

**KUC Administration Committee Meeting
ZOOM Meeting**

Meeting – December 2, 2021

Present – Jack Nancekivell, Donna Mowry, John Phillips, Ralph Knowles, Gregg McClelland, Gord Dunbar, John Brash

Regrets – Julia Metzger

Guest – Judy Zarubick, one of the Booking Facilitators

Opening Prayer – Gord opened with a prayer.

Judy, on behalf of the Booking Facilitators, put forth a recommendation that we change the heat controls in the Sanctuary and the Fellowship Hall and program them to 18 degrees C. Property, Jack and Ralph, agreed to look into this. John Phillips has some programmable controls he would donate.

Minutes of the November 4, 2021 Meeting –

MOTION to accept the November 4, 2021 minutes as circulated.

Moved by: Jack Nancekivell

Seconded by: Ralph Knowles

CARRIED

Correspondence – None at this time

Treasurer's Report – Prepared and presented by John Brash

John Brash reviewed his submitted report. Currently have \$26,216.31 for available funds.

The cost of the Memorial Wall has been fully covered by donations.

The two motions made by the Administration Committee at the November 4 meeting regarding the signing authority at the bank were not approved by Council so the current policy is still in effect.

It was decided that a subcommittee of Administration would work on a new proposal to be brought to Council on December 14, clearly stating all security measures which would be in place if we allowed only one signature.

Donation Steward's Report –

No Report – John Phillips is on holidays but did join our meeting through Zoom.

Property Report – Prepared and presented by Ralph Knowles

Ralph reviewed his submitted report.

Bernd Portz has agreed to remove the vertical light bar above the organ and the piano as well as replacing a light bulb at the main entrance.

Westario has now switched us from an Industrial category to Time of Use, hopefully reducing our payments.

Our original verbal agreement with Epcor was that if we had the pipeline installed and didn't hook up within a year, we would pay a \$500.00 installation fee. Epcor has now increased this fee to \$2266.28.

Old Business –

Update on Insurance – Gregg stated that at the Trustees meeting he made a motion to bring forth a proposal to Council that we increase our deductible from \$2,500 to \$10,000 on the Property Portion of

our Insurance Contract (which is the majority of it) and the cost savings will be 10% - which is a savings of \$957.00 plus 8% tax or \$1033.56 in annual savings.

2022 Budget – must be sent to congregation this week to prepare for Dec.12 Budget meeting.

New Business –

Stewardship Response Forms – Donna mentioned that the forms couldn't be fully completed on-line so had to be printed, completed and returned to the office.

Facebook:

MOTION that we proceed with the Facebook Presence, orchestrated by David Skinner & John Phillips.

Moved by: Jack Nancekivell

Seconded by: John Brash

CARRIED

Adjournment – Gregg moved for adjournment at 11:35 am

Next Meeting – **Thursday, January 6, 2022 at 10 am, via ZOOM**

Administration Committee – Secretary for the Meeting

Administration Committee – Member of the Committee