

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

Item	Outcomes
<p>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</p>	<p>Rev Pirie Mitchell[EO], Sheila Le Clair[C], Marilynne McNeil[TB], Cathie Banks[M&P], Ted Leitch, Bob Hahn[T], Donna Fraleigh, Marg Henderson[PU], Neil Eadie[PT], Ron Olson, Topher Beck[LC]</p>
<p>Regrets</p>	<p>Chris Mortlock, Rob Reid, Shawn Spicer[ST], Bill Bright, Bill Jacklin,</p>
<p>Approval of Minutes</p>	<p>Minutes of the October 05, 2020 meeting approved as presented. M McNeil/N Eadie.</p>
<p>Reopening Committee – Chris Mortlock, John McFall, Bob Hahn (re: Financial Implications)</p> <ul style="list-style-type: none"> • Update <ul style="list-style-type: none"> ○ Additional costs/staffing requirements ○ Go-forward if second wave ○ Financial impact on givings ○ Current status of Rentals 	<p>Rev Pirie: Our staff continues to be very professional in addressing all of their duties. There is a growing angst as local cases of COVID continue to increase. The re-opening cttee will meet in the coming week and assess the current situation before making a recommendation to LC. UPDATE: After Sunday, December 20, services will revert to virtual only until further notice. There has been a significant decline in revenue. See Treasurer’s Report. Any rental agreements are currently “on hold”.</p>
<p>Leadership Council – Topher Beck, John McFall</p> <ul style="list-style-type: none"> • Update <ul style="list-style-type: none"> ○ 	<p>No report. Topher’s Zoom contact was not working. John was not in attendance.</p>
<p>Property Team – Neil Eadie, Chris Mortlock</p> <ul style="list-style-type: none"> • Update <ul style="list-style-type: none"> ○ Heating ○ Snow Removal ○ Other <p>Requests/issues brought forward and still outstanding:</p> <ul style="list-style-type: none"> • 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>This team is in urgent need of new members. A snow removal contract has been signed. Same company/contract details as last year. Maintenance work on the boilers is nearing completion. A small group of volunteers cleaned up the property and trimmed back shrubs/ flower beds prior to the first snow fall. A large pile of scrap lumber/logs was cut up and removed from the back of the parking lot. Cost \$28! Independent thought is being given to developing a “record of items needing ongoing maintenance” .</p>
<p>Ministry & Personnel – Cathie Banks</p> <ul style="list-style-type: none"> • Update 	<p>Arlene would like a “bare bones” laptop on which to keep church-related work. Sheila: Have Arlene develop a proposal with details that would satisfy her needs. Submit to R&R for consideration. Cathie submitted a detailed report of recent M&P- related activity. The report reflects considerable thought and effort. Thank you Cathie. Re Proposal 1: Any increases in salary/hours would be determined during next year’s budget deliberations. (Bob/Sheila).</p>

	Re Proposal 2: Send the contents of the proposal in a memo, to LC. They would have to decide on its merits.
Property Use Team – Marg Henderson	The Embroiders’ Guild would like to make a donation to W-K. They hope to return when circumstances allow.
Trustees – Marilynne McNeil <ul style="list-style-type: none"> • Update • Proposed deferral of joint meeting of Trustees, RBC and R&R re Investment results for 2020. 	Marilynne McNeil requested that the annual review of our investments involving BoT Investment Cttee, R&R (Finance Team) and RBC be rescheduled to late Feb/early March. Discussion. Agreed. BoT is looking into insurance renewal for the church.
Finance Team – Bob Hahn <ul style="list-style-type: none"> ○ Any additional information beyond discussion points under reopening 	Bob provided a: “Budget vs Actuals: ANNUAL BUDGET 2020” comparison sheet for January to October. He mentioned that current revenue is lower by 20% +/-, compared to last year. A break-even budget for 2021 will not be possible without increased revenue source(s). Legacy givings will be essential if we expect to maintain an investment pool. Consequently a thoughtful Stewardship campaign in 2021 will be critical to our financial survival. Discussion over suggestion to include in the bulletin a brief summary of our financial status: Who authorizes? What to publish? Frequency? Stand alone item or part of a Stewardship initiative?
Envelope Secretary – Rob Reid <ul style="list-style-type: none"> ○ Implication of reopening on count teams, etc. 	Rob had an established routine for depositing the “in person” Sunday service collection. Congregants using the new envelopes ARE NOT expected/required to include their name(s) on the front. Their number is essential.
Stewardship Team	We know a campaign is important. First steps will involve determining a Stewardship leadership group.
New Business	Rev Pirie: We have two individuals who would like to join W-K. One would like to become a lay minister.
Next Meeting	Will be via Zoom. January 4, 2020 7pm