

**Minnedosa United Church Council Meeting
Wednesday January 17, 2018 7:00 pm
United Church Multipurpose Room**

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PRESENT: Wilf Taylor (Chair), Carol Frost, (Clerk), Barry McNabb, Jean Taylor, Alf Iverson, Linda Bertram, Dora White, Fran Erven, Lorna Hislop, Terry McLenehan, Olive Cameron, Michelle Gunderson, and Rev. Natasha Pearen

REGRETS: Maxine Gray

Quorum present.

CALL TO ORDER: Meeting was called to order at 7:00 p.m. by Chair Wilf Taylor

REFLECTIONS: Property Committee Alf Iverson: reading from "A Taste of Life."
NEXT MEETING: Ministry and Personnel Committee

COUNCIL REPORT TO CONGREGATION: Minutes are available on our website now.

ADDITION TO THE AGENDA: Add to Correspondence:

- Settlement Commission of the Conference of Manitoba and Northwestern Ontario

ADOPTION OF THE AGENDA: Agenda for this January 17, 2018 regular meeting.

Motion: moved by Lorna Hislop and seconded by Linda Bertram

"...That we, the Council of the Minnedosa United Church accept the agenda, as amended, for the January 17, 2018 meeting."

CARRIED

ADOPTION OF THE MINUTES: Minutes from the November 15, 2017 regular meeting.

Motion: moved by Barry McNabb and seconded by Alf Iverson

"...That we, the Council of the Minnedosa United Church accept the Minutes of the November 15, 2017 meeting as circulated."

CARRIED

BUSINESS ARISING FROM THE MINUTES:

- August closure – discussion about staff vacation requests during August, and the information that will be available on the Church answering machine re: information about booking the facility and requests for pastoral care during the closure. The message should include contact names and numbers.

CORRESPONDENCE:

- Canadian Foodgrains Bank: appreciation for participation in the Common Vision concert & certificate
- Rolling River Festival of the Arts: request to use facility at no cost during festival March 12-16, 2018

Motion: moved by Linda Bertram, seconded by Fran Erven

". . . That we, the Council of the Minnedosa United Church, approve the request made by Rolling River Festival of the Arts for use of the Sanctuary March 12-16, 2018 at no charge."

CARRIED

- XEROX: Service Maintenance Agreement expires on Feb 28, 2018. Lorna Hislop reported that we are trying to negotiate the delivery of the Xerox machine back to the company prior to Feb 28, 2018. The agreement will not be renewed. A charge of \$650 has been billed to us by Xerox, to pick up the photocopier. This cost was not in the original agreement. Negotiations continue.
- UCC: invitation from Conference MNWO to final Worship Service Sunday May 27, 2018 at U of M. Forward this info to our Worship Committee.

- UCC: planning for transition to Regional Councils (re: financial assessments will come from the Denominational Council Office).
- Letter of 'Request for change of Pastoral Relations' from Rev. Natasha Pearen. Her last day of employment with Minnedosa United Church will be June 30, 2018.
- Conference Settlement Commission – outlines the new process for hiring a Minister. Included: a Checklist for the Ministry Profile & Search Process, and a flow chart.

NEW BUSINESS:

- Ministry Profile Process: The process (once known as the "JNAC") is now called the Ministry Profile and Search Process (MPS). The first phase is the Ministry Profile. The Settlement Commission has named Linda Buchanan as its liaison to work with our Ministry Profile Committee as we identify our ministry needs, both short-term and long-term.

Motion: moved by Lorna Hislop and seconded by Jean Taylor

"....That we, the Council of the Minnedosa United Church, create a Ministry Profile and Search Committee to coordinate the process of hiring a Minister. That committee will consist of: Neil Cameron, Barry McNabb, Carol Frost, Maxine Gray, and Fran Erven. "

CARRIED

The Conference Settlement Commission meets February 11, 2018. We would like to have our Ministry Profile complete and to the Commission by February 9, 2018, so that it may be added to their Agenda. The Commission requires that a Congregational meeting be held to approve the Ministry Profile (i.e. employment terms) prior to it being submitted. Therefore, a date is set for Sunday February 4, 2018 at 12:00 pm. A quorum will be required. Natasha will announce the meeting this Sunday January 21, 2018. Once the Commission receives the Ministry Profile, advertising for a Minister will occur.

