

Governing Council Conference Call Minutes

Saturday March 21, 2020 –

3:00pm

Attending: Marlene St Jean, Douglas duCharme , Mary Ellen Richardson, Steve Dunk, Amanda Hancox, Kathy Magladry , Bill Dines, Amanda Hancox, Allan Hux,

Guest: Rosemary Pryde, Kathy Salisbury

1. Opening prayer/thoughts – Douglas
2. Reviewed agenda
3. Check in with folks. How is everyone doing roundtable?
4. Welcome Kathy Salisbury as incoming Chair of Experience Belonging and Allan Hux will stay as a member at large.
5. Review minutes circulated

Motion to approve minutes from Mar 14 2020

Moved Amanda Hancox

Seconded Steve Dunk

Approved: Unanimous

6. Outstanding issues from March 14th

Rentals and leases

Vicki reported that we are not cashing post dated cheques for April assuming operations will not restart in April. The revenue impact in April is approx. \$10,000. Because of the sudden closure we are returning half of March rental payments with some calculation needed because of March Break. Some users don't operate during March Break.

Shining Waters is looking at the possibility of loans to congregations to avoid them being forced to liquidate when portfolios have been hit so hard by the market losses. so we don't take losses. Steve is monitoring.

All lay groups are encouraged to use Zoom for meetings, see Greetings for instructions.

Women's spirituality group and meditation group will be using online meeting technology

ES Council meeting this week update.

There was discussion about the implications of the covid virus closure on our music program. Douglas will be doing his sermon from the church. Vicki is preparing a protocol if someone is coming into the building. Eg one designated washroom.

The Staying Connected group meeting had suggestions eg daily prayer on line.

Amanda reported that feedback on Sunday's service was very positive.

Easter flowers and special music raise money for the church. Options will be developed as we get a handle on finances and revenue needs.

7. Updates

Outreach

Walk in support plans for April: Kathy Salisbury reported that a meeting early this past week is already out of date. She had contacted some other churches. ESG only had 3 people show up and has since cancelled. Our population takes the subway which is becoming more of a concern. The conclusion was that our program will be postponed until Sept. The money saved will be used to support homeless sector projects. Gift cards are available to use.

EA Fund Group has been reaching out to organizations that we support to see where we can make a difference?

- Connection Ministry Group

The inaugural meeting was last Thursday. Coming out of this discussion on actions needed for staying connected during these times was an action to contact by phone, everyone on our Greetings mail list.

Kathy Salisbury has been assembling both the messaging (see appendix) and distribution of contacts for calls. 24 people have volunteered to make calls. There is no privacy issue with these outreach calls. When people are called, they will be asked if they want to stay on the list for future calls? Kathy will add a voice mail script if we don't connect in our call. If there are specific people you want to call then please let Kathy know. Vicki has some other possible volunteers and will let Kathy know.

The Connection Ministry group will be meeting again Thursday.

- It was noted that we are not alone. A lot of resources we can share from the Shining Waters and National Church
- Staff and all gender washrooms are being repainted. Some things are getting done in the building.

9. Human Resources and Relationships

Steve reported that the choristers are paid until the end of March.

Motion: To establish a sub committee to determine support for choristers through April and beyond with the following members: Steve Dunk, Eleanor Daley, Douglas duCharme, Vicki Stuart

Moved: Steve Dunk
Seconded: Allan Hux
Approved: Unanimous

- Support and advice coming from Shining Waters and UC national including additional EAP support has been circulated to staff.
- There are Federal programs announced this week that will assist employee disruptions should they occur. Details are unknown at this time.
The Chair of Property reported on their committee's recommendation to the Executive Director.
Douglas and Steve will update Governing Council, in its HR role, of any changes as we move into April

10. Any new/other business?

- Special Music that is scheduled is under review with a likely decision before April 6th.
- The AGM is pending a date and guidelines from Shining Waters based on their information meeting last week.
- Recommended reading material
<https://www.susanbeaumont.com/2019/10/29/how-to-lead-when-you-dont-know-where-youre-going/>

11. Next meeting: A Doodle poll coming out from Marlene

12. Closing prayer/thoughts – Douglas

13. Adjournment

Motion: John Ryerson
Moved
Seconded
Approved: Unanimous

Appendices

Draft template for Congregational phone calls:

- 1) Update on what is happening at Fairlawn re broadcasting of services, prayer sessions, adult education offerings and virtual meetings. (I'm assuming specifics, as we know them so far, will be outlined in Greetings this week)
- 2) Ask people to check the website for updates and watch for Greetings weekly.

3) If someone isn't on email/internet, ask if they'd like a periodic phone call to update them on what is happening at Fairlawn.

4) These are challenging times for all of us. How are you doing? Are you in contact with friends and family? Are you able to get groceries/medications? Please mention that because of public health concerns, we are not able to offer drives to appointments.

5) Would you like to be included in a check-in phone list? This means that someone from Fairlawn would check in with you periodically over the duration of Covid-19 to see how you're doing. We're also trying to understand the needs of our congregants and how we might help.

Mar 20 Message to Recruit Callers

Hello Everyone

Greetings from Fairlawn! I have been asked to coordinate a telephone outreach ministry for our church community to help keep us connected during these challenging times. I am sending this email to members of the visitation team as well as others who have been identified to me as persons who might be willing and able to help with this.

What are we asking you to do? In a nutshell, take responsibility for staying in touch with a number of families by phone. I am sending this email to 28 Fairlawners. We have a list of 243 households on our rolls. If everyone on this email was able to help, this would mean taking responsibility for calling between 8-10 families.

I am preparing a template/script for us to use when we make contact - specifically to update folks on what is currently happening with respect to Fairlawn programming; to find out how people are doing; to identify those most vulnerable in our congregation who don't have a support network beyond our Fairlawn community; and to compile a list of Fairlawners who would like to be kept on a 'check-in' list to be contacted from time to time for support/fellowship while we are experiencing these times of social distancing.

Can you tell me if you would be willing to be part of this very important phone contact ministry team? Any members of the visitation team would be asked to continue to contact their usual folks, and I would add others from our household list to those names. For those of you who are not on the visitation team, please let me know if there are specific families that you would like on your list, and I will make sure to create the lists accordingly.

Thank you in advance for considering this request. I have been a member of the Fairlawn community for 35 years and in my experience, it is at times of adversity that Fairlawn shines. Now is one of those times!

Blessing to you all, and take good care!

Kathy Salisbury