

DRAFT BELLS CORNERS UNITED CHURCH BOARD MEETING MINUTES

MEETING: No. 12 - 2019 – 2020

DATE & LOCATION: Aug 19th, 2020 7:00 pm held virtually on zoom

PURPOSE: To carry out the business of BCUC Church Board

CHAIR: John MacFarlane.

PRESENT:

Lorrie Lowes	Norm Pound
Jordan Berard	Desna
Ellen Boynton	David Stafford
Bill Johnson	Will Wightman
Kim Vidal	

GUESTS: Sue M.

NEXT MEETING: Wednesday, Sept 16th, 2020

1. **Opening Remarks** Chair

2. **Devotions** Ellen

Ellen read to us about God being our Rock.

3. **Accepting of Corresponding Members** Chair

4. **Approval of Agenda** Chair

Norm moved we accept the agenda and Jordan seconded. Approved.

5. **Approval of Minutes – July 15th, 2020.** Chair

Jordan moved we accept the minutes and Lorrie seconded. Approved.

6. **Standing Reports**

6.1. **Ministers' Report** Rev. Kim/Lorrie

The report was received.

6.2. **Finance Report** Bill

No full report was needed over the summer. Bill will look into researching government grants and if he will report back to us in Sept.

6.3. **M & P Report** David Stafford

- 2020 budget will increase by 1.9% according to the United Church Budget Office
- We said farewell to Victoria Ogden and the application to pay the grant is in work.
- I am collecting a profile of what she did.
- In September we will start look at long range issues regarding staffing in the case of the Pandemic continuing into 2021.
- M&P needs at least one more member. So far, Rick and I are holding the fort. Jennifer must be on holiday because I cannot reach her. In September I want to start in earnest with an orientation on what M&P does – it would be good to have new members for that time.

7. **New Business** Chair

7.1. **EOORC Report – Attached: BCUC Reopening Report to EOORC.docx**

~~Whit got back to us on our report and wished us well. (submitted and approved)~~

7.2. Building reopening subcommittee (docs)

C.E.&Worship committee has some concern on recruiting enough ushers for our Sept service. We are asking people to register a week before the service and line up outside as guidelines require. The service will be part live (and interactive) and part video presentation. Offering plates will not be passed but in the narthex. There will be no socializing as part of the service (coffee time).

We'd ask that people who want to socialize to do so with distancing outside with masks after the service. Some details still need to be ironed out. Pew cushions were mentioned. The office Ellen and Ruth were going to reach out to members without online communication to offer first rights to the places available.

Jordan made a motion for the board to approve the plan of the building reopening subcommittee to provide a worship service on Sept 6th. Seconded by Lorrie. Approved.

7.3. Registration form for in-person services with sign in sheet

This will come out tomorrow and can be discussed via e-mail.

7.4. Tasks for ushers on 6th September service – Attached: Tasks for Ushers.docx

Has been discussed above.

7.5. Screening procedures – Attached: Screening Procedures-Version 2.docx

7.6. Washroom policy – Attached: Washroom Access.docx

7.7. Contracts for users, with waiver forms – Attached: Draft of Agreement – Waiver for Group Rentals rev1.docx

7.8. Contact tracing form

Questions asked between section 7.1-7.8:

- Any provisions for drop ins? It was discussed that we had wanted people to pre-register. If there was space once everyone else who had registered was seated, it might be possible. John suggested that for the first service we follow the rules and only take registered people.
- How will people register who do not have internet? Ellen has offered to take documentation/waivers around to any who want to come.
- What happens if we do not get enough Ushers? We need at least one person outside until we start to let people in. Kim and Lorrie could also help if there are not enough volunteers.
- What is the provision for bad weather and people cannot line up? We would still have to line up.
- What if a bubble of 5 or more show up? We will set aside several pews for larger groups if needed. – Attached: BCUC Sample Pew Plan.pdf
- How many people do we have line up per mark outside? If a larger group shows up they can take up two(or more) marks.
- Can we open the normal washrooms? Currently we had the usher sanitizing the washroom. This would be an issue. John will examine this further with staff.
- Had a number of questions on use of the building after we are opening up, traffic control and cleaning.
- Office hours were discussed for staff. Ellen's comment was that if we have the work she'd be willing to work the hours.
- Will the Church doors be open after the 6th for rental space users or doing the day? We plan to leave the doors locked and opened intentionally.

7.9. Portico Project**Ellen**

- The Portico Project is finally moving forward. The Architectural Draftsman has provided his initial design concept for the Portico. To save money during construction, the project team has further simplifying the roof design to eliminate some costly details which did not add significant esthetic value.
- On Bob Wright's return from vacation, the details have been finalized and provided to the Architectural Draftsman. Once these plans are developed, they can be shared with the board as we proceed with obtaining the building permit with the City of Ottawa.
- Based on the architectural drawings, the Portico project team will prepare a revised financial budget so there will not be any cost surprises as we move into the construction phase.
- If you require further information do not hesitate to contact me.

7.10. Labyrinth**Sue**

A big thanks to the work done on the Labyrinth to Sue as we'd seen the picture of her working hard on it.

The outdoor Labyrinth was power washed (thanks to Neil) and stained. An e-mail from Neville about polymorphic sand which might be needed between bricks.

Regarding progress on the interior Labyrinth, I understand the cleaners will strip the labyrinth area Monday after 300, I will look at it and touch up on Tuesday. The cleaners will wax Wednesday or Thursday and voila

7.11. Gym Floor**Neville/Ross**

We've seen pictures of it being torn up, the concrete was in great shape and the tile is here and is being laid.

7.12. Shalom Room Update**Ellen**

Chairs will be delivered tomorrow. An invoice will be coming for the chairs.

8. Other Business**8.1. Devotions:** for Wednesday, Sept 16th, 2020**Chair**

Jordan volunteered to do devotions.

8.2. The board asked the building subcommittee to decide on their plan on the fall. The documents will need to be kept up-to-date.**9. Next Meetings:****Chair****9.1. Regular Board Meeting** – Wednesday, Sept 16th, 2020.**10. Closing Prayer****Rev. Kim**