- Minnedosa Taxi bill: Neepawa Hospital called Natasha, regarding someone who requested transportation to Brandon. Due to the nature of the request, Natasha authorized the taxi and the bill totaled \$175.55.

Motion: moved by Lorna Hislop and seconded by Jean Taylor

"...That we, the Council of the Minnedosa United Church approve payment of the Minnedosa Taxi bill for \$175.55."

CARRIED

REPORTS:

1. OFFICE: Michelle Gunderson
See Appendix A

- Committees are reminded to submit their 2017 Annual Reports as soon as possible.

2. FINANCIAL: Barry McNabb
See FS 17-11 and FS 17-12

Financial statements for November 2017 and December 2017 were circulated. Brief highlights of each Financial Statement were given by Barry.

Motion: moved by Barry McNabb and seconded by Alf Iverson

"....That we, the Council of the Minnedosa United Church, accept the Financial Report for the months of November and December 2017 as circulated, including the cheque register for each of the above months."

CARRIED

3. PRESBYTERY: Jean Taylor

See Appendix B

Next meeting: February 9-10, 2018

Natasha updated Council about the Interim Report on the proposed Regions: There will be 17 Regional Councils across Canada to replace Conferences and Presbyteries, with 5 or 6 Administrative Offices serving them. Manitoba is to be one region.

4. FUNDRAISING: None

5. NOMINATIONS: Chair Elect, Secretary

All Committees to assess status of member's terms & fill vacancies, and submit to Michelle for entry into the Annual Report, which will be printed by Jan 26th.

6. COMING EVENTS: March 16 – AOTS Pancake Supper

7. MINISTER'S REPORT: No report

COUNCIL COMMITTEES

A reminder to committees to plan their calendar of events for the year and submit to council / the office – to facilitate scheduling and promotion.

PASTORAL CARE: Olive Cameron

See Appendix C

CHURCH LIFE: Lorna Hislop

See Appendix D

Council will be responsible for the lunch following Sunday service on Jan 28.

LEARNING COMMITTEE: Fran Erven

See Appendix E

OUTREACH:

See Appendix F

WORSHIP AND MEMBERSHIP: Dora White

See Appendix G

PROPERTY: Alf Iverson

See Appendix H

MINISTRY and PERSONNEL: Linda Bertram

See Appendix I

The Committee has reviewed Personnel Procedures regarding "Leaves of Absences: Definition of immediate family and sick leave for the position of Office Administrator". (See Appendix J)

Motion: moved by Linda Bertram, seconded by Terry McLenehan

“ . . . That we, Council of the Minnedosa United Church, as recommended by the Ministry and Personnel Committee, approve a family sick leave policy for the position of Office Administrator and be added to the Office Administrator job description. ”

CARRIED

Motion: moved by Linda Bertram, seconded by Terry McLenehan

“ . . . That we, Council of the Minnedosa United Church, as recommended by the Ministry and Personnel Committee, approve Michelle`s leave for a day on January 5, for a family appointment, with Elaine Thomson filling in.”

CARRIED

**Motion: moved by Linda Bertram, seconded by Terry McLenehan
". . . That we, Council of the Minnedosa United Church, as recommended by
the Ministry and Personnel Committee, approve Natasha's request for a
Continuing Education leave March 6-12, 2018, and approve the use of
\$750.00 from her Continuing Education budget. "**

CARRIED

FINANCE AND STEWARDSHIP: Barry McNabb
Appendix K

LEGACY FUND APPLICATIONS: (4)

- Received an application (App #18-1) from the Worship Committee to purchase an additional 10 copies of the "More Voices" hymn book, to be available for the congregation when singing those hymns on Sunday mornings. At a cost of \$16.95/hymn book + taxes and shipping & handling, committee is requesting about \$250.00.

**Motion: moved by Barry McNabb and seconded by Fran Erven
"....That we, the Council of the Minnedosa United Church, as recommended
by the Finance and Stewardship Committee, approve the request of \$250.00
from the Legacy Fund to purchase ten "More Voices" hymn books. "**

CARRIED

-Received an application (App #18-2) from Learning Committee to support a Women's Retreat for 10-12 women at Elkhorn Resort on Monday, February 26th, 2018. Event will include worship, meditation and reflection as well as other activities Natasha is working on. Requesting up to \$750.00.

