

HIGHLAND HILLS UNIFIED BOARD MEETING

Wednesday, July 13, 2022, 1:00 p.m. via in person and Zoom

ATTENDANCE: Rebekah Chevalier, Shawn Chevalier, Andy Cooper, Neil Darby (partial attendance), Lois Deacon, Erskine Flook, Janet Heffer, Tom Parish, Pat Thornett, Barbara Walford-Davis, Rev. Max Ward

Regrets: Joan Chapple, Marybeth Wilson

Rev. Max Ward opened with a Celtic prayer.

APPROVAL OF THE AGENDA

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

APPROVAL OF MINUTES of April 27, 2022, Unified Board meeting.

Motion: Rebekah Chevalier/ Janet Heffer moved and seconded acceptance. **Carried.**

Business Conducted Via Email

Recommendations from the JAM Committee for the Unified Board

1. If unwell, please stay home and Zoom with us.
2. Physical distance as much as possible.
3. Masks welcomed and appreciated.
4. Use hand sanitizer upon arrival.
5. Vaccinations and boosters recommended.

Motion: Moved by Janet Heffer, seconded by Rebekah Chevalier, that the Unified Board adopt these recommendations at the present time. **Carried.**

PASTORAL CHARGE

Chair: Andy Cooper recently attended the Highlands Festival musical event where he chatted with a couple of festival board members. They indicated they had to move ahead with the festival this year financially. For HHPC, we are in quite good shape. Attendance is up and finances are in reasonable condition. We have survived waves of the pandemic, but we need to ask, are we still doing our job? We have a duty to do more than just survive. Andy asked us all to start thinking forward.

Clergy: Rev. Max had emailed a report in advance (attached). Marybeth Wilson has agreed to be responsible for non-urgent pastoral care matters during Max's sabbatical and John Patterson will handle urgent pastoral care matters.

Pastoral Care: Rev. Max had circulated a photo directory update beforehand (attached). Rev. Max noted that he will work with Joan Chapple on the history section.

Treasurer and Finance: Erskine Flook had circulated a report in advance (attached). Regarding the pastoral charge, denominational assessment is a little bit lower because we arranged for a direct withdrawal and this was delayed, but it will be withdrawn in the fall. Manse fuel costs were up. Deficit could increase to \$2,500 by year end, but there is money

to cover this. Line 4010 and 4020: there is income coming in from Maple Lake but that won't continue. Erskine said he has taken this into account for cash flow.

Regarding HHUC, we have not transferred interest from trustees' investments into the general funds and we have not been able to do fundraising. Insurance is up. Givings are about the same as last year. Revenue is down. The deficit shows \$22,000. But if you look at the balance sheet, the general fund is down \$4,000. We have money in the bank to cover the cash flow. A question was asked, will we have to draw from interest in investments? Currently there is \$15,000 interest available and at the end of the year, several GICs will come due. Erskine noted that at the next Board meeting, we will need to decide how much interest will need to be requested.

It was noted that this church is doing very well compared to sister churches in the area. Appreciation was expressed to Erskine for his work.

Erskine shared some interesting statistics from a Canada Helps report.

A question was asked about insurance. Bruce noted that the trustees will be getting a quote from a different insurance carrier other than HUB.

Motion: Erskine Flood/ Brian Austen moved and seconded acceptance of the HHPC and HHUC financial reports. **Carried.**

Ministry and Personnel: Shawn Chevalier had emailed a report in advance (attached).

Manse: There is nothing to report. Balance in the account is \$2,550.

Maple Lake Trustees Report and Update: Rev. Max provided information about this as part of the report he circulated in advance via email.

Worship/Pulpit Supply/CE: About 25 people are attending on average in person and about 30-35 attend via Zoom, some of whom are couples. It was noted how nice it was to see the choir again.

Outreach: Pat Thornett had emailed a report in advance (attached). Barbara Walford-Davis will need to step down as chair. She wondered whether Outreach could be put under UCW. If people have suggestions for a chair of Outreach, please talk with Andy or Lois (nominations). The question was raised as whether it's time to think about what Outreach encompasses.

ACCEPTANCE OF HHPC REPORTS

Motion: Bruce McClennan/ Pat Thornett moved and seconded the acceptance of all committee reports. **Carried.**

HIGHLAND HILLS UNITED CHURCH REPORTS

Trustees: Bruce McClennan had emailed a report. Trustees continue to monitor our investments and reinvest proceeds as interest and dividends accrue. Overall, our portfolio is down approximately 1% from December 2021 to early July, 2022 despite the significant downturn in the markets. This speaks to the conservative nature of our investments.

Property: It was noted that the lift we had wanted is no longer being manufactured. A question was raised about the whether the electrical system in the church has been

inspected, given the recent problems with outlets in the pulpit area following a series of power outages.

Action item: Brian will ask Neil to respond to the issue of the electrical systems and also, to investigate whether new power bars need to be purchased.

Neil arrived later in the meeting and said the outlet had been checked out by an electrician and it is OK. The plug on the light on the pulpit was changed. Regarding the lift, the architect is looking into alternative lifts and Neil has not heard back from him. It was noted that before we let the architect proceed with drawings, we need to let the congregation know that it will be a different lift. We will need to get approval again.

Kitchen: A couple of issues need to be addressed before a final inspection. The backsplash will soon be installed.

Stewardship/Fundraising: Tom Parish has looked into the possibility of an online sale and hopes to get something off the ground on this.

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

ECORC: Rev. Max reported that there was a special meeting after the annual meeting to talk about different groups that could be set up. This is to address the lack of connection that was a result of COVID and the dissolution of presbyteries. For example, a Kawartha/Highlands clergy group or a group related to affordable housing. There was discussion in break-out rooms. The challenge was to contact one other person in the break-out room to discuss forming a group.

ACCEPTANCE OF HIGHLAND HILLS UNITED CHURCH REPORTS

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

NEW CHARGE BUSINESS

Covid Protocols: The government and the health unit are no longer providing guidelines, so the committee overseeing this for our pastoral charge is wondering where to go from here. Andy asked for Board opinions and comments. It was suggested that we keep our protocols as is, rather than further relaxing them only to have to reinstate them in the fall when the weather puts people more indoors. It was noted that we may need to reconsider the protocols in the fall.

The question of whether to offer coffee after the service was discussed. We are missing the sense of community that comes from gathering after the service. It would be important to ensure no one feels pressure to help out, however. People who don't feel comfortable attending will not come. It was decided to try this on a trial basis and to keep it very simple. We could use tables spaced apart to increase physical separation. Pat agreed to undertake this starting July 24.

The COVID committee will continue to monitor things and if COVID seems to be ramping up, it will bring something to the Board.

Next meeting: The next meeting was set for Wednesday, Sept. 28 at 1:30 pm.

Rev. Max closed the meeting with a Celtic prayer. Pat moved adjournment.

Chair, Andy Cooper

Secretary, Rebekah Chevalier