## 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**

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| --- | --- | --- |
| **Present:** | Karlis Vasarajs (Chair)  Anne Reinbergs  Ieva Osis  Lilita Tannis  Ruta Silins  Gunta Reynolds | Astrida Ezergailis (Secretary)  Anda Kuksis-Kalviņš  Larry Gifford  Mara Strazdins  Raimonds Rutitis  Amanda Sebris |
| **Regrets:** | none |  |
| **Staff:** | Rev. G. Grietins  Inta Baze  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:** Lilita Tannis

**Seconded:** Ruta Siliņš

**Motion Carried**

1. **Review and acceptance of Minutes**
2. **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 Baze to consult with Beta Ludviks to learn digital signature creation, and draft cards to be sent”

**Moved:** Larry Gifford

**Seconded:** Raimonds Rūtītis

**Motion Carried**

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

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

1. **all Council members** to check website, submit content suggestions. **Larry** to request input from Bible group.
2. 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.
3. **Chair’s update**:
   1. Thank you to Māc. Grietiņš and Saulaine participants for Nov. 18th video submissions.
   2. Nov. 18th action “Palīdzības saiņi” – Thanks for financial contribution and volunteer assistance with distribution.
   3. 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.

* 1. Saulaine committee discussion – appreciating discussion.

1. **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 realisticaly 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]

1. **Governance, By-laws and Council responsibilities**
2. Relationship to Carter & Associates
3. 10.14 Installment by Pastor (clearly COVID-19 has complicated carrying this out, but in terms of significance, precedes any signing of confidentiality documents)
4. Contradiction between 11.12 (referring to In-Camera aka confidential matters) and 11.13 Confidentiality (appears to render \_everything\_ a confidential matter)
5. 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]

1. **Saulaine update:** see doc for complete report
2. Camp – rethinking how we serve/engage community (cf document) [AE - how do we transport our elders safely?]
3. Suspend camp for this year? – other programming in its place; clear communication with relevant parties
4. **Composition of 2020-2021 committees**.
5. Scope of committees:

* Finance: Givings/Donations; Budgets; Investments; Long-tem 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

1. Committee membership – limited to Council member involvement or open to Church member involvement? - **tabled**
2. Internal review (Revizijas) committee - **tabled**
3. 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

1. **Other Business**
2. **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

**Moved:** Raimonds Rutitis

**Second:** Karlis Vasarajs

**Approved by acclamation**

1. Operations & Building Management committee: (for 200 Balmoral) Review/coordinate/implement facility mgmt ; Building / Capital project management   
   Chair + Ruta ; Mara Jansons willing to consult
2. Questions on financial statements / 5-year income statements - **tabled**
3. 2021 Financial Budget Input - **tabled**
4. Liaising with Sv. Andreja Draudze – addressed #8(h)
5. Planning for Christmas Services – **tabled**

**Future Meetings**

December 17, 2020 7pm

**Adjournment 9:42**

Moved: Karlis Vasarajs  
Seconded: Anda Kuksis-Kalviņš

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Chair: Secretary: A