

St. Andrew`s Christian Church Board Meeting

May 12, 2022, at 7:00 p.m. – Google Meet – Rockland, Ontario

This meeting will be recorded and when finished deleted.

Welcome and opening of meeting:

Chair: Bill

Secretary: Marie

Expected Attendance: Jane, Jacquie, Brian, Rudy, Barb, Hazel, Sue, Ray, Bill, John

Regrets: Colette and Nancy.

Trustee Rep: Hazel

1. Meeting called to order at 7:02p.m. Opening prayer Brian.
2. Adoption of Agenda:

Motion: To adopt Agenda (with amendments if any) Moved by Ray.
seconded by Rudy. Carried.

3. **Minutes of previous Board meetings** March 31st sent out electronically. Errors or omissions:

Motion: to approve the minutes of the March 31, 2022 Board meeting. Moved by Marie, seconded by Jane. Carried.

4. **Business Arising:**

- a. Update on NHSP projects. Bill and Jacquie were in on Tuesday with the Senior's Group and they built the air filters. The seniors enjoyed this project.
- b. Brian will be taking care of the computers and voice-assisted hearing device. There is an upgraded version of the Wi-Fi hearing device system that is to come out shortly. Once it comes out and he knows the cost we will have to make sure we are still in the guidelines of NHSP. He will be ordering the computer shortly.
- c. Rudy and Jane have concluded that a sea can is not a viable option because it weighs 5,000 lbs. They will deliver it to the driveway and then we are responsible for moving it. Jane called the NHSP coordinator to see if we can change it from a sea can to a storage shed. She felt that there wouldn't be an objection because the purpose for it remains the same. She will be contacting them again next week. We do have until October 31st to complete all projects. A question was raised about how much was allocated to the sea can. It was \$7,000. The shed is resin, prefabricated, comes with a floor, air-tight and water-tight. The \$7,000. Includes paving, blocks and labor. Another question was presented if we could hire somebody to move the sea can. This would be in case NHSP indicated that it would have to be the sea can and not the shed. Jane indicated we could always investigate that option. NHSP must grant permission of any changes that would be made.

We also received the new freezer/fridge and the new mobile kitchen island cart.

Jane was asked if Francis Drouin or Mario Zanth, are going to be coming to the church for a photo opportunity or is this being bypassed this year. She has not heard from anybody.

Update on work progress for Anti-hate grant. Rudy submitted the cost breakdown at the last meeting. The chair expressed the board's gratitude for the work that has been done. There is still some work to be done but should be finished soon.

Jane indicated that the 2nd grant application for the Anti-Hate Security Measures does not state how much the grant is but she believes it would be worth applying for. The deadline to apply is August 31, 2022 at 11:59 p.m.

Several project suggestions were suggested:

- the side windows painted and then on the far side get those windows painted and get the plexiglass for that. This project would be approximately \$4,000. This is covered under eligible expenses.
- If the new grant has room for it, Rudy found an amazing pair of doors quite suitable for a church but also would improve the security of the front entrance by closing properly.
- Pangborn's Hall door doesn't close properly. Perhaps we could fix it, so it closes on its own and thus making it more secure. A concern was raised about the door being a problem for a senior with a walker but Jane indicated that it would fall under accessibility. Jane did investigate the accessibility grant from the Federal Gov't. To be eligible for an accessibility grant you must have an official association to an accessibility group. We would have to have a partnership with Prescott Russell that has to do with accessibility. You also had to have one of the three; association with an indigenous group, an LGBT group and a third option. We do not have an official affiliation with these groups.
- There is a group of young persons that come and play basketball in the parking lot. Perhaps we could purchase (estimated cost \$40.00) some yellow paint to mark off a court area. It wouldn't fall under the anti-hate grant but as part of the church perhaps from the maintenance budget.
- Doors in the hallway opening the other way into Pangborn because then you have an emergency exit from the sanctuary into Pangborn and then in turn with the other two exits.
- Improve safety in sanctuary with work being done on the doors, exit signs, fire exits, etc. The fire Marshall was at the church for a visit with the Property Manager and made many suggestions for safety, fire safety and security.

The treasurer will go ahead and apply for this grant. There will be more discussion offline on how to use the money.

5. Treasurer`s Report – Jane

The NHSP grant deposit is shown on the bank statement. It will remain there and it will only be transferred out as the money is needed. It should not sit in the Operating Account and give us the impression that we have money that we cannot spend. Included also is the year-to-date budget and I just wanted to clarify when I input the budget for the year into Quickbooks, if we have allotted \$1200. for example office supplies, it will divide it 100 a month throughout the year. When

we look at the budget to date, for April, it would only show \$400. It is the accumulative amount only.

We did get a donation \$100.00 from Full Bellies. The rentals are coming in on time. No great surprises on the expenses.