**Motion: moved by Barry McNabb and seconded by Jean Taylor
"....That we, the Council of the Minnedosa United Church, as recommended
by the Finance and Stewardship Committee, approve the use of \$750.00
from the Legacy Fund for a Women's Retreat for 10-12 women at Elkhorn
Resort on Monday, February 26th, 2018."**

CARRIED

-Received a second application (App #18-3) from the Learning Committee for up to \$200.00 for a family event planned at Minnedosa Bowl on March 11th or 18th, 2018 from 2-5 pm.

**Motion: moved by Barry McNabb and seconded by Linda Bertram
"....That we, the Council of the Minnedosa United Church, as recommended
by the Finance and Stewardship Committee, approve the use of \$200.00
from the Legacy Fund for a family event planned at Minnedosa Bowl on
March 11th or 18th, 2018."**

CARRIED

-Received an application (App #18-4) from Mary Dalton, regarding a mission trip to Little Bouquet Children's Home in Haiti. The cost of the trip is expected to be about \$1600 per person and so far, 3 people have expressed interest in going.

**Motion: moved by Barry McNabb and seconded by Alf Iverson
"....That we, the Council of the Minnedosa United Church, as recommended
by the Finance and Stewardship Committee, approve the use of \$1500.00
(\$500 per person) from the Legacy Fund to subsidize the 3 people wishing
to go on the mission trip to Haiti."**

CARRIED

Discussed what to do with the 50 remaining sets of Christmas Ornaments left from 2011. It was decided to sell these church souvenir ornaments at future fund raising events for a cost of \$10.00/set.

Budget for 2018: Barry did a line-by-line review of the proposed 2018 budget for the General Operating Account. This will be presented at the Annual Meeting.

Motion: moved by Barry McNabb and seconded by Fran Erven

"...That we, the Council of the Minnedosa United Church, approve the proposed General Fund Budget for 2018 as recommended by the Finance and Stewardship Committee as it will be presented at the Annual Meeting to be held February 11, 2018."

CARRIED

Chair, Wilf Taylor thanked all of the outgoing Council members for their dedication, for the work and time they have given to their committees.

NEXT REGULAR COUNCIL MEETING: March 21, 2018

SPECIAL CONGREGATIONAL MEETING: February 4, 2018

ANNUAL MEETING: February 11, 2018

Motion: moved by Dora White

"...That we, the Council of the Minnedosa United Church adjourn this meeting at 9:35 p.m."

Carol Frost, Clerk

Wilf Taylor, Chair

APPENDIX A OFFICE ADMIN

After a busy Advent/Christmas season, I have been working through year-end paperwork and payroll reports, and preparations for budget planning. Thank you to Elaine for all of the reports she completes for the Finance committee. I am currently collecting Observer subscription renewals, and accepting committee 2017 Annual Reports - to be printed next week hopefully!

FACILITY USE:

CHURCH: Trans Day of Remembrance, Parent/Child group, Meditation, Crochet Club, Directory Portrait sessions, Fair Trade Friday & AOTS Pancake Supper, Christmas Tea and Bake Sale, Cantata/Christmas Concert, and Longest Night service

FUNERALS: two funerals in December

USER GROUPS: Covenant Church meeting, Zumba, Birthday party, Chamber "Moonlight Madness", Rotary Revue concert, CDC "Women in Business" evening, Fun Fest Christmas market, Credit Union meetings.

APPENDIX B ASSINIBOINE PRESBYTERY

Presbytery Meeting November 17-18, 2017 Trinity United Brandon, MB

Friday evening: Remit 6 Information Seminar Worship: Don Sellsted

- Affirming Ministries: a network is necessary amongst affirming churches
- Nominations: Chairperson for 2018
- Pastoral charge: closures at Rapid City and Douglas
- Focus on planning for the future- Betty Kelly, Conference resource April 21, 2018
- Voting on Remit 6
- People working with children and elders are asked to have police record checks
- Archives: send in completed documents

Next meeting: February 9-10, 2018

APPENDIX C PASTORAL CARE COMMITTEE

Tuesday, January 9, 2018 at 4:30 pm

Present: Linda Maliteare, Janice Richards, Olive Cameron, Natasha Pearen

Call to Order: by Linda Maliteare at 4:30 pm.

