

ST. JOHN'S EV. LUTHERAN LATVIAN CHURCH OF TORONTO

200 Balmoral Avenue, Toronto, ON. M4V 1J6

Tel.: (416) 921-3327

MINUTES OF THE REGULAR CHURCH COUNCIL MEETING #613

Thursday, November 19, 2020 - 7:00 p.m. via Zoom

Present:

Karlis Vasarajs (Chair)	Astrida Ezergailis (Secretary)
Anne Reinbergs	Anda Kuksis-Kalviņš
Ieva Osis	Larry Gifford
Lilīta Tannis	Mara Strazdins
Ruta Silins	Raimonds Rūtītis
Gunta Reynolds	Amanda Sebris

Regrets: none

Staff: Rev. G. Grietiņš
Inta Bāze
Normunds Goba

Committee Reps: none

Call to order: 7:11 pm. **Opening prayer:** Rev. Grietiņš

1. **Acceptance of the Agenda:** Chair tables #10 <20-min brainstorming session> due to insufficient submissions.

Moved: Lilīta Tannis

Seconded: Ruta Siliņš

Motion Carried

2. **Review and acceptance of Minutes**

a) Previous Council Meeting Minutes October 22, 2020

Motion: To accept the Minutes for Oct. 22, 2020 meeting #612 with **amendments:**

- #4 - Reformat to make Admin/Treasurer's Report #5, renumber following points accordingly
- #10(b) - Remove redundant [Send in email to A Ezergailis and K Vasarajs ahead of next Board meeting.]
- #10(g) - Remove [Suggestion] from both points, and add "Inta Bāze to consult with Beta Ludviks to learn digital signature creation, and draft cards to be sent"

Moved: Larry Gifford

Seconded: Raimonds Rūtītis

Motion Carried

3. **Clergy Update:** See written report.

Rev. Grietiņš requests comments/contributions for website content. (Potential resource for video/tech assistance: Mareks at Latvian Centre. Karlis can contact.)

Action:

- I. **all Council members** to check website, submit content suggestions. **Larry** to request input from Bible group.

- II. Re editing technical concerns: **[Mac. Grietins]** request website developer, Arnis Miķelsons, to drop in a blog option to deal with announcements, events, that won't interfere with the main structure.

4. Chair's update:

- a. Thank you to Māc. Grietiņš and Saulaine participants for Nov. 18th video submissions.
- b. Nov. 18th action "Palīdzības saiņi" – Thanks for financial contribution and volunteer assistance with distribution.
- c. apology for last minute decision re Indra Mertens & cancelling in-person service Nov. 15th.
Action: COVID-19 Committee to make the recommendations going forward. Use LatvijaAmerika newspaper, email, phone list to communicate changes. Committee has a list of usual attendees to contact.
- d. Saulaine committee discussion – appreciating discussion.

5. Administrator's /Treasurers Report

- statements sent for review; by year end everything should be in place; balance sheet; items to note: Edward Jones acct down to 152,000 (drawn off 3rd and final payment for Saulaine septic system payment)
- 6 yr comparison for Church and 4yr for Saulaine; list of capital & maintenance projects on the books for several years, some completed, some waiting for costing [Lilita: Offerings and Givings is projected significantly higher – Norm: is a 'wish for' not necessarily realistically expected] [Anda: 6 yr comparison – net operating total ; what does that mean? operating at a \$200,000 deficit every year. KV: important to analyse the items driving the deficit. eg offerings – why? Look 5 years back and 5 years forward.]
- 2 issues currently for discussion : Mac. Health & Dental – plans are being shifted. Request to upgrade increase of \$31 / month. KV to **table for Finance Committee** (items within a certain range)
- Saulaine superintendent's house roof repaired; tractor needs \$2,650 for new tires; power outage of 22 hrs – requesting back-up generator. **Table for Finance Committee**
- requesting MasterCard with approved amounts in total 2,500. Norm / Davis / Richard. [FC (responsibilities – independent threshold for spending. needs 3 members, unanimous decisions. Threshold on operating costs]

6. Governance, By-laws and Council responsibilities

- a) Relationship to Carter & Associates
- b) 10.14 Installment by Pastor (clearly COVID-19 has complicated carrying this out, but in terms of significance, precedes any signing of confidentiality documents)
- c) Contradiction between 11.12 (referring to In-Camera aka confidential matters) and 11.13 Confidentiality (appears to render _everything_ a confidential matter)
- d) some Council members (AE) have reservations re Duty of Confidentiality document, pending clarification re c) above

Action: AE meeting minutes in website; KV to clarify what is In-Camera (some boards reserve regular In-camera time to avoid dramatic departure)

[due to time constraints, KV moves Saulaine update to #7 – no objections]

7. Saulaine update: see doc for complete report

- a) Camp – rethinking how we serve/engage community (cf document) [AE - how do we transport our elders safely?]
- b) Suspend camp for this year? – other programming in its place; clear communication with relevant parties

8. Composition of 2020-2021 committees.

a. Scope of committees:

- Finance: Givings/Donations; Budgets; Investments; Long-term planning; Arrears/Bequests 1. Any single R&M or capital expense up to \$10,000 to a maximum cumulative total of \$20,000 over annual budget. 2. Non-capital expenses up to \$5,000 to a maximum cumulative of \$10,000 over total annual expenses. All approvals require 2/3 committee members' approval. Further budget requests require board approval. Approvals to be included in board update every 3 months. Min 3 members. Appointed: Treasurer, Raimonds, Anda, Karlis – will come back with key approval functions for our consideration. (can incl. non-Council member)
- Membership: Member register ; Solicit new members Currently one committee member: Ruta Silins

b. Committee membership – limited to Council member involvement or open to Church member involvement? - **tabled**

c. Internal review (Revizijas) committee - **tabled**

d. Appointment of Committee leadership:

Covid committee – regulations, health&safety practices, coordination with pastors & staff Ieva Osis, Ruta Siliņš

Governance & By-laws – Compliance by Council; Terms of by-laws; By-law relevance/updates Astrida; consult with Karlis Vasarajs Sr.

Liaising with Sv. Andreja Draudze – Anne Reinberga, Karlis Vasarajs + Someone from congregation

9. Other Business

- a) **Motion: Finance approvals:** 1)Credit Cards (Norm/Davis/Richard) 2,500 ; 2)Approve Dental plan increase for Māc. Grietiņš; 3)Approve purchase of Saulaine tractor tires ; 4)Add Karlis Vasarajs as 2nd Signatory with Edward Jones^[AE1]

Moved: Raimonds Rutitis

Second: Karlis Vasarajs

Approved by acclamation

- b) Operations & Building Management committee: (for 200 Balmoral)
Review/coordinate/implement facility mgmt ; Building / Capital project management
Chair + Ruta ; Mara Jansons willing to consult
- c) Questions on financial statements / 5-year income statements - **tabled**
- d) 2021 Financial Budget Input - **tabled**
- e) Liaising with Sv. Andreja Draudze – addressed #8(h)
- f) Planning for Christmas Services – **tabled**

Future Meetings

December 17, 2020 7pm

Adjournment 9:42

Moved: Karlis Vasarajs

Seconded: Anda Kuksis-Kalviņš

Chair:

Secretary: A