A question was raised about whether we are providing bursaries for Rockland District High School this year. This item was not in the budget but this can be changed. We are being asked if we would like to continue with donating bursaries to Rockland District High School. This is a board decision, to reinstate it or not. It is two one-hundred dollar bursaries.

It was suggested that someone from our church attend the graduation and does the presentation. We would get the recognition, so the community knows that we are interested in their youth and their future. Jacquie has volunteered if the timing works. If Jacquie cannot do the presentation, we would want somebody else to represent the church. A committee of teachers determines who receives the bursaries.

Motion: Requesting the Board to continue with the two bursaries to Rockland District High School \$100.00 for a girl and \$100.00 for a boy. They must show good citizenship and intent to attend a secondary institution.

Motion carried.

Motion: To accept the Treasurer's Report. Moved by Jane seconded by Hazel Carried.

A question was presented to the Treasurer. Will we be presenting an amount in June to the Rockland Help Center? Jane indicated that when they were ready Colette will tell her the amount and she will write the cheque. Jacquie mentioned she'd like to present it somewhere around June 20th.

Another mention was made about the money being raised for the Syrian refugee that it is not going into the Mission Account because the treasurer is remitting it to the Community Church monthly. When Colette gives her Mission's report you may not see it reflected there. When Rev. Draffin did the service here she asked that her fee be given to the Syrian Refugee Fund. We will issue tax receipts that come through us, but if you do it directly to them, they will issue the tax receipt.

If we are going to give money to the Food Bank June 20th Brian said he will make sure to mention it at least once during the service to remind people to support the Food Bank and to try to do it before our Spring donation.

Regular Reports:

- a. Benevolent Fund: Brian. There has been no draws on the fund since the last meeting. Barb is really keeping on top of the situations of our most needy people. Although there has not been draws financially there has been good solid support and advice provided.
- b. Fellowship: Barb. Nothing to report.
- c. Ministry and Personnel: Rudy. Brian has been away for a couple of weeks. He attended the Crucifusion Conference and had some personal vacation.
- d. Missions: Colette. Reports will be coming next meeting.
- e. Music: Jacquie. She has asked this year for a second tuning of the grand piano. She expressed some concern about it because it is requiring more watering lately and it seems

to be going out of tune a little faster. She would like to warn the board, it is possibly getting a little closer to the end of its usable life. We could think about moving to something electronic as we go on. We need to recognize that it is getting older.

- f. Pangborn Hall: Nancy. One booking for hall on June 20th, Monday evening for a community condo meeting.
- g. Pastoral Care Report: Barb. Nothing to report.
- h. Regional Council: The Eastern Ontario Outaouais Regional Council (EOORC) General Annual meeting will be attended online by John at the end of May. It will be a Friday evening and Saturday morning.
- i. Property Management: As mentioned previously, Jane and Rudy have been working on replacing the Sea Can with two sheds, one 8 x 10 for the tractor and one 8 x 15 for the storage. These will cost approximately \$4,500 plus the work for the groundwork. He has checked with the town. As far as he knows we do not need a permit. They have sent him some guidelines as to how far from the property line to put these storage sheds. The remainder of the items, Brian is on the camera system. The doors also are being addressed.

John said the key FOB system is now operational on the office door on the right-hand side where there is a meter. Brian mentioned that if you haven't received a FOB yet, John, Nancy and Brian can program the FOB for you, and we can show you how it is used. We do want to rely primarily on the FOBs from this point forward so there isn't confusion about whether the handle of the door is locked or unlocked. We do want a few people to have keys so that we are not barred from access if there is a power failure. There was some discussion about the process of the FOB and the use of the Allen key.

These procedures need to be coordinated through the Property Manager. We all must ensure he is informed of exactly what is happening because ultimately, he is the responsible party. Rudy, the Property Manager has been impacted by everything we've been doing, whether it is key FOBs, NHSP grant or anti-hate projects. Anything we can do, when we are doing our projects, to assist him to do that so that it all fits together is important. Bill expressed his thanks to all the work Rudy does for the church.

- j. Rockland Manor: Sue. The residents here really enjoyed the cards and chocolates from Barb but they're hoping to see Brian soon.
- k. Social Club: Jane. Most people are coming back as word spreads and the Snowbirds are coming back. Numbers are gradually coming back up again. We did lose a few people not necessarily from Covid.
- l. Stewardship: Ray. Nothing to report.
- m. Sunday School: Nancy. Nothing to report.
- n. Trustee: Hazel. No updates.
- o. Worship Supplies: The usual communion supplies and palm leaves were done this year on an ad hoc basis. We are now just using a votive candle inside the main candle.
- p. Pastor's Report: Brian. It was a lighter Easter season than usual. We didn't do a Maundy Thursday service. The catholic church didn't organize a Way of the Cross this year. We did have services on Good Friday and Sunday as well as the usual suite of Lenten

services. We were able to get into the Rockland Manor once with all the different lockdowns going on. A bouquet of flowers was sent to Rockland Manor on their staff appreciation week from our church. The staff appreciated it. It's been clear from talking to the Activity director, the residents enjoy the worship services and look forward to them. It's also been very hard on the staff as the different maladies created lockdowns. It has been demoralizing for both residents and staff. This effort of thanking the staff was a very important step to take. Thank you Barb and Jacquie.

