

# Knox Church Council Meeting

October 18, 2016

A/Chair: Art Godfrey

Secretary: Sharon McIntosh

Present: Rev. Craig Miller, Art Godfrey, Irene Bromley, Lawrence Donald, Roger Bright, Debby Dandy, Alan Moulin, Laura Crookshanks, Wayne Clayton, Leanne Sprung, Peggy Barrows

Regrets: Vivian Mitchell, Marilyn Van Wallegghem

**Call to Order:** 6:35 pm

**Opening Worship:** On behalf of the Property Committee, Roger Bright shared thoughts and a prayer about using your talents.

**Motion:** Al Moulin/Laura Crookshanks Carried  
**That Art Godfrey chair the meeting.**

**Adoption of Agenda and Adoption of Minutes of the September 20, 2016 meeting:**

**Motion:** Irene Bromley/Leanne Sprung Carried

## **Business Arising from the Minutes/Old Business:**

- a. Technology Project for the Sanctuary  
Roger Bright reported that the system is basically complete, although there are still a couple of small things to be done – some wiring, and changing the monitor. The full service was projected on the screen this past Sunday and went well.  
Discussion:
  - Comments (from the congregation) seemed to favour the system.
  - A few people were still looking for paper bulletins, but were not upset.
  - The system is good for sound projection from the congregation.
  - The powerpoint presentation was a joint endeavor by Craig and Sharon. It may cause a little extra work initially, but nothing major. There is no need for extra volunteer help or training to put the presentations together.
  - Laura Crookshanks commented it was very easy to run the program. This is the area where we will need a bank of volunteers so the same person is not expected to run it every week. Some members of the congregation have already expressed interest in doing this.
  - While the worship leader could run the program, it is best to have someone else run it as the worship leader has enough to do during a service.

- the system has 3 points of access (two at the front of the sanctuary, one at the back) for running the program.
- we do have a remote control, but remotes have a tendency to jump and freeze. We are better running the program from a laptop.
- The system will allow us more creativity in our announcements. Committees should think about how they might take advantage of this – inserting photos, etc.
- It was suggested we have a few paper copies just of the announcements for those who like to take a copy home for reference.
- It was suggested we continue to not provide paper copies of the bulletin for a while to give people a chance to settle into the new routine. This can be revisited later if some people still wish a paper copy.

b. Problems with rental groups not cleaning up after themselves

Discussion:

- Of the four events which served alcohol, two have been “wrecks” with regard to clean up. In each case, the group did come back later on Sunday to clean up, but not before worship Sunday morning.
- Both groups paid a price for the problem – one was charged extra as no damage deposit had been paid prior to the event; the other had their damage deposit withheld.
- Some concern was expressed that Knox could be opening itself to liability if alcohol was left on the premises after the event.
- Council was reminded that while the recent problems were events serving alcohol, historically we have often had problems with clean up after large group rentals that were not serving alcohol.
- Suggestion that we consider raising rental fees for large groups.
- Suggestion that we make the user group provide Security as is done in a number of halls.
- Suggestion that a member of the Knox congregation must be the one to take out the liquor permit. This may, in effect, limit events serving alcohol to events held by and for members of the congregation, but not members of the public who have no vested interest in the facility.

**Motion:** Leanne Sprung/Al Moulin Carried  
**That we revise the alcohol policy per Council discussion, and bring it back to the next meeting for Council’s further discussion and approval.**

Laura Crookshanks and Wayne Clayton volunteered to prepare the draft revision.

Property will be reviewing rental rates for all Knox facilities and will take large group rentals into consideration when setting the rates.

- c. Carpet Cleaning Equipment  
Roger Bright reported repairs to the equipment are in progress.

**Correspondence:**

Sept. 28/16 Darlene Twerdochlib, Expressions Coffee House  
Subject: Hosting the Coffee House  
Referred to: Outreach

Discussion:

- Expressions Coffee House is a project of the Brandon Ministerial Association.
- Might lean more to evangelical Christianity.
- While it does not specifically ask for the space to be donated, the term “hosting” is used which usually means we would donate the facilities.
- Council appears to be in agreement with hosting the coffee house providing it can be worked around other user groups.
- Outreach will coordinate this project.

