

Trinity United Church Official Board Minutes – August 13, 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, Reg Atkinson, Darlynn Smith, Miranda Edwards, Denise Weir, Alan Silvius, Faye McLoughlin, Gloria McMillan (Chairperson), Glenda Penner (Recording Secretary)

Regrets - Joy Bowman, Rev Doug Neufeld away on Sabbatical

1) Meeting called to Order at 8:35 a.m. by Gloria. (An August morning meeting).

2) All members recited the Covenant of Leadership and Prayer.

3) Approval of Agenda - Add items 8 I) AED Training and J) Nominations

MOTION 1: Moved by Darlynn, seconded by Alan to accept the Agenda as amended. Carried.

4) Approval of Minutes:

MOTION 2: Moved by Miranda, seconded by Faye to accept the Minutes of June 11, 2024 as circulated. Carried.

5) Correspondence;

Letter from Youth for Christ - request for funding. This was referred to Faye, to be addressed by Outreach.

Church Rental request - phone call. Miranda noted that a phone request had come requesting to rent the facility on Sundays. Advised no space on Sundays currently. Contact information is on file in the office for future reference.

6) Finance Report - Reg presented June and July finance reports.

MOTION 3: Moved by Reg, seconded by Alan to accept June and July financial reports as received.

7) Committee Updates :

- a) CE - Gloria read an email from Lois Riley requesting assistance with Sunday School. Michelle and Andy will continue to lead SS every other Sunday and the Senior Class will meet every Sunday. A request is being made to have assistance for the other two Sundays per month. Gloria will follow up with Lois and recommend that the needs be specific and communicated to the congregation. Lois has been culling materials and toys in the Nursery over the summer.

b) Property - Gloria

Eaves - No returned calls from 2 companies for quotes

MOTION 4: Moved by Darlyne, seconded by Alan to accept the quote of \$2250.05 from DT Roofing to repair the eaves on the south side of the church. Carried.

Gloria noted there may be additional cost for repairing the fascia above the door.

Front Lawn Sign - Needs replacing. Hold off until next year.

Exhaust Issue - Ongoing with First Call and Hydro

Parking Lot - Need for gravel, water pooling. Gloria will approach Alen Bolack. Suggestion that curbing on the south side of the building as well as signage for reserved parking for Rev. Doug be considered.

Carpeting - Foyer and Stairs staining. Nikki had tried to remove stains.

MOTION 5: Moved by Faye, seconded by Miranda to have Barrie Wood clean carpeting in foyer, stairs and spot treat areas in sanctuary. Carried.

Gloria will follow up with Barrie Wood.

Lighting - Sconces for entry way have been purchased. Gloria has spoken with Rick Church about several lighting concerns and he plans to complete these by the end of August.

Sewer Backup/ system - System needs to be addressed.

Mailslots for Committees at north foyer - Miranda cleaned out slots. Recommended slots be removed. Most communications by email.

Computer & Printer Office - Reg is addressing and having computer fan replaced. He noted that the current computer would be compatible to run Windows 11 with a download at the cost of \$79.95 when Windows 10 ends in 2025. Quikbooks would need to be purchased online.

c) M & P - Miranda reported she is grateful for the Volunteers who have cleaned and worked in the office over the summer.

Office lights out and light reflection on screen ongoing, discussion of the need to reconfigure the placement of the office desk to avoid the light on the screen was discussed. Ongoing.

All Staffing matters to be handled by M & P.

Need for clear communication structure regarding funeral protocol for rental, choir, lunch etc.

d) Worship/Fundscrip - Alan submitted a report.

e) E & D - Denise expressed the need for Ushers during September. Faye will be sure to announce at Sunday service.

MOTION 6: Moved by Alan, seconded by Darlyne to accept Committee reports. Carried.

f) Pastoral Care - Darlynn report submitted.

MOTION 7: Moved by Darlynn, seconded by Randolph to accept the Pastoral Care report as submitted. Carried.

8) A) Prep for September

1) Rev. Doug's Return Sept 8 - Faye McLoughlin will convey a welcome back at the Sept. 8 Service.

2) Sunday School request for IT help - addressed under item 7 a) CE Report

3) Electrical Work - Lighting - addressed under item 7 b) Property

B) September Supper - Committee. Gloria and Alan will coordinate the September 25 Beef Supper. Darlene Silvius will coordinate desserts.

C) Rental Policy/Issues Sanctuary & Audio Visual Equipment - Randolph reported that he has emailed GIG and COP renters and has had no response. Several issues continue with renters. Further review of signed Rental Agreements and what fees they are paying as well as if renters have obtained insurance. Work is ongoing. Need for meeting with Rev. Doug, Randolph and Renters in September.

D) CE Chair, E) Property Chair, F) Vice Chair.

Ongoing need to have these positions on the Board filed and that recruiting continue. Any ideas to fill positions to be communicated to Miranda.

G) Organizational Structure - & H) Policy Manual -

Gloria, Miranda and Glenda will meet to compile drafts for review at the September meeting.

I) AED Training - tabled until September meeting

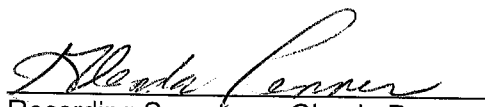
H) Nominations - discussed in items 8) D, E & F.

Next Board Meeting - due to a conflict the next meeting will be held Wednesday September 11 at 7 pm.

9) Covenant of Leadership and Closing Prayer were recited.

Meeting adjourned at 11:20


Chairperson - Gloria McMillan


Recording Secretary - Glenda Penner

