

**MINUTES OF THE CHURCH COUNCIL MEETING
OF PEACE LUTHERAN CHURCH
on Thursday, November 17th, 2022 at 7:00 pm**

Vision Statement: *Peace Lutheran Church is a welcoming, worshipping and witnessing community in Jesus Christ through whom healing, wellness, love and peace are offered unconditionally to all.*

Mission Statement: *Celebrating and Sharing God's Love for All.*

ATTENDANCE:

In-person (Hern Room): Janet Van der Wees (Co-chair), Ina Toso (Co-chair), Fiona Haapalehto (Secretary), Mike Balzer, Tapio Haapalehto, Jeremy West, and Pastor Ronnie Smith.

Via Zoom: Gloria Zorn, Sunny Wishart (Treasurer),

Guest: Bill Gregor

Via Zoom Guests: Wayne Ruhnke

1. **Call to Order:** Jan called the meeting to order at 7:04 pm.
2. **Opening:** Gloria did the opening prayer. Ina will do it for the next meeting.
3. **Approval of the Agenda:**
Moved by: Tapio, seconded by: Ina
THAT the agenda for Thursday, November 17th, 2022, be approved.
Discussion: Tapio suggested we add the creation of a Nominating Committee for Council candidates for February. **CARRIED**
4. **Approval of the Previous Minutes:** **Moved by** Gloria, seconded by Ina:
THAT the Minutes of the Church Council Meeting held on October 18th, 2022, be approved.
Discussion: None. **CARRIED.**
5. **Treasurer's Report:**
October Financials
 - Sunny mentioned that she had identified errors in the October Financials she had already submitted. These likely resulted from a lack of an expense report for invoices submitted for various items. The bookkeeper is unsure where to charge the items, resulting in errors.
 - Jeremy & Tapio will complete them for all invoices.
 - **The October Report & Financial Statements will be updated and resubmitted for approval in January.**
6. **New Business:**
 - a. **Approval of the Revised Financial Handbook:**
That the Revised Financial Handbook be approved: Moved by Ina, seconded by Jeremy:
Discussion: None **CARRIED**
 - b. **Approval of Candidates to do 2022 Financial Review:**
Wayne Ruhnke has requested approval for the following persons to conduct the 2022 Financial Review: Giselle Bischof, Phil Plath and David Wishart

That the proposed members (Giselle Bischof, Phil Plath and David Wishart) be approved as candidates to do the 2022 Financial Review: Moved by Tapio, seconded by Mike
Discussion: None CARRIED

c. 2023 Budget Proposal

Jan distributed the budget proposal from the Finance Team on November 13.

Bill presented a variety of documents to show the history of our financials. He went in detail through the categories and took questions. Selected changes were discussed and made. Bill will communicate the changes back to Sunny. The amended budget will come back to Council in January for approval before the AGM.

d. Receipt of the Report of the Financial Team

Wayne Ruhnke submitted to the Council the minutes of the Financial Team meeting of November 8th by email. The Council received them.

Wayne & Bill left the meeting at 8:30 pm.

e. Managing Office Duties

There will need to be a plan for the transition as we move to a new working model. Ina, Pastor and Sunny will work on the plan. Sunny has provided some input already. They will hold a meeting December 1st.

Sunny left the meeting at 8:36 pm.

f. Synod Adoption of the Constitution - Fiona

Summary: Last week the Synod Legislation and Constitution Committee reviewed our proposed constitution. Rev. Grahlman, Secretary of the Eastern Synod, contacted me with two areas for clarification. The Committee has agreed to approve our constitution provisionally upon us clarifying the wording in two of the Bylaws.

Section VI Part 1 is where we specify the age of voting members. The committee informed us there is no regulation in Ontario that defines the term “legal age” and they recommend we adopt a specific age when members will be qualified to vote. We had intended this age be 14.

Section VII Part 4 is where we specify the age of Officers and we used similar “legal age” wording. It is suggested that we set a specific age and this age be 18.

On another issue, the document specifies that members voting on “Financial and Property matters” at congregation meetings be “of legal age”. Rev Grahlman says if we want to retain this we need to define “Financial and Property matters”. We will also specify the age of 18 for this section.

Rev Grahlman would like to ensure the issues are clarified before our next congregational meeting in February so he has asked to hear back from us within two weeks. He will review our decision it with the committee and provide feedback in time for our next Council meeting where we would adopt it. This would fulfil the provisions of the committee and we would then have a fully approved constitution.

The Council discussed the options and decided to set the ages for both sections to 18. Members who are 14-18 will receive a voice but not a vote at congregational meetings.