**Financial Report:** Presented by Irene Bromley

There was a brief discussion regarding actual church givings compared to budget.

**Motion:** Irene Bromley/Lawrence Donald

Carried

**That the September 2016 Financial Report be accepted.**

**Committee Reports:**

- 1) *Ministry & Personnel (M&P):* verbal report by Lawrence Donald:
  - M&P has a prospective new member.
  - Work on bringing the music department staff contracts in sync with each other is ongoing.
  - Performance appraisals have been completed
  - There is a need to get volunteers to take leadership of committees so the minister does not have to take on this roll as it takes away from his time to spend on pastoral care, etc.
  - M&P will make training available to administration staff as necessary to utilize the new visual technology system in the Sanctuary.

Discussion:

- It was suggested that if M&P feel volunteers need to come forward to chair committees, this is something the congregation should

hear. There was some discussion as to how to go about doing this. One effective method would be to have current volunteers talk to the congregation. It was suggested some training could be possibly be provided if volunteers felt they did not have the necessary skills, however, in many cases, people just need to use the skills they already have.

-With respect to the visual technology system, there does not appear to be a need for training for administration staff at this time.

- 2) *Property*: Attached.
- 3) *Minister's Report*: No report.
- 4) *Worship*: No report.  
Discussion: Wayne Clayton asked if there is anything we can involve the Scout group in as we technically are their sponsors. One suggestion was selling snacks/drinks at the rummage sale. Wayne also mentioned the Cub Scouts' Butterfly Garden (more details in the Green Team report).
- 5) *Congregational Care and Membership (PC&M)*: No report.
- 6) *Vice Chair*: No report.
- 7) *Christian Education*: Attached, verbally highlighted by Leanne Sprung:  
-The Affirm Committee is planning the Inclusive Parenting Workshop with Shawna Munro.
- 8) *Presbytery*: No report.  
-Craig Miller reminded Council that Remit training is now scheduled to be part of the Friday evening agenda at the Nov. 18-19 Presbytery Meeting. at Trinity United Brandon. Training is open to all, and Council is encouraged to attend so we will not have to do additional training. Craig also mentioned information is available on-line (he can forward links), and emphasized the importance of Council members familiarizing themselves with the remits prior to voting on them.
- 9) *Trustees*: Attached.
- 10) *Stewardship*: verbal report by Al Moulin:  
-In accordance with Council's decision that all donors should be thanked for their contributions, additional thank you cards have been ordered. Once received they will have a writing bee and send the cards out.

-Preliminary plans are underway for the Stewardship event (time and talent auction), but volunteers will be needed in addition to the committee members. Tentative dates for the event are March 18 or March 11.

-Stewardship Committee has a tentative new member.

Discussion: Peggy Barrows felt the thank you cards are an interesting idea that will create good will. Other charities are also taking the time to thank their donors.

- 11) *Outreach*: Attached, verbally highlighted by Debby Dandy:  
-This Sunday (Oct. 23), Outreach will be serving cake in celebration of contributions made to M&S.
- 12) *Green Team*: Attached, verbally highlighted by Wayne Clayton:  
-The Cub Scouts have asked if we could help them by providing space for a Butterfly Garden. One possible area is by the southwest corner of the church. Wayne will talk to Cub leaders about it.  
-The speaker series has been successful to date.
- 13) *Affirm Committee*: verbal report by Laura Crookshanks:  
-Oct 30 is both the Diversity Lunch and our Affirm Anniversary  
-Trans Day of Remembrance is on Nov 24. The noon service and lunch will be held at Knox. The evening vigil will probably be held at Park Community Centre.  
-The Affirm Committee is looking at hosting an inclusive training for parents workshop.
- 14) *Chair*: verbal comment by Art Godfrey on behalf of Vivian Mitchell:  
Harold Reid will do our financial review (audit) again this year.

**Motion:** Laura Crookshanks/Roger Bright

Carried

**The adoption of all Committee Reports**

***New Business*** None.

Next Council Meeting: Nov. 15

Opening Worship for December: Christian Education

Closing prayer was offered by Craig Miller.

Motion to Adjourn: Wayne Clayton