

## **Minutes**

St. Andrew`s Christian Church Board

November 18, 2021 at 7:00 p.m. – online – Rockland, Ontario

**Urgent meeting** for NHSP Grant Application

**Welcome** and opening of meeting.

**Chair:** Bill

**Secretary:** Jacquie

**In Attendance:** Jane, Jacquie, Brian, Rudy, Barb, John, Hazel, Colette, Ray, Bill

**Regrets:** Marie, Nancy, Ron, Sue

**Trustee Rep:** Rudy

**Visitors:** none

**Motion:** To grant visitors to this meeting correspondent status:

**Mover: Jacquie    Seconder: Hazel    Carried.**

1. Meeting **called to order** at 7:12 p.m. **Opening prayer:** Brian
2. Adoption of **single-focus Agenda:** looking at a grant application New Horizons for Seniors Program (NHSP) which could be up to \$25 thousand. Grant is opening on November 23 and must be submitted before December 21. Preamble to this process provided by Jane and Ray. The grant is meant to enhance the building, to purchase items, to show how the improvements will be beneficial to our seniors, and indicate the numbers that will benefit. Part of the application asks for the number of people on each sub-committee to select items and help make the decisions.
3. Some items were discussed separately, but they have been organized into general categories:

STRUCTURAL - replacement of the front doors and repairs to the inside entranceway – this has been investigated before, and between

inflation and the supply chain shortages, could end up costing about \$20K. It has been noted that the Sanctuary roof has been leaking, resulting in ceiling damage and mould build-up. This is probably connected to inadequate flashing, ice-build-up, or other problems with the steel roofing adjacent to the tower over the front entrance way. This part of the problem will be looked at by Brian and Rudy and may involve getting a quote from a professional steel-roofing contact. It should not be considered at this time for the grant. Adequate air purification and ventilation has been improved upon through a set of fans set up at the outside back sanctuary door. However, more can be done, and should be done, as the virus continues to spread through the air. **Bill will work on a system of box fans and special filters (as demonstrated on Marketplace for another church), to help alleviate the risk of infection.** A dehumidifier system in the basement might prove helpful as well. Removing one or two of the centre long pews would allow better seating space for those in wheelchairs or walkers. Moving some of chairs (with arms) into that space would make it easier for people with mobility issues to feel secure both sitting and standing. Ray pointed out that wheelchair/walker/handicapped access would (and should) be facilitated by installation of a proper automatic/button-push system at the Pangborn Hall doors. He will investigate separate accessibility programs that might help us pay for this adaptation.

AUDIO/VISUAL - a new sound system has already been installed. However, adding an assisted listening system, whether using headsets or FM loops to adapt to hearing aids, or a Bluetooth adaptation, should be considered, and would be especially useful for guest lectures presented to our community seniors. **Brian will look into both these items** (assisted listening devices and a laptop). A second laptop for the Social Club would be very useful. The suggestion was made to build a raised enclosed sound booth at the back of the church, but a temporary workable accommodation has been set up.

KITCHEN - an additional upright freezer would contribute to the health and safety aspect of providing take-home meals for seniors,

particularly those prepared in bulk, such as meat or turkey pies. It would likely cost about \$1000. Another mobile kitchen island would be very useful for preparing bulk quantities of food and freezer meals. Commercial Chafing dishes to keep food at safe temperatures would be helpful when we have Church Dinners and Social Club luncheons. Pots, pans and frypans – enough have been purchased – delete this item. Kitchen renewal – add a commercial dishwasher – for sanitation reasons, but difficult to set up until the cupboards have been reassigned, etc. Installation of new kitchen cupboards and cabinets. Complete or partial kitchen renovation. This renovation (including the dishwasher and its installation) would likely be cost-prohibitive, and should be put off until 2022, when we can consider doing a planned reno, one affordable step at a time. The freezer and chafing dishes can be put into use right away. **Barb will investigate freezer options and an additional mobile center island for the kitchen, and Jacquie will look into chafing dish costs and styles.**

STORAGE and GROUNDS- replace the existing dilapidated shed with a sea container, adding shelving to it for efficient storage, and maybe a ramp leading directly up to the deck for ease of transfer of items. **Ron and Jane have some experience with these containers, and will spearhead an investigation into acquiring and setting up one in our back yard.** A rolling sturdy ladder would be useful for our storage areas. What's in storage should be purged, if it is no longer being used. Better use could be made of the back staircase behind the sanctuary. A new lawn tractor, which we purchased last year, cannot be claimed through this program. **Ray will look into a sturdy, mobile coat rack to replace the ones we have now.**

INCIDENTALS – board games and a bingo set for the Social Group. These can be purchased as contingency items.

**Motion:** To adopt Agenda (with amendments). Moved by Jacquie, seconded by Ray.

Discussion.

Decisions taken re priorities – Jane has asked that the **bolded items above** (those with names attached and agreed upon as grant-eligible) be researched, prices found or estimates acquired, preferably by Tuesday, Nov. 23, but at the latest by Thursday, Nov. 25. The Chair thanked Ray and Jane for all the hard work, time and effort put into previous grant applications and preparing for this one.

Carried.

4. **Minutes of previous Board meeting** (November 6, 2021) were sent out electronically.

**Motion:** to approve the minutes of the November 6, 2021 Board meeting. Moved by Jacquie, seconded by Ray. Carried.

5. **Next meeting** scheduled for December 6<sup>th</sup> at 7:00 pm.

6. **Closing Prayer:** Barb

7. **Adjournment:** 9p.m. Moved by Ray.