Fiona will communicate with Rev Grahlman to get this clarified asap.

g. Masking Recommendation from the Synod

The Synod strongly recommends that we return to masking during worship services. We will return to this practice and place a sign on the door.

Deferred until our next meeting.

h. Free Dementia Workshop

Deferred until our next meeting.

i. Selecting a Nominating Committee for candidates for Council.

Deferred until our next meeting.

7. Old Business:

a. Farmer's Market Proposal

Deferred until our next meeting.

8. Prayers for the People

Names have also been shared with the intercessors.

9. Correspondence

None this month.

10. Reports:

• Property (reported submitted by email Tapio)

- **Stained Glass Window:** Bill Vanderboor is still waiting to hear from the LED lighting panel supplier that they are ready for pick up. Since I'll be away on holidays for nearly 3 weeks starting this Saturday, I've asked him to contact Jeremy going forward. Once he has the panels then he will work with Jeremy to schedule the installation date.
- **CP4CP:** First rental cheque for two CP collection bins managed by CP4CP has been received in the amount of \$124 for the period from Oct. 13 delivery to Oct. 31. Kateryna posted an advertising poster in the Narthex and the Fellowship Hall.
- **Health Inspection:** On Oct. 19, the health inspector inspected the kitchen and provided an updated green pass. When Pastor Ronnie asked, she reported that it already was a commercial kitchen and that we could use it for our ministries.
- **Roof Repairs:** Durham Region Roofing complete roof repairs on Oct. 21. No water leaks have occurred since it was completed. The cost was as quoted \$1500 + HST.
- **Boiler Pipe Leak:** On Oct. 24, Jeremy discovered the boiler room flooded with water from a boiler system pipe leaking. The boiler had to be turned off and the system drained of all water. Jeremy contacted ComfortWave Heating who last repaired it back in Jan. 2018. On Nov. 9, they completed the repairs, filled system and tested it for normal operation. The total cost was \$2,240.09 and consisted of \$ 1,900.00 for piping and labour, plus \$82.38 for

an igniter, plus HST. Jeremy needed to monitor and top up the water for a couple of days after.

- **Budget:** Tapio prepared a draft 2023 property budget then Jeremy made some revisions. It was emailed to Bill on Oct. 27.
- **Fall Clean-Up Day:** Thanks to Gordon, Lynne, Pastor Ronnie, Gene, Janet, Jeremy, Fiona and Tapio on Oct 29 more than 80% of the planned inside and outside tasks were completed.
- **Annual Fire Alarm Inspection:** On Nov. 4, HerbertWilliams Fire Inspection completed the fire alarm system inspection and testing at cost of \$507.45 + HST. They identified that the two UPS batteries for the alarm panel needed to be replaced. Tapio acquired them and will bring them on November 17. The cost is \$104.58 + shipping for a total of \$19.95 +HST. Jeremy will install them and report their replacement to HebertWilliams in order to receive our annual inspection certificate.
- **Bell Fibre Optic Upgrade:** On Nov. 7, a letter was received from DirectBore on behalf of Bell Canada regarding plans to upgrade at no cost the church's copper wiring access to fibre optic which brings in Bell's phone and internet services. To proceed with the upgrade, they require an Access Agreement to be signed and returned. Tapio recommends Jeremy take on this project to avoid any delays. The installation of the fibre optic access will aid to resolve periodic performance issues with live-streaming of worship services.
- **Street Sign:** On Nov. 8, Kateryna reported the outdoor sign was damaged by the wind. The next day, Jeremy, Pastor Ronnie and Tapio repaired it along with replacing one fluorescent bulb. In future, anyone updating the sign will need a second person to hold up the south panel as a result of damage sustained to it.
- **Raymond D'Aguiar – Task-Co:** On Nov. 11, a condolence card prepared by Kateryna on behalf of PLC congregation was sent to Raymond D'Aguiar- owner of Task-Co once she learned that his son Brandon had tragically died on Oct. 19.
- **Worship & Arts: (Report submitted by email Fiona)**
 - We have enough Worship Assistants for November & December. Rosie is continuing to coordinate the volunteers and she is adding the volunteers who pick up Heddi each Sunday.
 - It was determined we will not circulate the offering plate any more. A new box has been erected for envelope offerings.
 - Giselle is drafting a new mandate for W&A
 - The group was happy with the previous services (Confirmation service, 60th Anniversary service).
 - Upcoming services: Decorating for Advent will be done by Carols by Candlelight team.
 - Giselle would like to update the Historical Highlights document.
 - Giselle asked for the Members & Friends list to be updated & distributed. This will happen in the new year.
 - St. Martin's have two shelving units available that they have offered to us. W&A offered them to the Super Sophia project.
 - Giselle has ordered wine to replenish our stock. Ann will help with bottling.
- **Mutual Ministry: (verbal report Fiona)**
 - Two of the four members have stepped down from the Mutual Ministry Committee. New candidates will need to be identified asap.
- **Congregational Life: (verbal report-Gloria)**
 - Gloria mentioned it was wonderful to see so many people stay for the pot luck lunch after the 60th Anniversary service. Ronnie thanked her for her leadership on this.
- **Pastor's Report (Report submitted by email Pastor)**

