

## *Trinity United Church Official Board Minutes – December 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:** Joy Bowman (Vice Chair), Connie Haigh, Alan Silvius, Barry Hill, Ken Winstone, Denise Weir, Alison Murray, Darlynn Smith, Miranda Edwards, Rev. Doug Neufeld, Todd Kruk, Glenda Penner (Recording Secretary)

**Regrets:** Gloria McMillan

1) Meeting called to Order at 7:01 by Joy Bowman.

2) All members recited the Covenant of Leadership.

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

8) F) Pastoral Care add Directory Update

9 J) Global Immersion Gospel Church (GIGC) Renter

9 K) EcoFitt Lighting

9 L) Building Rental Rates document

**MOTION 1:** Moved by Alan, seconded by Darlynn that the Agenda be accepted as revised. Carried.

4) Approval Minutes of Nov. 14, 2023 - Glenda noted that item 9) C) should have the “??” removed.

Item should read : 9 C) Letter Forrest Pastoral Charge - Rev. Doug has no personal concerns. Gloria will set up a meeting with Convenors of M&P, BA, Rev. Doug and herself as Board Chair to meet with Forrest to discuss the request.

**MOTION 2:** Moved by Connie, seconded by Barry that the Minutes be adopted as corrected. Carried.

5) Correspondence - None

6) Finance Report - Todd (Report attached)

Discussion regarding how income for Elevator is shown in financial statements for the purpose of receipts for donations.

Todd reported P & L November Net Income of \$28, 000.

Year to Date P & L Net Ordinary Income loss of (\$651) and Net Income loss of (\$15,000)

**MOTION 3:** Moved by Todd, seconded by Miranda that the November Financial Reports be accepted as presented. Carried.

6) Finance Report continued - Todd extended Thanks to Eden for preparing the Statements and Quickbooks all year.

7) Minister's Report - Rev. Doug  
Busy Advent season. Using Skit Guys videos. Doug noted that he has had 11 services in Dec/23. Prior to Covid he had 19 services including Care Homes. Rev. Doug will be away the last week of December and the Worship Committee will cover the December 31 service.

8) Committee Updates -

A) BA - Barry reported

**MOTION 4:** Barry moved committee recommendation of 4% increase for Rentals. Increase as follows:

Worship currently \$113.75 increase to \$118.00

Weightwatchers \$25 increase to \$26 per hour

Other Renters \$16.25 increase to \$17.00 per hour. Seconded by Miranda.  
Carried.

Glenda asked where the Rental Rates for Storage are written.  
The complete Rental Policy to be reviewed and approved at the January Board meeting.

Barry asked about the refund of the damage deposit to RCCG. It was noted the deposit could be returned once keys were returned and all belongings were removed.

B) CE - Miranda and Alison reported they were unclear regarding Convenor for next year. To be reviewed.

C) E & D - Denise (Report attached)  
Discussion regarding combining the committee with Knox. Alan expressed that Affirm United says we have our own committee. It was felt it was important to have a "stand - alone" committee. Sharing ideas with Knox is a great idea.  
Rev. Doug confirmed Membership fees have been paid.

D) M & P and Nominating - Miranda reported summer Office hours will remain unchanged.  
Rev. Doug is away last week of December, Eden will have holiday time

D) M & P & Nominating - continued

Dec 25 & 26. Miranda will cover office Dec 28 and Barry Dec 29. Alan is available if needed. Office will reopen Jan 2.

Nominating Committee - Gloria has agreed to remain as Chair.  
Pastoral Care has two new members. Treasurer remains vacant but discussions are ongoing. Convenors still needed for CE and E & D.  
Miranda will update the list for Congregational Meeting and forward to Eden.

E) Outreach - Connie (Report attached) Excellent response. Miranda and Rev. Doug noted an article by Brandon Sun on November 28 referenced Trinity Christmas Cheer efforts as well as a Facebook post.

F) Pastoral Care/ Directory - Darlynn (Report attached) Faye Wilcox and Myrna Lane have joined the Committee.

Directory - (report received) Darlynn will request additional photo dates for faithful attendees who have missed photo takes. Suggested that photos be completed by the end of January, 2024. There will be no cost for the additional photos taken by IPC. There would be a \$15 charge for photos taken by Darlynn and submitted. Pat Bowslough is assisting Darlynn.

