

Trinity United Church Official Board Minutes – January 11th, 2022

Mission: To Grow in Faith, Fellowship and Service with Christ Jesus

Present: Jason Splett (Chair), Al Friesen, Alan Silvius, Alison Murray, Barry Hill, Connie Haigh, Darlynn Smith, Reverend Doug Neufeld, Irene Thompson, Miranda Edwards, Murray McMillan, & Donna Neufeld (Recording Secretary).

Todd Kruk joined the meeting at approximately 7:32 p.m.

1.0 Jason welcomed everyone to the meeting and called the meeting to order @ 7:08 p.m.

2.0 Jason read the Covenant of Leadership and led us in prayer. Jason noted that Todd sent his regrets.

3.0 Murray added an agenda 8.4 – Property update under Committee Updates

Motion 1: Alan Silvius approved the January 11th, 2022 agenda as amended. Al Friesen seconded the motion. CARRIED

4.0 Motion 2: Irene Thompson approved the December 14th, 2021 minutes as presented. Barry Hill seconded the motion.

CARRIED

5.0 There was no correspondence this month.

6.0 Finance Report – Eden sent out the year-end Finance Reports. There was a discussion on expense lines when there is coverage for an absent musician. Reverend Doug made a comment that income was soft for December.

7.0 Minister's report –

- Reverend Doug noted that it was great to be worshipping in person for Advent and said it was unfortunate to be closed again. There were approximately 60 in attendance for in person worship and about 100 for virtual views. Christmas Eve service had approximately 210+ views. Pride Sunday, June 6th had the most views for 2021 at 246.
- Tech has been going smoothly for December. In Ken's and Carol's absence, volunteers were brought in to assist and had to be trained on the equipment. Reverend Doug recommended that the production circle be expanded, and a regular rotation is completed in order to grow experience.
- Eden, new church secretary, is working out quite well. She is doing a great job organizing the office files, learning her duties and updating the church website. She is also working on improving the church's social media presence. The Trinity's website should be kept current, more user-friendly and used as a resource for all church events, pictures, board meeting minutes, etc.

- Reverend Doug gave an update on the sale of Central United Church.
- Reverend Doug has started working with the Regional Committee on Faith Support, which is in the process of creating a list for Collaborative Ministry Arrangements, to gather information for potential new partnerships with other churches.

8.0 Committee Updates –

8.1 E & D Committee (Al Friesen) – Al noted at the last Trinity Board meeting it was suggested that the Committee propose a change in its description as the Church voted to become affirming in November 2021. For the first 3 years the Committee’s purpose was to take leadership in learning & discernment on whether the Church should become an affirming ministry; now that the Church voted to become affirming, the Committee will be moving in a different direction. Al invited the Board members to review the E & D report that was sent and provide any feedback to help guide the Committee’s direction. The Committee will be downsizing from 12 original members to 5 or 6 as the scope of the Committee changes.

- Al spoke to the draft description of the purpose and responsibilities of the Committee which was sent to the Board. The format used in the draft description document is modelled on other committees in the church. Comments and suggestions on the description are all welcome. Once the document has been reviewed and voted on by the E&D Committee, it should be presented to the Board for approval.
- Reverend Doug has been an integral part of the Committee and Al asked if the Minister of the Church could be designated as an ex-Officio member of the E&D Committee. There would be six members plus the minister and the convenor for a total of 8. Reverend Doug noted that Trinity does not have a precedence for the Minister being an ex-Officio on any Committee.
- The Chair requested that the Board members review the email Al sent earlier and provide feedback to Al.

8.2 Outreach (Connie Haigh) – Connie reviewed her report and noted Trinity did 2 hampers for members of the Trinity family. All other donations were taken to Christmas Cheer Board, who were very grateful for the donations. In the interest of safety for the congregation, the church decided against delivering hampers in 2021.

8.3 Pastoral Care (Darlynn Smith) – Darlynn noted there was a membership (Kathleen Gussie) transferred from Swan River to Trinity.

Motion 3: Moved by Darlynn Smith that the Board accept the new membership (Kathleen Gussie) transfer from Swan River to Trinity United Church. Miranda Edwards seconded the motion.

CARRIED

8.4 Property Report (Murray McMillan) – some of the ceiling tiles close to the kitchen came loose and fell. It is approximately 10 ft X 10 ft area that was required repairing. Most of the tiles have been put back into place, some will need to be replaced; and the electrician will be coming to ensure the lights are correctly installed and wired.

