

**Minnedosa United Church Council Meeting  
Wednesday January 22, 2020 7:00 pm  
United Church Multipurpose Room**

**2020 - 1**

**PRESENT:** Julie Hutton (Chair), Wilf Taylor (Past Chair), Barb Kingdon, Lorna Hislop, Carol Frost, Maxine Gray, Barry McNabb, Olive Cameron, Michelle Gunderson (Clerk/Treasurer), and Kathy Platt (Minister).

Quorum present. (As per UCC The Manual 2019 B.7.7.4 - a meeting of the Governing Body may take place only if at least 1/3 of its members and the minister are present.)

**CALL TO ORDER:** Meeting was called to order at 7:01 p.m. by Chair, Julie Hutton.

**REFLECTION:** Finance & Stewardship Committee – Barry read a story called “Acres of Diamonds”.

Next Meeting: Pastoral Care

**HARM REDUCTION OUTREACH** (Presentation by Tricia Turner – Public Health Nurse)  
Public Health would like to use Minnedosa United Church as a downtown location to provide access to harm reduction services.

**HOLY MANNERS** (Julie made copies available for council members to have.)

**ADDITIONS TO THE AGENDA:**

Julie would like to discuss the Nominations committee following the Committee Reports.

**ADOPTION OF THE AGENDA:** for this January 22, 2020 regular meeting.

**MOTION:** moved by Wilf Taylor and seconded by Lorna Hislop.

**“...That we, the Council of the Minnedosa United Church accept the agenda for the January 22, 2020 meeting.”**

**CARRIED**

**ADOPTION OF THE MINUTES:** Minutes from the November 20, 2019 regular meeting.

**MOTION:** moved by Barry McNabb and seconded by Olive Cameron.

**“...That we, the Council of the Minnedosa United Church accept the Minutes of the November 20, 2019 meeting as circulated.”**

**CARRIED**

COUNCIL MINUTES ARE POSTED ON OUR CHURCH WEBSITE

**BUSINESS ARISING FROM THE MINUTES:**

- Website Review (See Appendix A): Wilf presented his report and recommended that each committee discuss this topic and respond back to council.
- Governance Document Review: Wilf had completed a review of both the Policies Document and the Governance Document. He briefly outlined his recommended updates (ie: blend Learning Committee with Worship & Membership). He reminded committees to complete an annual review of their policies.

**MOTION:** moved by Wilf Taylor and seconded by Carol Frost.

**“...That we, the Council of the Minnedosa United Church support the suggested changes to the Policy Document and the Governance Document (as circulated).”**

**CARRIED**

The Governance Document will be presented at the upcoming Annual Meeting of the Congregation for the proposed changes to be approved.

- Public Health Nurse – Harm Reduction Outreach (Presentation above)  
Discussion showed a generally positive response to this request.  
Carol Frost and Maxine Gray volunteered to follow up with Tricia.

**CORRESPONDENCE:**

- Saskia & Darrel "The Great Plains" – wish to book a tour date
- Camp Bridges: at Circle Square Ranch on May 29-31, 2020 (for bereaved children/teens)
- Affirm United: changes to membership fees
- Mark Kramer: piano maintenance
- United Fresh Start (Region 5 Pastoral Relations Commission): Pastoral Relationship Program
- Prairie to Pine (Region 5): Nominating Committee
- Rolling River Festival of the Arts: facility use fee request

**NEW BUSINESS:**

- Mark Kramer: piano maintenance (Appendix B) Barry McNabb spoke with Mark and reported back to Property committee that it seemed the recommended work was worth doing. Property committee recommends to council to hire Mark to complete the job as soon as possible.

**MOTION:** moved by Wilf Taylor and seconded by Lorna Hislop.

**"...That we, the Council of the Minnedosa United Church accept the recommendation from the Property Committee to hire Mark Kramer to complete the recommended work on the grand piano, to be paid from the Legacy Fund."**

**CARRIED**

- United Fresh Start (Region 5 Pastoral Relations Commission): Pastoral Relationship Program There are 20 modules available (most congregations use 3-8). Julie suggested that she, Wilf and Kathy meet with Dianne Kowalchuk, who has been appointed to provide leadership for us.
- Rolling River Festival of the Arts

**MOTION:** moved by Lorna Hislop and seconded by Barry McNabb.

**"...That we, the Council of the Minnedosa United Church agree to allow the Rolling River Festival of the Arts use of our facility at no charge, during the week of March 15-20, 2020."**

**CARRIED**

**REPORTS:**

- 1. OFFICE:** Michelle Gunderson  
See Appendix C

Circulate signup sheet to count offering each week. A reminder to submit annual reports soon.