Longest Night Service

- Carol Lee and Carole Douglas prepared and served the lunch.
- Don Thompson of the Anglican Church assisted Natasha with the service.
- Attendance for this candlelight service better than usual.
- A carnation was distributed by the Minnedosa Funeral to each applicable family.

Sympathy Cards:

- Alexis has received our sympathy cards that were made by the Minnedosa Tribune. The cards look very nice – we were pleased with the cost of 100 cards for \$50.00.
- Another 3 shawls were blessed and given out in the community.

Next Meeting: March 15 at 4:30 pm.

Submitted by Olive Cameron

APPENDIX D CHURCH LIFE COMMITTEE

Our Committee met on Jan 11, 2018

Present: Lorna Hislop, Yvonne Chambers; Donna Illerbrun Regrets: Barb Kingdon

PICTORAL DIRECTORY:

We spent some time reviewing the options/selection for the Directory:

- Front/ back cover will be our stained glass windows
- Page background will be blue sky/clouds/rainbow
- One page will be staff – Minister; Office Admin; Care Taker; Organist; Music Director; Sunday School Co-coordinator
- One page will be collage of events
- One page will be Little Bouquet Orphanage
- Roster of Membership

CHRISTMAS TEA & BAKE SALE:

Attendance seemed to be up this year – Meat pies went over very well; some of angels sold.

2018 CALENDAR

- Discussed upcoming calendar for 2018
- We will not be holding a St. Patrick's Day event – AOTS will be having pancake supper on Mar 16th.
- We are going to do a "Meat Pie" fundraiser – set for April 7th – preparation on April 5 & 6th. Our target is 250 small pies/ 30 large pies – will contact all those who usually pre-order and then advertise to fill remaining orders.
- Will contact other Committees – Outreach/ AOTS/ Choir/ Learning to see if they will help with coordinating Congregational Lunches
- May Long weekend – we discussed doing a BBQ luncheon outside on the patio of the Church – hot dogs/drinks/square – will also advertise table rentals

Committee Members – we would like to have another 2 members – our search continues.

Submitted by Lorna Hislop

APPENDIX E LEARNING COMMITTEE

The learning committee last met January 5/18.

We held a Book study/discussion of Margaret Atwood's book *The Handmaid's Tale* which was recently on TV. Only 2 members as well as Natasha were able to attend due to the dates selected. We are having an evening on January 21 at Joy Wilson's home to discuss the book for those that wanted to attend but were unable.

We have chosen our next book for study. Natasha has suggested *The Hidden Life of Trees*, by Peter Wohlleben. We will hold our book study in April following Easter.

We are holding a women's relaxation/wellness day at The Solstice Spa in Clear Lake. This will be held February 26 2018. There will be meditation and reflection as well as a few other ideas Natasha is working on. We are planning for a small group of 10-12 members.

Our Sunday school is running well with Joy Jeffrey as the coordinator. We have had 6-10 children attending. Clinton has been participating with musical direction and we have learned a few new songs. The children performed their Christmas songs with the musical instruments this past Advent season.

At our Sunday school meeting this past Sunday we discussed starting a Junior Choir to hold practices every 2 weeks after church (1-1:30) We would open this up to children 5-15 years of age within and outside of our church. Clinton is quite excited about this new prospect. We are also planning a family event to be held March 11 or 18th at Minnedosa Bowl 2-5 pm.

Our next learning committee meeting will be March 2/2018 and we will likely hold a Sunday school meeting that week as well, to plan our Easter events.

Submitted by Fran Erven

APPENDIX F OUTREACH COMMITTEE

Members: Jan Macey, Nicole McLenehan, Mary Dalton, Maxine Gray

We met on January 11, 2018. Issues of discussion included:

- Parent Child Programming
- Little Bouquet Children's Home and volunteer group trip to Haiti;
- Iridesce – the living apology by the United Church to members of the LGBTQ2 community
- a Lenten Calendar Activity
- committee membership.

Discussion took place regarding our support of Parent Child Programming in the community, applying for another grant from Assiniboine North Parent Child Coalition and communication and planning with the facilitator.

Discussion took place regarding volunteers traveling to Haiti to volunteer with Little Bouquet, numbers, costs and projects.

Ideas were discussed and explored regarding The Iridesce project and how to utilize material sent by the United Church office in our congregation.

We will meet again in late February or early March (date still to be confirmed).