**MOTION 5:** Darlynn moved, seconded by Alan that her report be accepted.  
Carried.

G) Prairie to Pine - Alison no report.

H) Property - Ken (Report submitted)

Eavestrough issue with possible leaking on the south basement wall, water stain. Await spring assessment.

Flashing over front door issue

Freezer plug - Rick Church stated new plug would be \$175, no labor cost.

Kitchen plugs - wired as "Residential" not "Commerical" so some plugs are on the same breaker and if two used at same time, kicks out the breaker.

Notices will be posted in the kitchen.

Furnace - heat exchanger being replaced on Thursday, \$2000. Ken noted we have two identical furnaces which could present the same issues.

They are on warranty parts and some labor. This is the reason for the increase in the Property Budget for 2024.

Flooring - Ken fixed the holes with epoxy downstairs.

Carpet stairs - stairs main floor to basement replacing carpet estimated

- H) Property - continued  
cost \$1873. Cleaning the stairs has loosened the glue and caused the wrinkles. Darlyne asked about exploring alternative flooring to carpet. Concern over slipping issues expressed. Ongoing.
- I) Worship/FundScrip - Alan (Report submitted)  
FundScrip earnings for 2023 will be around \$2700 and amount will be received before year end.
- J) UCW - Darlyne expressed concerns over the clarity of Rental Policy for Funerals. Discussed. Darlyne to draft proposed revisions for discussion at the January Board Meeting.

**MOTION 6:** Moved by Denise, seconded by Todd that all Committee reports be accepted. Carried.

9) Additions to Agenda:

- A) Meeting with Forrest United Church - Miranda, Rev. Doug, Gloria and Barry. Preliminary discussion has been held with Forrest.

**MOTION 7:** Moved by Todd, seconded by Darlyne to continue conversations with Forrest.

- B) Technology Manager Position - June - August/2024 . Alan presented a need for a person during Rev Doug's leave. Item to be addressed further at January Board meeting.
- C) Elevator Update - Rev. Doug reported the elevator to be shipped January 9, 2024. Fundraising is currently at \$36,300. Darlyne expressed congregants have expressed concern over fundraising v.s. money in accounts. Doug felt that he has been communicating the reasons why we are fundraising. Doug suggested referring any inquiries to his office.
- D) Budget - Budget reviewed line by line and changes made.

**MOTION 8:** Moved by Barry, seconded by Alison to continue the meeting.

**MOTION 9:** Moved by Todd seconded by Ken to accept the revised Budget.  
Carried

Todd will forward the Budget to Eden for preparation for the Congregational Meeting on Dec 17.

- E) Self Assessment Report - Alison reported Alan, Gloria and Rev. Doug and herself had prepared the report. (Report submitted)

**MOTION 10:** Moved by Alison, seconded by Connie that the Report be emailed to all Board members for review and comments returned to Alison Thursday Dec. 14 by 5 pm. Carried.

The Report is due to Prairie to Pine by Dec. 15.


- F) Items for Congregational Meeting Dec. 17, 2023 - No new agenda items. Discussion regarding a separate motion for each Committee be held rather than a motion for the full committee roster. Miranda to present the nominations for committees at Meeting.
- G) Death and Taxes - Alan reported the seminar will be held on January 22, 2024 at 7 pm. Further details in the Worship committee report submitted.
- H) Kindred Works - tabled
- I) Next Board Meeting will be held January 9, 2024.
- J) Global Immersion Gospel Church (GIGC) - Renters. Rev. Doug (Report submitted)


**MOTION 11:** Moved by Todd, seconded by Denise to accept the tenancy of GIGC at the rate of \$118.00 per week and the receipt of a damage deposit. Carried.

- K) EcoFitt- Rev. Doug (Report submitted) This is regarding replacing lighting to energy efficient lighting at a cost to Trinity of \$2520. Connie questioned whether there was a local company that could do this. Item tabled until the January Meeting for further discussion.
- L) Building Rental Rates - Rev. Doug. (report submitted) Discussed previously in item 8 A). Further review at January meeting.

Joy extended a thank you to Denise, Todd and Barry for their committee work as this was their final meeting with the Board.

10) Covenant of Leadership and Closing Prayer - The Board recited and the meeting was adjourned at 9:53

  
Board Vice Chair, Joy Bowman

  
Recording Secretary, Glenda Penner