I want to thank you for your prayers while I was away. I also attended the annual Cruxifusion Conference in Brampton of United Church member. We got a real sense of how difficult ministry has been for so many pastors through the pandemic and we were coming to the conference looking for refreshment. It was heartening to see everybody and encouraging each other. We heard about the new restructuring how it was impacting congregations and ministry personnel. It has been very chaotic. The combination of restructuring and pandemic is just not a good combination. It is important to celebrate our wins, whether its our in-services or at-home services. It's a win that our senior's group is active and so vital. The fan-building project last Tuesday was just another sign of life in our building. The NHSP and anti-hate grant work projects coming to fruition at the same time has been really inspiring to see so many people working hard to get this done. There is a lot to celebrate.

Motion: To accept all regular reports as presented. Moved by Jacquie. Seconded by Jonn. Carried.

New Business:

- a. Garage sale May 23, 2022. There will be an announcement during Sunday's service. The dates that Jane will be at the hall for accepting everybody's used treasurers will be Monday morning, Tuesday afternoon, Wednesday afternoon, Thursday, Friday morning and Saturday for any large items and start sorting. We are not doing a bake sale because of Covid. We need eight volunteers. In the morning we will have muffins and coffee and then around 11:00 we will have a BBQ with hot dogs and drinks. This will be by donation. Jane got the okay from Barb to use the pop and water. There are two people manning the BBQ and a few people who may or may not be able help on Monday. We will have a table of perennial plants. Full Bellies will also have a table. Full Bellies will shift their tables in a little more. The tables will be set up as they normally are with items on top and underneath. Jane will go get some float money and then replace it.

Brian said he hasn't raised the Big Give this year because he feels that we are heavily extended and committed right now. It may be something we can restart next year.

- b. Progress report on Full Bellies. Jane clarified the meaning of "seconds" that is because they use the terminology "second pick". This means when they go to Montreal, the grocery store gets first pick. Whatever is left over, places like Full Bellies, Food Banks, they go in and purchase. It is not second rate; it is a second pick. On average, the least amount we've had is 42 families, the most was 81 and we are averaging around 55. We also have a contact with the Food Bank. They are referring people to Full Bellies. We also have a contact with the Eastern Ontario Health Unit who are also referring families. We've also

had food donated for the Outreach meals, pies. We've sold pies and Outreach meals. This money is kept separately and does not go to Full Bellies.

There were concerns raised by the Board. The storage shed problem and outside vendor issue will be passed on to Yvan. We will keep our questions for the end of the trial period. We will deal with this next month, the rent, the outside vendor, and the storage shed.

Brian did mention that we are in a trial period but if we have specific concerns to talk to Yvan about it, to give him a chance to understand what the concern is and respond to it. Full Bellies could change their behavior or perhaps they could incorporate other changes. We should give him a chance to understand what kind of questions we have at the evaluation. Please let Bill know if there are specific questions for Yvan if you want them addressed before the end of the trial.

A question was raised about who picks up the food. Amy, on her own, takes a truck, goes down to the big market and she chooses what is available at a decent price. It is taken to St. Isidore unloaded and sorted. Food is marked for Rockland, and Van Leek Hill. On Wednesday afternoon, Yvan drives out to St. Isidore and he picks up the load for Rockland and brings it to the church on Wednesday afternoon. Yvan gets compensated for his gas and the rest is on his own. They bring in approximately \$900.00 worth of produce to Rockland and the return is approximately \$1200. These figures can be verified by Yvan. Out of the \$300 comes the gas money and any other overhead costs. The church people are not handling any money. They have a debit machine that goes directly to Full Bellies. Yvan gives the cash directly to Amy.

There was a concern raised about how long can the small number of volunteers sustain it before people get tired. Nancy and Pierre are there on and off all day. It is wonderful to see how many people are being helped. We've had some volunteers from the families who use Full Bellies but most of them have small children. Another suggestion was made that perhaps the seniors from the Senior Group could volunteer.

Jane said she did ask Amy why she wasn't non-profit. The answer from Amy was to be designated non-profit, you have to have a complete board of directors, you have to file a lot of reports and you have to have the money to pay a lawyer. They are not there.

As a gesture of goodwill, Full Bellies did give a \$100 donation because we did not ask for any rest during the three-month trial period.

Next meeting scheduled for 16 June, 2022 at 7:00 pm.

Closing Prayer: Brian.

Adjournment 8:36 p.m. Moved by Rudy.

St. Andrew's Christian Church respectfully acknowledges that Clarence-Rockland is situated on the unceded traditional and ancestral land of the Anishinaabe and Haudenosaunee Nations.