Submitted by, Maxine Gray

APPENDIX G WORSHIP & MEMBERSHIP

Wednesday, January 10, 2018

Present: Dora White (Chair), Carol Frost, Betty Iverson, Julie Hutton (Recorder), Eleanor Taylor, and Natasha Pearen (Regrets: Clinton Jeffery)

We wished Natasha the best after her recent announcement that she will be leaving Minnedosa United effective June 30.

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Business arising from the Oct 17th minutes:

1. Eleanor chose hymns for Advent – a suggestion was made that we sing the new hymns (or even just a few verses) for a few weeks to learn or maybe the choir could teach the congregation by singing the first verse of each new hymn and then the congregation could join in.

Council Report: Dora attended the last Council meeting:

1. Request to purchase ten More Voices hymn books was sent to Finance Committee.

Music Report:

1. Cantata went well – lower attendance this year – hymns have been picked up to Lent (thanks Eleanor) – Eleanor would like to try the piano in a different place to see what might work better for choir to hear piano.
2. Funeral policy and wording still needs to be done – Eleanor will take this to the choir

Natasha's Report:

1. One of the Worship Leadership groups from the Covenant Church has requested that they come to provide music for our congregation in response for the Bell Choir playing there during their worship service – this is a bit different as they are fundraising for a mission trip and would be asking for donations at the same time – after much discussion it was decided to take this to council for further discussion – suggestions were made to have them play prior to church or after a lunch on Sunday and they could even do a presentation about their mission trip.
2. Natasha will be on Study Leave mid-March and will not be here on March 11/18 – it was suggested that we ask the choir to lead and maybe we could have a teaching session on new hymns – if this doesn't work we will need pulpit supply.

New Business:

1. Tentative Communion dates – Feb 4, Apr 1, May 6, June 3, Oct 7, and Nov 25.
2. Lent plans/events:
 - 1) Ash Wednesday – Feb 14 – no plans yet
 - 2) Palm Sunday – March 25 – Betty will order 40 palm branches
 - 3) Maundy Thursday – March 29 – we will have a potluck Seder meal again this year
 - 4) Good Friday – March 30 – will participate in the ministerial event at the hall
 - 5) Easter Sunday – April 1 – Muffins and fruit (with no Easter egg hunt)
3. Budget submitted – same as last year \$1,400.00
4. Committee Terms:
 - a. Dora – will come off this year – term expires Feb 2018
 - b. Julie – will chair this upcoming year - term expires Feb 2019
 - c. Carol – will take over as the Secretary – term expires Feb 2020
 - d. We will need one more person to be nominated at the Annual meeting
 - e. Betty will stay with us - we appreciate everything Betty gives to this committee
5. Other Concerns:
 - 1) Hymn singing workshops – maybe this would be an option to learning hymns from More Voices – an evening, afternoon or after a lunch Sunday was suggested
 - 2) Lenten Lunches – during Feb and March – Church Life will be organizing and this will be discussed further at Council
 - 3) Christmas Tree – the tree we have is falling apart – it was moved numerous times during Advent – it cannot block the ramp – we need to look for a new tree and find a better place for it to be set up in the sanctuary in future years
 - 4) Pulpit – the pulpit will stay on the chancel by the ramp for easier access
 - 5) Lord's Prayer discussions – discussed changing the tune to the Lord's prayer

Next meeting dates: February 28/18 9:30 am

APPENDIX H PROPERTY COMMITTEE

- We continue to deal with Xerox regarding the ending of our lease and the removal of the copier as of February 2018.
- The SE wall stucco has been repaired
- The need for new sanctuary speakers was discussed at the last council meeting and it decided to monitor the situation but the purchase new speakers was put on hold
- We renewed our insurance coverage with Minnedosa Insurance maintaining the same level of coverage and the same underwriter
- We need to repair some ceiling tiles in the church office. (Alf)
- We have a casual arrangement for snow clearing of our sidewalks in front and north of the church
- The cold caused some problems with our heating system, specifically the hall area, as well some roof vents were frozen, repairs were necessary,
- \$657.58 to Fairmont Solar and Electric to repair outside lighting and a boiler repair to infloor heating.

APPENDIX I MINISTRY AND PERSONNEL

Since the last Council meeting M & P committee met: November 08, November 29, 2017 and on Jan 10, 2018. A budget was prepared reflecting changes in minister's salary and will be presented at the Council meeting January 17, 2018 for discussion. Christmas holidays were granted as requested by Natasha & Michelle.

