

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 #614

Sunday, December 13, 2020 - 2:00 p.m. via Zoom

Present: Karlis Vasarajs (Chair) Astrida Ezergailis (Secretary)
Anne Reinbergs Anda Kuksis-Kalviņš
Ieva Osis Larry Gifford
Lilita Tannis Mara Strazdins
Ruta Silins Raimonds Rutitis
Gunta Reynolds

Regrets: Amanda Sebris

Staff: Rev. G. Grietins
Normunds Goba

Committee Reps: none

Call to order: 2:10 pm.

1. Acceptance of the Agenda:

Moved: Lilita Tannis

Seconded: Ruta Siliņš

Motion Carried

2. Review and acceptance of Minutes

a) Previous Council Meeting Minutes November 19, 2020 #613

Motion: Not accepted – deferred to next meeting, along with follow up of action items

3. Clergy Update:

See written report.

4. Chair's update:

a. Report on connecting with council members, will complete follow-up by end 2020.

b. Saulaine septic in process of resolution

c. Finance Committee needs budget proposals – to be done with budget end of Jan 2021.

Action: input from **all committees + staff with budget lines:** plans & review

5. Administrator's /Treasurers Report

Actions:

i. **Karlis, Norm, Anda:** clarify 'duty of confidentiality'

ii. **all council members:** delete Givings document unless on Membership/Fundraising committees

iii. **Membership/Fundraising committees:** mark Givings document as CONFIDENTIAL

- **Noted:** Administrator/Treasurer to provide Monthly Financial statements by 15th of each month (revisit by-law): Provide summary account as well as detailed account.

6. Composition of 2020-2021 committees.

[see excel doc Copy of Committees and Duties v1 20201119 for complete listing]

- a. Finance: Anne R. joining (5 members)
- b. Membership: Ruta, Larry, Astrida
- c. Fellowship/Outreach: Ladies' Auxiliary (Dāmas)/Maija
- d. Aprūpes grupa: Māc. Grietiņš **Action: Larry confirm Maris Lasis; Karlis confer one-on-one w/ ML**
- e. Saulaine: Lilita, Anne, Amanda, Peter Mashin, Astrida
- f. Operations/Facilities: Ruta, Anda
- g. Communications: Ieva (Vēstis); Māc. Ģirts (Website); Davis (Sign); Inta (media)
- h. Christian education: Larry, Inta, Māc. Grietiņš
- i. Policies/Procedures – eg. privacy policies; financial; covid; assisted access; gov't required; rental **Action: Norm forward existing list to Finance Committee**
- j. Worship: Ieva (Perminderi); Larry (Ansambļis)
- k. Ecumenical ChurchesOnTheHill: Inta Gifford
- l. Collaboration (St. Andrews): Anne, Karlis, Lilita
- m. Management: a. HR – Chair/Vice-Chair; b. Compliance; c. Rental policies – **Action: KV to communicate to all staff where to direct HR concerns**
- n. Fundraising: Mara, Lilita, Anda **Action: Discuss roof fundraising to be extended to St. Andrews congregation.**
- o. Ladies – see Fellowship
- p. Gov / By-laws: Astrida, Karlis Vasarajs Sr.
- q. Audit/ Rev Com: **Action: Astrida check by-laws re inviting membership; depending on findings, add invitation to congregation participation for vestis end December**
- r. Covid committee : Ieva, Ruta (includes coordinating with St. Andrews Administrator Sarma Gaide)

Motion: accept appointment of Committees and duties as outlined

Moved: Larry Gifford

Seconded: Raimonds Rutitis

Approved by acclamation

Action: Committees to send report 1 week ahead of monthly meeting to Inta Baze to coordinate dissemination of updates Recommendation for Committee report content: bring forward recommendations, particular questions, ie make good use of time.

7. Saulaine report:

- Peter (SMC) is overseeing Septic Project with Raimonds (FC). SMC is seeking new septic contractor to finish project.: Gunnell (engineer) must sign off at each stage of project before money issued for next stage.

Motion: Finance Committee to take charge of contract in managing day-today funding requests; full Council review required for approving overages and contingency planning.

Moved: Lilita Tannis

Second: Gunta Reynolds

Approved by acclamation

8. Other Business

- a. Financial statements: Donations – Offerings for church (aiming for \$160,000, although historically actuals were half that)

- b. Pastor's report: Planning for Christmas services: responsible for pre-recorded services on December 20 and Christmas Eve 24. 3.00PM

Also, together with Discussion group, Zoom service on December 25. 11.00AM

Delivering Christmas cards with Vards un Lugsana to church members

Action: Mac. Grietins update website with details for upcoming services, including general details re worship.

Thanks to our Dāmu komiteja for decorating our Church.

- c. Minuteing the Dec. 12th emergency vote-by-email on Saulaine septic project:

Background - The scope of work under consideration that requires our attention:

- i. Engage with Gunnell to inspect the site and report on the quality/quantity of the work completed with Steve
- ii. Engage on an hourly basis with the subcontractors to complete the weather-sensitive scope
- iii. Negotiate with sand/tanks suppliers to secure the downpayment paid by Steve on our behalf
- iv. Discuss with Gunnell options for engaging a project management resource
- v. Terminate Steve's contract. Consider legal options.

Motion: approve appointing the Finance Committee (Raimonds, Anda, Norm, Anne and Karlis) to assess and act on a contingency plan. Budget requirement over the next two weeks is approximately \$5,000 for items #1-5.

Moved: Karlis Vasarajs

Seconded: Raimonds Rutitis

Approved (via email) by clear majority; no objections noted.

- d. **Action: Norm provide list of all signing authorities to all Council members**

9. In-Camera items

Adjournment 5:22



Astrida Ezergailis
Secretary

Karlis Vasarajs
Chair