

## *Trinity United Church Official Board Minutes – December 10, 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:** Joy Bowman, Miranda Edwards, Randolph Smyth, Darlynn Smith, Faye McLoughlin, Donna Neufeld, Mary Wardle, Rev. Doug Neufeld, Gloria McMillan (Chairperson), Glenda Penner (Recording Secretary)

Joining on Teams : Reg Atkinson, Denise Weir, Alan Silvius

1) Meeting called to Order at 7:03 by Gloria.

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

3) Approval of Agenda

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

4) Approval of Minutes of November 12, 2024

**MOTION 2:** Moved by Joy, seconded by Miranda to approve the Minutes of November 12, 2024 as circulated. Carried.

5) Approval of Minutes from Budget Meeting November 5, 2024  
It was noted that Alan's name was spelled incorrectly,

**MOTION 3:** Moved by Miranda, seconded by Alan to accept the minutes as corrected from the Budget Meeting of November 5, 2024

6) Correspondence - notice from Prairie Group regarding rental rates. Gloria, Reg and Randolph will respond to the Group.

7) Finance Report - reports submitted on OneDrive.

**MOTION 4:** Moved by Reg, seconded by Randolph to transfer money from the Bequest Fund and the Memorial Fund to the General Account. Carried.

CRA additional person on account - ongoing Randolph and Reg.

**MOTION 5:** Moved by Reg, seconded by Darlynn to increase the e-transfer amount allowed to \$2000. Carried.

Discussion regarding the process of requiring a 2 person signature checks prior to e-transfer being made.

7) Finance Report - continued (December 10, 2024)

Gloria reported the UCW donation would be around \$3400 this year.

8) Minister's Report: Report on OneDrive.

Messy Church - January. Confirmation in the Spring.

Covenanting Service with Forrest January 12 (backup date Jan 19) Miranda will have discussions with Forrest regarding Covenanting symbols for service.

9) Committee Reports:

**MOTION 6:** Moved by Faye, seconded by Joy to approve November committee reports as submitted. Carried.

BA: full committee membership, new members assigned to collection dates for the first half of 2025. Reg and Randolph will meet to tabulate offerings from December 24 and December 29 services due to the Office Admin. being away.

CE - no report

E & D - meeting with Knox was held to discuss PIE day March 15, 2025.

Wording for Organization Structure was approved by committee as was approved at the Congregational Meeting.

M & P - Miranda report on OneDrive.

**MOTION 7:** Moved by Miranda, seconded by Donna that the Administrative Assistant three month trial period of working Monday, Tuesday and Thursday 9-12, 1-4 , and Friday at home for 6 hours for a total of 24 hours weekly be extended to APRIL 17th 2025.

Rationale: We do not have a full enough insight to the successes and impact of this arrangement on our church and are not willing to make it permanent at this time.

Motion carried.

9) Committee Reports - continued (December 10, 2024)

Outreach - no report

Pastoral Care - Report on OneDrive.

**MOTION 8:** Moved by Darlynnne, seconded by Alan to accept the report as submitted. Carried.

Property: Gloria submitted a report on OneDrive.

Worship - Alan submitted a report on OneDrive.

UCW -no report .

**MOTION 9:** Moved by Randolph, seconded by Miranda to approve December Committee reports. Carried.

10) Additions to the Agenda

- A) Organizational Structure - E & D discussed under committee reports.
- B) Ratify Email Motions:

**RATIFY MOTION 10:** Moved by Darlynnne, seconded by Joy to accept the quote from First Call Plumbing and Heating for ventilation fixes as requested by Hydro. Carried (June 27, 2024)

**RATIFY MOTION 11:** Moved by Miranda, seconded by Joy that Trinity United Church use the services of JCI commercial cleaning company for 4 hrs a week at a cost of \$35 an hour until present caretaker health dictates his future ability to continue to fulfill his contract. Carried. (November 25, 2024)

This motion to be re-visited to re-evaluate Trinity's needs.

**RATIFY MOTION 12:** Moved by Alan, seconded by Denise to purchase \$1000 worth of Sobeys gift cards for resale to members of the Congregation. Carried. (November 26, 2024)

10) Additions to the Agenda - continued (December 10, 2024)

In order to allow Alan permission to purchase a supply of Gift Cards for the Office for resale to members of the congregation it was decided to have a motion on the books.

**MOTION 13:** Moved by Alan, seconded by Faye to maintain a balance of a maximum of \$2000 Sobeys & Superstore gift cards to be held in the Office. Carried.

D) Newsletter - Table to January meeting.

E) Directory - The directory is being distributed.

F) UCC - Centennial Project (June 10, 2025) Doug reported there is funding in the amount of \$200 per congregation available through the Region for Celebration plans as well as money available from the National level. The Board agreed to have Rev. Doug communicate with Knox and Forrest and apply for funding. More discussion in January.

G) Rental Rates - Increase 2025

**MOTION 14:** Moved by Darlynnne, seconded by Donna to leave Rental Rates at the current rates for 2025. Carried.

H) Year-end Reports to Eden by January 15, 2025

12) Next Meeting will be January 14, 2025. Gloria thanked Joy Bowman for her work on the Board and wished her well.

Covenant of Leadership and Closing Prayer. Meeting adjourned at 9:31 pm

  
Chairperson - Gloria McMillan

  
Recording Secretary - Glenda Penner