

## *Trinity United Church Official Board Minutes – May 14, 2024*

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:** Randolph Smyth, Darlyne Smith, Denise Weir, Joy Bowman, Miranda Edwards, Gloria McMillan (Chairperson), Glenda Penner (Recording Secretary) Rev. Doug Neufeld, Faye McLoughlin  
Alan Silvius arrival at 7:53

### **Regrets** - Reg Atkinson

- 1) Meeting called to Order at 7:03 by Gloria.
- 2) All members recited the Covenant of Leadership and Prayer.
- 3) Approval of Agenda - Add items 9 g) Benevolent Fund and 9 h) Prairie Group.

**Motion 1:** Moved by Joy, seconded by Darlyne that the Agenda be accepted as amended. Carried.

- 4) Approval of Minutes - April 9, 2024

**Motion 2:** Moved by Denise , seconded by Joy to accept the Minutes of April 9, 2024 as circulated. Carried.

- 5) Correspondence - Rev. Doug noted that a letter had been received April 12 from Denis Gamble re EcoFitt and arrangements will be made to proceed.

- 6) Finance Report - reports received and reviewed.

**Motion 3:** Moved by Randolph and seconded by Darlyne to accept the Financial Reports as submitted. Carried.

It was noted that we hadn't had a spring dinner fundraiser and should look to have one in September, possibly 18 or 25. It was suggested that a note go in the next Newsletter looking for a Convenor.

- 7) Minister Report - report submitted. Of note was that the Zoom account would expire at the end of June. A Zoom account costs \$18 per month. It was suggested that we use MicroSoft TEAMS which is a part of Office and would be at no additional cost. Rev. Doug and Eden will set this up.

It was noted that Microsoft Windows 10 will expire October, 2025 and new computers will need to be purchased with Windows 11. This will affect the office desktop and laptop. Estimated cost would be \$2500 and needs to be added to the next budget. The recently purchased laptop has Windows 11.

**Motion 4:** Moved by Miranda, seconded by Darlynnne to Baptize Alina Rose Stevenson, daughter of Breanne and David Stevenson. Carried.

8) Committee Reports -

- a) Pastoral Care - report submitted. Darlynnne will arrange to welcome new Members this Sunday.

**Motion 5:** Moved by Darlynnne, seconded by Faye to accept the Pastoral Care report as submitted. Carried.

- b) Property - report submitted.  
There is still a need for a Convenor.

Garden - add Allan Booth and Luanne Reid to assist with Garden care.

Flashing - noted that there was an air leak at the base of the door. Gloria will follow up with Jim.

Brandon Signs - has been sold and Gloria will follow up with new quotes for the lawn sign on the northside of the front lawn.

Furnace - issue with air Intake/Output not to code due to their proximity. Work ongoing.

Parking Lot - Surveyor coming to look at drainage options. Gloria will follow up.

- c) Worship - submitted.
- d) E & D - Denise reported that Alan and her had worked in the Cease Fire walk along with 100 others. An article and photos will be sent to Darlynnne for the Newsletter. Pride Parade is June 15 and assistance will be needed on that day.
- e) Outreach - working well.
- f) BA - Randolph reported that the Prairie Group had expressed concern regarding the \$17 per hour rental fee due to their reduced membership. It was noted they are also paying a storage fee of \$15 per month. Other Non Profit renters are Eastern Star and Women in Harmony. After a lengthy discussion it was felt that we need to be consistent with our rental fee. It was suggested that the Group could save the storage fee by not storing items at the church. Randolph and Eden will follow up with the Group.
- g) **Motion 6:** Moved by Joy, seconded by Denise to accept all Committee reports as submitted. Carried.

9) Additions to Agenda

- a) Directory - Darlynnne reported that she was getting close to submitting.

b) M & P - Miranda

Eden's Vacation - August 2 - 15. M & P will arrange to cover the office from 10 -12 pm during Eden's regular working days.

Discussion regarding Wednesday office coverage in June during Doug's absence. It was felt that we need to be consistent with our hours, advertise hours and that the Voicemail message be updated.

Jim's vacation - May 20 - 25, June 3 - 8, August 5 - 10, September 16 - 21

Lengthy discussion regarding coverage and the depleted number of members on the Property Committee and pool of available members to do the task of cleaning washrooms, vacuuming, cleaning glass doors, basic dusting and removing garbage. Gloria noted that UCW is willing to clean the kitchen and polish pews and some dusting as a Spring Clean. Alan Silvius and Faye McLoughlin offered to do cleaning the week of May 20 - 25.

**Motion 7:** Moved by Miranda, seconded by Alan that M & P can spend up to \$120 per week during Jim's vacation to hire a cleaner. Carried.

The M & P Committee will discuss further and make arrangements for coverage.

- c) Overall Cleaning of Church - Miranda will contact Deerboine Colony for a quote regarding a deep thorough cleaning of the church. Darlyne also suggested CleanUps and Joy suggested Trusting Hands as other possible options.
- d) AED Training - it was felt that a refresher training needs to be offered in the near future. Alan will arrange.
- e) Policy Manual - tabled. Members asked to forward any additional changes to Eden. Further review in the fall.
- f) Organizational Structure - ongoing.
- g) Benevolent Fund - Eden is getting requests. Discussion regarding how to handle this during Doug's absence.

**Motion 8:** Moved by Joy, seconded by Denise to purchase gift cards in the amount of \$100 each for Superstore and the Gas bar, in small denominations for the Benevolent Fund and that any inquiries be approved by Gloria or a signing officer of the Board in Rev. Doug's absence. Carried.


It was suggested that a record be kept in the office of the date and time, was it for Food or Gas and amount of the gift card given.

h) Prairie Group - see BA Committee Report.

10) Covenant of Leadership and Closing Prayer - recited.

Adjourned at 9:12

  
Chairperson - Gloria McMillan

  
Recording Secretary - Glenda Penner