

**MINUTES OF THE OFFICIAL BOARD
OF SYDENHAM-HERITAGE UNITED CHURCH
On Wednesday, October 1, 2020**

Present: Sharon Davidson, Norma Janzen, Larry Pickard, Darrell Picketts, Rev. Paul Shepherd, Lois White, Lorne White, Yvonne Wright.

Absent: Sue Cross, Shelley Grisdale; Bella Leighton, Gail Merritt, Jacquie Scatcherd, Ron Stinson, Terry Matheson

Guest: Lyle Sylvester

Darrell called the meeting to order.

Darrell lit the Christ Candle.

This special meeting was called prior to the next regular board meeting to address three items:

1. Recommendation of the Music Director Search Committee
2. Recommendation of the Reopening Committee
3. Audio-Visual equipment installation update

A) Audio-Visual Equipment update presented by Lyle Sylvester

- During the installation process, it was discovered that the control for the projector and the wires feeding the main speakers have been chewed and destroyed by squirrels
- The cost to repair these items is \$1,209.00
- Currently the screen and monitors (2) at front of the sanctuary have VGA connections
- The new TV has HDMI connections
- VGA & HDMI are not compatible
- The screen, the monitors and the TV in the kitchen and the video feed to Calder Hall all require upgrading to HDMI
- The cost will be \$4,510.00
- There is a projected surplus in the original budget for this project of \$1,000.00
- This brings the request at this time to an additional \$3,510.00 plus the repair above for \$1,209.00
- Discussion

Motion to commit another \$3,510.71 to the completion of the project as detailed above moved by Larry Pickard and seconded by Yvonne Wright. Carried.

- Concern was expressed about future damage....committee feels this will not occur given previous repairs to keep rodents out of the building

B) Search Committee Music Director

- In December 2019 the Search Committee was formed at the request of the Board
- By March when COVID happened the committee had narrowed its section to two potential candidates
- Both applicants were invited to provide music supply until September and while both agreed, later one backed out citing lack of confidence in technology requirements
- Since July Trevor Dalton has provided music for our worship services, introduced us to music recording programs
- The committee is recommending the Board support and approve the offer to Trevor Dalton the position of Sydenham-Heritage's new Music Director

Board Meeting October 1, 2020
2020-159

- Trevor is currently paid as a supply musician (based on approximately 8 hours/week). Trevor in fact spends between 12 and 15 hours/week working on behalf of Sydenham-Heritage United
- Utilizing the RCCO pay scale: this is the recommended pay scale
15 hours/week x 50 weeks = 750 hours/year
Based on: annual income as per RCCO level 3 = \$21,064.00
 $21,064/750 = \$28.08/\text{hour}$
Or
 $28 \times 15 = \$420.00/\text{week}$
Or
 $\$420 \times 50 \text{ weeks}/12 = \$1,750.00/\text{month}$
- We recommend the contract provided to Trevor be re-negotiated once in church worship and choir practices resume as this would change his expected working schedule
- Motion to accept the recommendations of the Search Committee as outlined above and make the offer to Trevor Dalton to be the Music Director of Sydenham-Heritage United Church moved by Lois White and seconded by Norma Janzen. Carried unanimously.

C) Re-Opening Committee Recommendations

- The “How to be church safely, version 4” was circulated for review by the board
- Paul provided highlights for the board
- It was hoped that the church would reopen in October when improvements in the sanctuary were completed
- Masks would be required by all in the church building
- Only exception would be when church secretary is alone in her office; when others are working in the church building and distanced by 2 meters, when sitting to eat or drink
- Records would be kept of all who participate in worship or meetings for one month for the purpose of contact tracing
- Building rentals will not occur
- Sanctuary capacity would be 30% and require pre-registration to attend
- Entrances will be limited to Sydenham Street and Dundas Street doors
- Distancing will be enforced in sanctuary, no printed materials, no communion, no Sunday School
- No singing, no coffee, no visiting
- Cleaning will occur between room use therefore, booking of meetings will need to be done through the office to ensure there is time to clean
- **Discussion**
- **Decision:** While the board appreciates the work of the committee, there is hesitancy/reluctance on the part of the board to reopen in light of the Second Wave at this time; there is enthusiasm and genuine wish to be able to worship together, however, the potential risks present are too great at this time
- **Follow Up** – the board is interested in knowing if there are members who could be assisted to engage with worship on line or through telephone connections. Rev. Paul was not able to provide any information to the board with respect to the Pastoral Care Phone Tree when board asked who was being contacted and connected with.
Paul to report back to the board from the Pastoral Care Committee at the next meeting to advise if there is further outreach to members who are not currently engaging in the worship services.
Paul to bring the feedback of the board back to the Reopening Committee

Board Meeting October 1, 2020
2020-160

Updates

- Bazaar is cancelled for this year
- Sanctuary floor looks amazing
- Anne Walker needs to step off the board due to work commitments. Terry Matheson will represent the Communication Committee on the Board moving forward
- The lack of participation by Outreach was raised again, Sharon will seek out another representative to the Board from Outreach. Larry will advise Shelley that this will be occurring.
- Paul suggested a “take away turkey dinner” or online auction be considered.

Meeting adjourned

Paul closed the meeting in prayer.

Sharon Davidson, Co-Chairperson

Darrell Picketts, Co-Chairperson

Jacquie Scatcherd, Secretary