

ESG Governing Council Meeting Minutes

Date: November 18th, 2025

Time: 7:00 pm

Location: Hybrid (in person and Teams)

Present: Marion Axmith, Bob Blair, John Blevins, Gord Brookes, Caren Cate, Hugh DesBrisay, Kathleen Hull, Paul Hutchison, Gord Thompson, Peter Wilkins, Maggie Wilkinson

Guests: Simon Cummings, Colin Chungshik Kang, Janet Hardy, David Trick

Regrets: Susan Moore

1. Opening

- Meeting was called to order by the chair
- Reflection on Advent themes: waiting and hope.
- Prayer led by Paul

2. Paul's Accountability Report

- Worship planning for Advent and Christmas is progressing well.
- AI tools being used for planning and strategic alignment
- Eventbrite promotion focus for Advent 4 and Christmas Eve services.
- Website issues being resolved – maintenance required to address some glitches
- Staff workload is well-managed compared to previous year
- Jibble app being tried for custodial scheduling, tracking shifts and task allocation to address gaps particularly for rentals

3. Approval of Minutes

- Motion to approve the Minutes of October 21 2025 Council Meeting as circulated with minor typos corrected. (Moved by Maggie, seconded by Caren) **Carried**

4. M&P Report (Bob Blair)

- Dipali and leads contracts finalized and signed
- Carolyn Woodland we will be assuming the chair in January 2026

5. Organ Replacement Project Update (David Trick)

- Phase 1 (East chamber) is nearly complete; delays have been due to summer scheduling and missing piece of expression box.
- Contingency fund will be used for the box replacement (\$5,654).
- Phase 2 (West chamber & console) is scheduled for summer 2026; planning will start earlier.
- Financials on track; fixed-price contract ensures cost control
- David is asking that groups be sensitive to scheduling events / work in the sanctuary from June through August to prevent delays with next phase of work

6. Strategic Direction & Performance Metrics (Janet Hardy)

- Reviewed five strategic pillars.
- Brainstormed success indicators: attendance growth, volunteer engagement, outreach participation, communication effectiveness, financial sustainability.
- Discussed surveys, quantitative and qualitative feedback, and participant journey mapping.
- Volunteer recruitment, mentoring, and diversity.
- Ideas for new worship opportunities and outreach events.
- Consideration of LGBTQ+ prayer group and expanded programming.
- Need to establish what to track, how to track it, and how/when to celebrate success

7. Action Items

- **Paul:** Share AI integrity prompts with interested members.
- **MJ:** Coordinate sanctuary scheduling for organ work and rentals.
- **Janet:** Develop draft framework for performance metrics.
- **Peter & Pastoral Care/ Hosting Teams:** Prepare ambassador calling plan for early 2026.
- **Janet:** Create Revenue Generation team to create integrated revenue strategy.
- **All Members:** Engage newcomers intentionally; build relational data – shared accountability for invitations, volunteering, reaching goals
- **Janet:** Create a support team for Shawn + Music

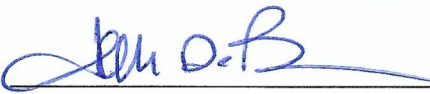
Support team for Paul established: Christine Lawson and Janet Walker

8. Next Meeting

- December 16, 2025 at 7:00 pm. Closing prayer – Maggie

9. Closing

- Prayer by Bob
- Meeting adjourned at 8:45 pm

Chair: 

Hugh DesBrisay

Note taker: 

Maggie Wilkinson