

Trinity United Church Official Board Minutes – November 12, 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: Miranda Edwards, Randolph Smyth, Alan Silvius, Darlynn Smith, Denise Weir, Faye McLoughlin, Reg Atkinson, Rev. Doug Neufeld, Gloria McMillan (Chairperson), Glenda Penner (Recording Secretary), Joy Bowman.

- 1) Meeting called to Order at 7:00 by Gloria.
- 2) All members recited the Covenant of Leadership and Prayer.
- 3) Approval of Agenda -add 11 J) E-transfers limit increase - Reg

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

- 4) Approval of Minutes of October 8, 2024

MOTION 2: Moved by Randolph, seconded by Miranda to approve the Minutes of October 8, 2024 as circulated. Carried.

- 5) Correspondence - none

6) Finance Report - Reg reported that a GIC in the amount of \$100,000 had matured. Two additional GICs remain; \$100,000 matures Jan 23, 2025 and \$50,000 matures March 28, 2025.

MOTION 3: Moved by Reg, seconded by Miranda to reinvest \$100,000 at 3.4 % , non redeemable for 180 days. Carried.

Financial reports were reviewed.

MOTION 4: Moved by Reg, seconded by Alan to accept the Financial Reports as submitted. Carried.

7) Minister's Report - Rev. Doug reported Covenanting Service with Forrest will be held Nov. 24 at Forrest. Messy Church will be Nov 22. Advent Planning with Forrest is in the works. Choir is working on planning music for Advent. The Regional Council Annual meeting was held online. Rev. Doug is the Co-chair of the Regional Council starting in July 2025 and will require 1 week in August to attend GC meetings in Calgary. Rev. Doug has been asked to speak at the Tree of Memories service by Brockie Donovan in December. Confirmation planning is ongoing with Senior Sunday School.

November 12, 2024 - Board Meeting continued

8) Organizational Structure review - Glenda
Additional revisions were reviewed by Board members.

MOTION 5: Moved by Darlynnne, seconded by Faye that the Board approve the revised Organizational Structure and approve sending it to the Congregation for review prior to the Congregational meeting. Carried.

9) Policy Book - Glenda
Additional revisions were reviewed by Board members.

MOTION 6: Moved by Joy, seconded by Miranda to approve the revisions to the Policy Book and approve sending it to the Congregation for review prior to the Congregational meeting. Carried.

10) Committee Reports:

MOTION 7: Moved by Miranda, seconded by Darlynnne to accept the October Committee reports. Carried.

E & D - Denise reported she will be attending a PIE day meeting at Knox Nov 14, Nov 20 is Transgender Day of Remembrance, Nov 23 will be the third year of being an Affirming church, Nov 17 there will be a Peace train traveling through the area. Committee is currently short of active members due to personal circumstances.

M & P - Miranda . Report submitted on One Drive.

MOTION 8:
Moved by Miranda, seconded by Darlynnne that all Trinity United staff namely Office Administrator, Caretaker, Pianist and Choir Director be granted a 2.2 per cent raise in salary effective January 1, 2025. Carried.

MOTION 9: Moved by Denise, seconded by Miranda that in the event of a property emergency, that Jim Hurd, Caretaker has the authority to call the appropriate company to deal with the emergency. Carried.

Nominating - Miranda - report on One Drive, no changes. Openings still need to be filled.

MOTION 10: Moved by Darlynnne, seconded by Alan to extend the meeting an additional 30 minutes. Carried.

Outreach - Faye. Report on OneDrive.

November 12, 2024 - Board Meeting continued

10) Committee Reports - continued

Pastoral Care - Darlynnne reported Christmas service dates are being arranged for PCH and the committee will be sending cards to PCH.

Property - Gloria reported

Eaves - have been replaced and snow guards are still to be added.

Carpet Cleaning - noted Barry Wood Carpet Cleaning has not received a cheque although it has been issued and mailed. Continue to monitor with possible need to stop cheque and issue new payment and hand deliver.

Drainage lot - phase 1 complete and no pooling on recent rain.

Snow Removal - Allen Bolack company confirmed for this year.

Parking lot approach - Gloria will contact City re drop off and potholes and possible repairing.

Sewer system pump failure warning - moisture detector

MOTION 11: Moved by Joy, seconded by Faye that Jim Hurd may purchase “the puck” for the sewer system pump moisture warning. Carried.

Carpet - Gloria will have a meeting with Home Hardware to discuss restretching carpet in the office area and other areas as needed.

Cooler Kitchen - Three quotes have been received and are on the OneDrive.

MOTION 12: Moved by Darlynnne, seconded by Denise to purchase the Refrigerator at the cost of \$4666.08 from Grand Valley Restaurant Equipment and Supplies. Carried.

This quote (dated 10/21/2024) includes the removal and placement at the cost of \$350 as well as taxes.

Money to be taken from the Bequest Fund to pay for the purchase of this item.

Worship - Alan reported.

Church will be decorated for Advent Nov 26 and 27 at 10 am.

November Fundscrip is happening.

MOTION 13: moved by Alan, seconded by Randolph that Trinity purchase \$1000 worth of Superstore gift cards for sale at Trinity. Carried.

November 12, 2024 - Board Meeting continued

11) Additions to Agenda

A) Directory -

MOTION 14: Moved by Denise, seconded by Alan to reimburse Darlynnne in the amount of \$201.65 for the cost of additional pictures for the Directory. Carried.

This is to be billed as an Office Expense.

B) Covenanting Service - discussed earlier.

C) Messy Church - discussed earlier.

D) Confirmation - discussed earlier.

E) Newsletter - congregants concerns expressed regarding the Newsletter. Darlynnne to bring more information regarding the need to communicate to the January Board meeting.

F) Centennial Project - Denise - tabled until December.

G) CRA re individuals signatures - this was a follow up of a decision made at the September, 2024 Board meeting to have an additional person with signing authority for CRA. Reg recommended that Randolph Smyth be added as he has knowledge of Excel. Randolph agreed and will follow up with Reg to be added in addition to Reg as Treasurer.

H) E-transfers limit increase - Reg

MOTION 15: moved Reg, seconded by Joy to increase the transfer limit from \$200 to \$2000 at RBC with two signatures.

Due to the length of the meeting and more information required, it was moved by Miranda, seconded by Densie to defer the above motion until the December meeting. Carried.

Reg and Joy were in agreement of deferring motion until the next meeting.

12) Covenant of Leadership and closing prayer. Meeting adjourned at 9:47 pm


Chairperson - Gloria McMillan


Recording Secretary - Glenda Penner