

Wesley-Knox United Church
Monday, 03 February 2020. 7:00 PM
Resources & Renewal Committee Minutes

Item	Outcomes
In Attendance: LC-Leadership Council Rep. T-Treasurer FT-Finance Team PT-Property Team PU-Property Use Team ST-Stewardship Team EO-Ex-officio member TB-Trustee Board	Sheila LeClair (RR Chair), John McFall (LC), Donna Fraleigh, Marg Henderson (PU), Bob Hahn (T), Chris Mortlock (PT), Marilynne McNeil (TB), Neil Eadie (PT)
Regrets	Shawn Spicer, Ron Olson, Ted Leitch, Cathie Banks, Jacob Baynham, Paul Mullen, Rob Reid, Bill Bright, Bill Jacklin
Approval of Minutes Jan 6	Approved
Property Team <ul style="list-style-type: none"> • A request from Arlene for an upright vacuum cleaner to be used in the Parlour and Office areas. Currently any messes must be handled by the custodian who brings up the main vacuum. Not specifically budgeted for in the 2020 budget. • Update on: <ul style="list-style-type: none"> ○ Photocopier ○ Light Fixture ○ Organ blower Requests/issues brought forward and still outstanding: <ul style="list-style-type: none"> • Lift (slow leak) • Property Team development of record for items requiring ongoing maintenance, dates of maintenance, etc. • Improved record keeping process and training for keyholders/security code holders 	<p>-approved to a maximum of \$200; Sheila will email approval to Arlene</p> <p>-new copier is leased; capable of folding paper -recommend a new fixture for the office; Arlene to be consulted - old motor will be repaired (a new one would be too noisy); expect to be completed by mid-February</p> <p>-no communication with Skyline</p> <p>-list is being developed -outer-office hall and Arlene's office to be painted by Arlene and her husband; main hall outside central Sunday School office to be painted with help from JD Brophy (Neil will purchase supplies and oversee work)</p> <p>To be undertaken by Arlene after Easter. Will remain as a carry forward item in order to ensure it is not forgotten by members of R&R</p>
Ministry & Personnel <ul style="list-style-type: none"> • Update 	-no application for student grants this year
Property Use Team – Marg Henderson <ul style="list-style-type: none"> • Update 	-Chili Cook-off on Feb. 29; custodial help required -Kiwanis organ competition in early April; KSS concert -possibility of summer camps discussed
Trustees – Marilynne McNeil <ul style="list-style-type: none"> • Summary of joint meeting of Trustees, RBC (Eric Janitis) and reps from R&R held Jan 14. 	-good return last year -approx. 65% of investments in Equities and 35% in Fixed Income Ross Rowe has given up the chair but will remain a member; Marilynne will assume chair effective Feb. 9
Leadership Council <ul style="list-style-type: none"> • Unbudgeted request for \$2,500 to underwrite costs of Search Committee in their mandate to find a Supply Minister 	-approved -a $\frac{3}{4}$ time supply minister and a $\frac{1}{2}$ time youth leader are being sought -travel costs of Search Committee (mileage) would be covered

<ul style="list-style-type: none"> • New representative from LC 	
<p>Finance Team:</p> <ul style="list-style-type: none"> • 2020 Budget copy included with email • Discussion on allowing Bob H. to make online payments to suppliers. Problem is that we have set up a requirement for 2 signatures for payments. To allow on-line payment only 1 person will be overseeing this. This could be deemed to weaken internal controls. • Need to take immediate steps to look at making a move to a “Cashless” or “Chequeless” option when it comes to accepting funds for the church. <ul style="list-style-type: none"> ○ Pilot project? Who will spearhead? Working Group? Time frame? ○ Terminal on site (e.g. First St. Andrews and Riverside) • Update from LC on Treasurer/Bookkeeper roles 	<ul style="list-style-type: none"> -after discussion it was decided to keep the present system of paying bills/issuing cheques, etc. -at present, Bob is writing all cheques -encouragement of the congregation to use PAR will be promoted (right now about 45%) -ad hoc committee is recommended to investigate how people could make donations using credit cards -Donna Fraleigh volunteered to be involved in stewardship -as an example, a system such as Moneris is offered by Bank of Montreal and RBC
<p>Envelope Secretary – Rob Reid</p>	<p>-no report</p>
<p>Stewardship Team</p>	<p>-no report</p>
<p>New Business</p>	
<p>Next Meeting</p>	<p>Scheduled for Monday March 2, 2020, 7:00pm in Social Hall.</p>