

HIGHLAND HILLS UNIFIED BOARD MEETING
Wednesday, February 16, 2022, 1:00 p.m. via Zoom online

ATTENDANCE: Joan Chapple, Rebekah Chevalier, Shawn Chevalier, Andy Cooper, Lois Deacon, Erskine Flook, Larry Giles, Janet Heffer, Bruce McClennan, Tom Parish, Pat Thornett, Barbara Walford-Davis, Rev. Max Ward, Marybeth Wilson

Regrets: Brian Austen, Neil Darby

Andy Cooper welcomed Board members in his new role as chair.

Rev. Max Ward opened with a prayer.

APPROVAL OF THE AGENDA

Motion: Lois Deacon/Barbara Walford-Davis moved and seconded the approval of the agenda. **Carried.**

APPROVAL OF MINUTES of Dec. 1, 2021 Unified Board meeting

Motion: Rebekah Chevalier/ Joan Chapple moved and seconded acceptance. **Carried.**

PASTORAL CHARGE

Chair: Andy thanked all Board members for working hard with little fuss. One of our major challenges over the last two years has been COVID. We are now seeing some possible daylight ahead. Our charge is doing relatively well compared to other charges. There are challenges, particularly the disbanding of Maple Lake United. Andy encouraged the Board to start thinking forward.

Clergy: Rev. Max had emailed a report in advance (attached).

Pastoral Care: Marybeth Wilson thanked her Calling Captains for their ongoing connections to the congregation.

Treasurer and Finance: Erskine Flook had emailed detailed financial reports in advance (attached). These reflect the corrections reported at the recent annual meeting. We have one Outreach Committee but two outreach accounts, and these should likely be combined. It was decided to do this and put Outreach under the pastoral charge.

Ministry and Personnel: Shawn Chevalier had emailed a report in advance (attached). Item number 1, regarding proof of vaccination for staff. He has not proactively requested proof of 3rd (booster) shot from staff. It was clarified that all staff and contractors have had three shots. So no further action is required.

He is questioning whether the committee still needs five members, given the disbanding of Maple Lake United Church. His recommendation is that we don't need more than 3 representatives plus the minister. The Board is going to have to look at the whole pastoral charge more broadly and how it operates as far as officers and committees over the summer. A governance plan will need to go to the regional council. The membership of the M&P Committee could be looked at at the same time. Larry Giles has offered his resignation from the committee and this was accepted. Shawn will contact Shirley Johnson to see if she wants to continue on M&P given her added responsibilities as a MLUC trustee. If she chooses not to become a member of HHUC, she would not be able to continue on the committee.

Manse: There was no report.

Maple Lake: Larry Giles had submitted a report in advance (attached). Any members of MLUC who have not opted out will have their membership transferred to HHUC during a service this month.

Worship/Pulpit Supply/CE: Janet Heffer noted that the major question is regarding reopening face-to-face worship, which will be decided by the Board.

Outreach: Pat Thornett had emailed a report in advance (attached).

ACCEPTANCE OF HHPC REPORTS

Motion: Erskine Flook/Tom Parish moved and seconded the acceptance of all committee reports. **Carried.**

NEW CHARGE BUSINESS

Implications of MLUC Disbanding: There may be things that arise in the coming months that we will need to deal with. The expectation is that ECORC will deal with this at its upcoming meeting. There may need to be some follow up by Rev. Max with the council.

HIGHLAND HILLS UNITED CHURCH REPORTS

Trustees: Bruce McClennan had emailed a report in advance (attached).

Property: There was no report.

Kitchen: A cheque has been sent to the person installing the counters. A question was raised as to why we are only doing some of the counters but not all. It was clarified that this is connected to where we see ourselves going forward and what kind of use we are going to be able to make of the kitchen in the future. For example, are we going to be able to put on large dinners? There was money from a donation and the decision was to put in the counters that were most needed.

Stewardship/Fundraising: There was no fundraising report as the building has been closed. A change of direction may need to be undertaken in terms of fundraising, away from a focus on large dinners.

UCW: Pat Thornett had emailed a report in advance (attached).

ECORC: We currently do not have a representative on the regional council due to Debbie Sherwin's resignation. This is an important position to fill to maintain contact with the larger church body. Board members were asked to consider who might fill this role and email Andy. The council meetings now all take place via Zoom.

ACCEPTANCE OF HIGHLAND HILLS UNITED CHURCH REPORTS

Motion: Bruce McClennan/Barbara Walford-Davis moved and seconded acceptance of the reports. **Carried.**

NEW HHUC BUSINESS

Discussion of Reopening for Face-to-Face Worship: The regulations are changing quickly. March 1st is the date a number of restrictions will be lifted. It was agreed that the COVID committee should meet and make a recommendation to the Board, which will make a decision via email if possible or via Zoom if necessary. It was suggested that we not delay long to at the least provide the opportunity for a small number of people. It was suggested that the guiding principles of masking and social distancing be maintained.

Next Steps re: Lift: Bruce McClennan spoke to this due to Neil Darby's absence. Bruce,

Erskine, and Neil met to look at a potential location. The original location was not practical and a more unobtrusive location would be the southwest corner of the sanctuary where the mailslots are now. This has been marked out in the sanctuary and a photo has been posted. The location in the lower level has also been marked out. The storage closet in the lower level would need to be moved, but this can be done. It was noted that the top of the lift is open and is not a structure that goes to the ceiling. The swing of the door is flexible and can be different in the sanctuary and downstairs. It was suggested it would be best if people in wheelchairs do not have to back out. The lift can take two people and a wheelchair.

Action item: All Board members are asked to go into the church over the next week and see what is being proposed for location in both the sanctuary and the lower level. Bruce will send an email to the Board to this effect and ask that members send any comments to Neil.

Once the Board is satisfied with the location, the next step is to decide whether before contracting Duncan Ross (at a cost of \$10,000-\$12,000) to prepare detailed drawings, congregational approval should be sought. The estimate for installation is \$75,000 to \$100,00. It was suggested that church members with mobility issues should also be invited to review the location and give their input before contracting with Duncan Ross. The question is whether everyone else in the congregation should be allowed to give approval. This could be accomplished by setting a time when anyone interested could come and see the location and ask questions.

A question was asked about source of financing for the lift. Are there funds within our restricted funds that can be accessed? The answer is yes. So we have the money, although this would reduce investment income. We may still want to do some fundraising, and we will need to look for mobility grants. There was general agreement that it would be good to provide a set time for those with disabilities and also church members generally to come and see the proposed location and photos and ask questions. This likely needs to take place after March 1, when COVID restrictions will be lifted. It would be helpful if there was a video that could be shown during this "open house." **Action item:** The lift committee will prepare a broader email to go to the congregation with an open house date. They will also follow up by phone with those with disabilities. If Board members know of people with disabilities, not just from the congregation, particularly someone in a wheelchair, please let Bruce know.

Next meeting: The next meeting was set for April 27th at 1:00 p.m.

Marybeth Wilson closed the meeting with prayer.

Janet Heffer moved adjournment.

Chair, Andy Cooper

Secretary, Rebekah Chevalier