An "Annual Review Process" and "Diary for Monitoring Processes and Procedures" is being developed.

A draft will be presented to the Council regarding Family Sick Leave for Office Administrator position.

Some other recommendations in motion form will be presented at the Council meeting.

APPENDIX J PERSONNEL PROCEDURES

**MINNEDOSA UNITED CHURCH PERSONNEL PROCEDURES
LEAVES OF ABSENCE**

ITEM: Immediate Family

ISSUED: January 16, 2018 REPLACES: New

IMMEDIATE FAMILY

The immediate family includes the following relatives of the employee:

- a) Current spouse; married, common-law of the opposite sex or same sex;
- b) Children; own child, step-child, grand-child, foster child;
- c) Siblings; brother, sister, including step or half;
- d) Siblings' Current Spouse; brother-in-law, sister-in-law;
- e) Siblings' Children; niece or nephew;
- f) Current Spouse's Siblings; brother-in-law, sister-in-law, including step or half;
- g) Aunt or Uncle; current spouse's aunt or uncle;
- h) Parents; step parents, foster parents, grandparents, great grandparents, current spouse's parents or grandparents.

ITEM: Sick Leave

ISSUED: January 16, 2018 REPLACES: New

SICK LEAVE

As per Guidelines for Lay Employees, personnel of Minnedosa United Church will be allowed to accumulate sick leave credits in accordance with the following schedule:

Full-time employees will accumulate sick leave at a rate of 1 day for each month employed and at work.

Part-time entitlement would be pro-rated.

Maximum Credit Accumulation: An employee should not be cumulative from year to year.

Purpose of Sick Leave Credits

Sick leave credit shall be used for no other purpose than sickness, accident and dental or medical examination of the employee with the following exception:

a) Up to three (3) additional days in any one calendar year may be taken by an employee for the purposes of family illness where the employee's presence is required by an immediate family member (as defined above) due to that family member's sickness, accident or dental or medical examination.

Employees seeking to use a family sick day should identify the day as SF on the Attendance Record.

Sick Leave During Vacation

If an employee becomes ill during the period of scheduled annual vacation and the illness is considered severe (requiring full bed rest), is over three (3) days and verified by a medical doctor in writing, the employee may be granted sick leave and credited with alternative days' vacation equivalent to the number of days approved sick leave, to a maximum of the vacation scheduled.

Doctor's Certificate

Employees who are absent for (5) five consecutive working days or more may be required to provide a doctor's certificate, at their own expense, covering the period of absence

APPENDIX K FINANCE COMMITTEE

The committee met on Thursday January 11th, 2018 @ 9:30 am.

Phyllis Graham, Michelle Gunderson, Elaine Thomson, Natasha Pearen and Barry McNabb were present. Harold Gilleshammer was absent.

Reviewed the November & December financial statements.

Fall Appeal was extremely successful with about 54 contributors raising \$26,340.00. Phyllis Graham has been working on contacting these individuals by phone to thank them for their financial support. Thank you Phyllis!!

LEGACY FUND APPLICATIONS:

- Received an application from the Worship Committee wanting to purchase 10 "More Voices" hymn books to be available for the congregation when singing those hymns on Sunday mornings. At a cost of \$16.95/hymn book + taxes and shipping & handling, committee is requesting about \$250.00.

-Received an application from Learning Committee to support a Women's Retreat for 10-12 women at Elkhorn Resort on Monday, February 26th, 2018. Event will include worship, meditation and reflection as well as a few other activities Natasha is working on. Requesting up to \$750.00.

-Received a second application from the Learning Committee for up to \$200.00 for a family event planned at Minnedosa Bowl on March 11th or 18th, 2018 from 2-5 pm.

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Finance committee recommends that Council approve these three Legacy applications.

Discussed what to do with the 50 sets of church souvenir ornaments that have been sitting in the church office for some time now. It was decided to remember to have them available for all future fund raising events for a cost of \$10.00/set.

Spring Appeal letter to be sent out by mid- April, 2018

Our next meeting will be Wednesday March 7th, 2018 at 9:30 am.

The rest of meeting was comprised of creating the proposed 2018 budget.

Meeting adjourned by 4:30 pm.

Submitted by Barry McNabb