9.0 Additions to Agenda:

9.1 Trust Fund Policy (Alan Silvius) – Alan mentioned that this was discussed at the December Board meeting of the closure of the Trust Fund, funds were transferred to Trinity's General Fund. The Bequest Fund would replace the closed Trust Fund and the name would better represent the funds' purpose. Funds would be disbursed similar to the Memorial Fund, would not cover the regular & ongoing operations of the church but for specific projects that would need to be approved by the Trinity Board. A Trust Fund can be created later on, if required.

- The new Bequest Fund Policy will be reviewed at the February Board meeting.

9.2 Update FundScrip Fundraiser (Alan Silvius) – Alan noted that the order forms will be distributed on January 12th, and the church would have until February 2nd to place orders, orders would be sent on February 3rd and gift cards received by approximately February 9th.

- The next fundraiser would be close to Easter. Order forms would be distributed March 9th, order forms due March 30th, orders sent on March 31st and gift cards received by approximately April 6th. It was suggested that fundraisers for 2022 would be in February, March, June, September & November.

9.3 Re-opening the church (Jason Splett) – a motion was unanimously accepted by the Board to halt all in person services and choir rehearsals at the church. This motion would be reviewed, and further guidance given after February 8th Board meeting.

Motion 4: Moved by Miranda Edwards that the motion to halt all in person services, Sunday School and choir rehearsals be extended until the next Board meeting, February 8th, 2022. Connie Haigh seconded the motion.

CARRIED

If the number of COVID-19 infections were to drop significantly, the Board could decide to return to in-person service prior to February 8th.

9.4 Board Structure (Jason Splett) – there are currently 3 empty seats on the Board. A couple of these have been difficult to fill. The Chair opened the discussion with the following options (1) Amalgamate Committees, (2) Do

nothing and leave open, (3) Move to a Committee of the Whole, (4) Other ideas. It was decided to leave the Board as is for now and see what happens in the future. Reverend Doug will look at some examples and report back to the Board.

Motion 5: Moved by Miranda Edwards that meeting be extended for as long as needed. Darlynn seconded the motion.

CARRIED

9.5 M & P (Miranda Edwards) – Miranda stated that she has met with Gloria to transfer information of the M & P convenor position to Miranda. Miranda has not met Eden but have corresponded via email. First impressions are that she is extremely efficient.

- In the case of Eden's absence from work. If Eden is going to be absent at the last minute, she will leave an out of office voice mail message on the church's main line from her home. She has made posters available that will also be put up at the entrance door of the church saying the office is closed.
- Gloria & Miranda discussed the status of the staff during the closure of the church. Gloria recommended keeping Eden and Jim on staff.
- The music staff's contracts were discussed at the last Board meeting. Davis signed his contract on December 19th, 2021 but has not worked as a Choir Director as the church is closed.

Motion 6: Moved by Miranda Edwards that the Church continue to hire Davis Placatka at 2 hours per week to assist in virtual music until further notice. Todd Kruk seconded the motion.

CARRIED

- Holly's contract has not yet been signed. The Board discussed Holly's contract and resolved that her contract should include that when the church shuts down due to Public Health order Holly get paid for 3 hours per week, when the church is doing live services, she is paid 6 hours a week, and in the summer months she would be paid 4 hours per week.

Motion 7: Moved by Miranda Edwards that the Church continue to pay Holly Walker 3 hours a week for virtual music until further notice. Todd Kruk seconded the motion.


CARRIED

9.6 60th Anniversary of the Church and UCW (Jason Splett) – There will be a celebration in the summer to commemorate this event. The Chair requested Reverend Doug mentions it in upcoming services and Darlynn include information in the newsletter.

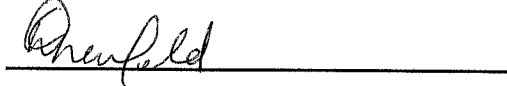
9.7 Sunday School Teachers (Jason Splett) – Jason noted that this subject was brought to his attention. When the church reopens there is a need for Sunday school teachers. Sunday school will now be held twice a month.

- Trinity United Brandon's policy states that all Sunday school teachers must have criminal record checks and child abuse checks that will be paid for by the church.

10.0 Covenant of Leadership and Closing Prayer – Jason recited our closing prayer and adjourned the meeting at 9:24 p.m. **Our next meeting will be held on Tuesday, February 8th, 2022.**



Chair of Trinity United Church Board



Secretary