- Visioning:
 - Preliminary results have come in from our visioning survey. These results will be made public soon. We've sent it out again to give others another chance to provide input. Thanks so much to Shannon for all her hard work on this!
- Confirmation/Youth:
 - We have graduated 5 students this year, congratulations to the class! They worked very hard to complete the course as well as planning a preparing our Reformation service. Well done!
 - As they have now graduated, we are transitioning into a youth group. Our first activity was a sleep over in the church where we watched a movie, played games, had snacks and decorated Christmas trees in the sanctuary. We're looking forward to seeing how this group evolves but we will seek to balance discipleship and fellowship.
- Education/Craft Sunday:
 - Joel has begun giving lessons to children during sermons on Sunday when children are present in worship.
 - Lisa and Kenji continue to offer craft Sunday approximately once per month.
- 60th Anniversary
 - We welcomed Assistant to the Bishop Rev. Adam Snook to our 60th anniversary. His presence was most welcome and well received. Adam has been invited to visit us again during Lent. He has also offered to lead us through a workshop on applying for mission grants.
- CLWR – Refugee Resettlement Program:
 - On November 13th we hosted Jennifer Ardon from Canadian Lutheran World Relief, and her family. Jennifer shared with us a passionate presentation of her work with refugee resettlement and outlined options about how we might get involved. We invited other churches across the GTA to attend in person and virtually. There are opportunities and interest in working across the wider church in this area.
- Durham Multifaith Community
 - On November 15th I reengaged with the Durham Multifaith Community to participate in a course offered by the university of Alberta on Indigenous relations. Each month we complete a module on various themes and then meet to discuss the contents and how we can apply the learnings in our various contexts.
 - The course is free to all and anyone in our community can participate. Please let me know if you are interested in joining. The modules can be completed on your own time.
- Carols By Candlelight:
 - The Music Team has been rehearsing on Wednesday evenings at 7pm in anticipation of our Carols By Candlelight event on December 10th at 7:30. All are welcome!
 - Please bring in any candles you might want to share and consider volunteering to help put up Christmas lights in the sanctuary.
- Sunday Services:
 - Weekly sermon preparation, reading, writing, collegial discussions.
 - Produce/coordinate services, order of service, full and concise versions. Excel sheet for use by the Tech Team, help coordinate volunteers/worship assistants, live stream uploads and distribution, tech support, etc.
 - Arnold continues to preach once per month. I meet with Arnold before and after to coach/debrief.
 - Music Team rehearsal each Sunday, hymn selections in coordination with Kirsten and Eleanore, etc.
 - Introducing a lot of material from All Creation Sings.

- Intercessors
 - Ongoing participation/engagement with intercessor prayer group. Often requires follow up visits/phone calls/texts/emails
- Communications:
 - Email, phone calls, zoom calls, texts, social media posts, newsletter/gratitude corner submission, review of Synodical and National church communications, etc.
- Worship & Arts:
 - Met to discuss previous and upcoming services
 - Will need to purchase more copies of All Creation Sings
 - Advent services will use the Holden Evening Prayer setting.
- Office/Misc:
 - Covered for Kateryna for 3 weeks while she was away.
 - Office will be closed between Christmas Day and New Year's Day.
 - Taking 1 week of vacation January 1st. Worship & Arts will prepare a Service of the Word.
 - Missed a few days of office hours due to illness.
 - Fall Clean up
 - Council meeting
 - Bake communion bread twice a month.
- YouTube Statistics: (October 18th – November 16th)
 - 1,673 Views
 - 347.1 Watch Time (Hours)
 - Subscribers 153 (+18)
- David Maginley event is up to 2,800 views!
- Facebook Statistics: (October 18th – November 16th)
 - Reach: 492 (16 posts)
 - Likes: 338
- In Person
 - Services: 4
 - Attendance: 257
 - Average: 64.2

11. Closing Prayer: Gloria did the closing reading/prayer.

12. Adjournment: The meeting adjourned at 9:25 pm.

Next Council Meeting – **Thursday, January 19th, 7:00 pm via hybrid Zoom & in person model**