (the ministers get their orders of service in on Tuesdays). (7 hours plus two 15 min. breaks and 30 min. lunch)

-print off invoices/bills, prepare cheques, file and mail; enter this in PowerChurch

-pay staff not on ADP (Mel, Meredith, Sam, Besnik, section leads)

-prepare invoices/receipts using Totals (this can only be done on-site as it is a program on the office computer)

-print contracts prepared by the remote communications lead, track payments, refund security deposits etc

-ensure that all on-site requirements are ready for renters (LCD Projector etc)

-sustain communication and relationships with our regular user and community groups, create contracts for them as needed; answer phones when on-site and other on-site related matters (keeping the registers up to date etc)

-print copies of the Beacon of Hope, Orders of Services, attendee lists when we go back in-person and any special printing requests (Stewardship letter would be an example)

The on-site Accounting/Printing position will be posted on free sites such as “Indeed” maybe “Adecco”, “Ziprecruiter”. Linda is currently fulfilling the in person role on Wednesdays, it has been useful to have consistency and someone to answer questions while Christine gets acclimatized. We are

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extremely grateful to Linda for covering all office duties since September and hope that having Christine on board will help lighten the load.

### **M and P In Camera 15 Minutes**

### **Minister's Report and A Time of Reflection and Discernment Rev. Mary Jo**

“It's Coming Along”

This picture was taken today, a cold November day. Gary is cutting the rafters so that when Mike is able to come they can get busy putting the roof up. Apparently, the roof will be up by the end of next week, and the doors are waiting for delivery. I asked Gary if the doors could be put in now and he said “Not until the roof is built, we don't want any lumber going through the doors”! Good point! Sometimes things must be done in steps, but the waiting can be anxiety producing.

It seems like it is taking a long time for this part of the studio to be done, and that is because Mike the Builder works with Gary in his off hours. So we wait. Sometimes we need to wait for the right helpers to come along.

The church has wonderful helpers who like Mike work on projects in their off hours. This means that the direction of the church's future takes time for us all to discern what the next part of the project will be. Those of us who participated in the workshop hosted by the Transition Team, were privileged to learn new things about ourselves, each other and the great possibilities for Humbercrest. I have also been working with the Ad Hoc group who are doing good work behind the scenes so that they can offer their findings to the congregation in the new year. Everything takes time and energy on many people's part. Sometimes things must be done in steps, but the waiting can be anxiety producing. The ‘doors’ may be waiting for insertion but we can't put them in just yet. We must wait for some more construction to take place.

Thanking all the ‘builders’ at Humbercrest

### **Budget Meeting**

It was agreed that we would hold the budget meeting on January 11<sup>th</sup> 2022 at 7pm

## **Closing Remarks/Adjournment**

The next meeting of Council will be held on January 25<sup>th</sup> 2022 at 7 pm  
**Meeting adjourned at 9.10 pm**

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L. Steggles – *Council Chair*

D Seth – *Secretary*