

Trinity United Church Official Board Minutes – September 12, 2023

At Trinity United Church our Vision is to Grow in Faith, Fellowship and Service Through Christ Jesus. We believe that all people are children of God, and we embrace the fullness of our diversity in ability, age, ethnicity, gender, gender identity, race, sexual orientation, social economic status, or any other human division as we unite in worship and full participation in all aspects of our ministry. As a congregation we are all committed to surroundings that reflect safety and support in respect of social justice and human rights.

Present: Gloria McMillan (Chair), Alan Silvius, Barry Hill, Ken Winstone, Alison Murray, Denise Weir, Miranda Edwards, Darlynn Smith, Rev. Doug Neufeld, Glenda Penner (Recording Secretary)

Absent: Connie Haigh, Joy Bowman, Todd Kruk

1) Meeting called to Order at 7:00 by Gloria.

2) All members recited the Covenant of Leadership.

3) Approval of Agenda - The following items were added to the agenda

Item 9 - G) Fish Fry, H) Carpet Stairs, I) Kindred Works, J) Rental Concerns

Motion 1: Miranda moved, seconded by Alan that the Agenda be approved as revised. Carried.

4) **Motion 2:** Ken moved, seconded by Barry that the Minutes of the June 13, 2023 meeting be accepted. Carried.

5) Correspondence - None

6) Financial Report - Financial Reports were reviewed but not approved due to Todd's absence. It was suggested that Todd join us virtually or submit a written report if he is not able to attend the next meeting. It was noted that Bank Charges Jan - Aug 2022 were \$307 and in the same period 2023 were \$694, Office Expenses were higher due to paper purchase, and the number of copies was up. The Choir Director has submitted a timesheet and has been paid.

Gloria reported that Todd has submitted his resignation effective December 31, 2023.

7) Minister's Report - Rev. Doug reported that ConEd was fantastic and he hopes to continue to attend. Committees are up and running and attendance at

services has increased. Doug reported that RCCG has made an offer on a property which would mean a loss of income for Trinity.

8) Committee Updates:

- A) BA - Barry reported that Randolph Smythe has joined the committee. The committee is still 2 members short. Stewardship ideas are in the works and it was suggested that an Elevator donation plea be included.
- B) CE - Gloria read Lois's submitted report. Sunday school will start Sept 17, Youth S.S. on Sept 24. S.S. Cupboard has been cleaned and organized. Committee is open to ideas as to how to increase attendance and welcome new helpers.
- C) Equity & Diversity - Denise reported and report attached.
- D) M & P - Miranda reported and report attached.
Minister's Sabbatical - it was recommended that information be shared with the congregation.
Resignation of Caretaker Jim Hurd - effective December 29, 2023.
Committee is doing a Wage and Job Description review. Positions will be posted in mid October and Interviews in November.
- E) Outreach - Report submitted.
- F) Pastoral Care - Darlynn report submitted.
Motion 3: Darlynn moved her report as submitted, seconded by Alan.
Carried.
- G) Prairie to Pine - Alison reported.
2023 Prairie to Pine Regional Council Meeting Summary submitted.
- H) Property - Ken reported on the following issues
Cross from Alexander - lights need replacing at a cost of \$300. Rick Church offered to replace them at no charge for labor. Ken will discuss with Rick re the possibility of using LED Christmas type light at a reduced cost.
Kitchen & Foyer Lights - repaired by Rick.
Light Outside Southeast Corner near Camera - work ongoing, color of the roofing is causing light to go on and off and causes the camera to record at each motion.
Trinity Lawn Sign - ongoing.
Lawn tractor- Transmission running slow, oil needs changing. Needs servicing in Fall or Spring. Timing will depend on if it is needed for snow removal.

Snow Removal - Ken to get an idea of cost from several companies.

Front Door Lock - Lock has been repaired and is working.

Graffiti - Has not been cleaned or covered. Ken asked if the video had been shared with the Police and was waiting for the Police prior to cleaning it. Doug will follow up with Eden if Police have been contacted and if they need to see Graffiti.

I) Worship/Fundsript - Alan reported and the report is attached.

J) UCW - Darlyne reported that Gloria has been received as a Life Time Member. UCW and Friends will meet Sept 20.

Motion 4: Darlyne moved report and seconded by Alan. Carried.

9) Additions to Agenda:

A) Elevator Update - Cheque for \$34,282.24 has been submitted as first payment. Awaiting drawings and once complete further discussion on optional add-ons. Doug reported the possibility of Provincial Accessibility Grant has been looked at but would mean delaying work for approx 9 months in the "hopes" of getting a grant for roughly \$18,000. Any payments done prior to November application would not qualify. Committee felt elevator work needed to continue.

B) M & P - Policy Change - D

Motion 5: Miranda moved, seconded by Barry that the honorarium providing janitor/caretaker service for church rentals such as weddings and funerals be set at \$60 for set up/cleanup \$30 for rehearsals. Carried.

Motion 6: Darlyne moved, seconded by Ken that personnel doing Sound and Video be \$30 per person. Carried.

Eden to update Policies and submit information to Funeral Homes and update the Church website.

Property - Policy E-1 \$200 amount needs updating to the current market.

C) Shared Drive - Agenda items and reports are to be sent to Eden who will put them on the OneDrive for Committee members to review.

D) Death & Taxes - Tabled until October meeting.

E) Name Tags - A suggestion was made to look at offering magnetic name tags. Cost is \$7. It was suggested this could be a fundraiser and selling at \$10. This will be discussed further at the October meeting. Purchasing would be optional.

F) Fish Fry - It was felt that October 18, 2023 would be a good date. Gloria, Ken and Darlyne will work further on plans for this event.

Motion 7: Alison moved, Barry seconded that the meeting continue for 15 more minutes. Carried.

G) Carpet Stairs - Ken will contact Home Hardware for a quote to fix ripples in the carpet on the stairs, narthex, and office.

H) Kindred Works - tabled until the October meeting. Alison and Darlyne to gather further information.

I) Rental Concerns - ie Locking Kitchen, Cooler, Space used by Rentals, soundboard, microphone cord missing. Issues are ongoing. Doug is to draft a message to our renters regarding "leave as found". Gloria will review and send out on behalf of the Board. Kitchen - still issues, dishwasher switches were on, reservoir full. Gloria suggested the main switch in the furnace room be used to cut power to the dishwasher. RCCG Renters agreement is to use the kitchen once per month. Denise suggested photos be taken when issues occur and bill the renters for cleaning. Darlyne requested a camera be set up in the kitchen to monitor what is happening.

10) Covenant of Leadership and Closing Prayer – The Board recited the closing prayer and adjourned the meeting at 9:15 p.m.

Gloria McMillan
Chair of Trinity United Church Board.

Ken Kenner
Secretary.