- 2. FINANCIAL:** Barry McNabb  
See FS 19-11, FS 19-12

Financial Statements from November and December 2019 were circulated.  
Highlights were given by Barry.

**MOTION:** moved by Barry McNabb and seconded by Carol Frost.

**"....That we, the Council of the Minnedosa United Church, accept the Financial Reports for the months of November and December 2019 as circulated, including the cheque register for each of the above months."**

**CARRIED**

Barry presented the proposed budget for 2020. (Attached)  
An amount of \$3000 was agreed upon for the Fall Supper budget income.

**MOTION:** moved by Barry McNabb and seconded by Lorna Hislop.

**"....That we, the Council of the Minnedosa United Church, accept the 2020 Proposed Budget, as recommended by the Finance Committee, including the amount of \$3000 added for the Fall Supper income."**

**CARRIED**

This budget will be presented for approval at the Annual Meeting of the Congregation.

**3. PRAIRIE TO PINE REGION 5**

See Appendix D

- Nominating Committee: volunteers needed for regional committees/commission
- Regional Gathering planned for May 28-30, 2020 in Steinbach MB. (Accommodations booked)

**4. FUNDRAISING:**

Saskia & Darrel "The Great Plains" – wish to book a tour date (Council will decline, Michelle to respond)  
Eli Barsi – booked a tour date for Feb 5<sup>th</sup> at 2 pm. (She had proposed that rather than pay the usual facility use fee, that we share the admission collected at the door. Council chose not to split the door proceeds).

**5. NOMINATIONS:** establish Nominating Committee (See notes at end of meeting.)

**6. COMING EVENTS:**

**7. MINISTER:**

Kathy reported that one of her goals continues to be finding ways to get people who are not currently on committees involved in various projects she is working on, including planning some of the upcoming worship services. One of her "wider church" activities is to take the training to be a facilitator for Circles of Reconciliation, which hopefully will lead to deepened relationship between people from Rolling River Reserve and the Community of Minnedosa.

**COUNCIL COMMITTEES**

**PASTORAL CARE:** Olive Cameron

See Appendix E

The committee would welcome a couple of men to help with visitations.

**CHURCH LIFE / OUTREACH:** Lorna Hislop

See Appendix F

Will look at setting a Mission & Service goal for 2020, for the Annual Meeting.

Will soon have an updated calendar of events to share with other committees.

**LEARNING COMMITTEE:**

The current members of the Learning Committee are recommending that we go ahead with the idea to merge the Learning Committee and the Worship & Membership Committee.

The two committees plan to function as one, until the amalgamation can be formalized at the next meeting of the congregation.

The Sunday School Coordinator will liaise monthly with the minister and provide a report to the Worship Committee for their bi-monthly meetings.

**WORSHIP AND MEMBERSHIP:** Carol Frost

See Appendix G

The Worship Committee is recommending for Baptism: Carter Harris Dowsett, son of Kane Dowsett and Darcy Dowsett (Hutton), scheduled for February 9, 2020.

**MOTION:** Moved by Carol Frost, seconded by Lorna Hislop

**“. . . That we, Council of the Minnedosa United Church, as recommended by the Worship Committee approve the baptism of Carter Harris Dowsett, son of Kane Dowsett and Darcy Dowsett (Hutton), scheduled for February 9, 2020.”**

**CARRIED**

**PROPERTY:** Wilf Taylor

See Appendix H

**MINISTRY and PERSONNEL:** Maxine Gray

See Appendix I

**FINANCE AND STEWARDSHIP:** Barry McNabb

See Appendix J

It was decided that the Capital Reserve GIC will be allowed to mature and the balance will be placed into that chequing account temporarily, while the Finance Committee comes up with a recommendation and consults with the Board of Trustees regarding a plan for those funds.

**NOMINATING COMMITTEE:** Julie asked each of the committee reps regarding how many new members their committee will need to be nominated at the Annual Meeting. Most committees felt they had the necessary members in place for the upcoming year. Of note, the Ministry and Personnel Committee would like to have two more members appointed, and there is a vacancy for the Chair Elect. Julie concluded that it is not necessary to have a Nominating Committee assembled at this time.

**HOLY MOMENTS & PRAYER**

**NEXT REGULAR COUNCIL MEETING:** March 18, 2020

**ANNUAL MEETING:** February 23, 2020

**MOTION:** moved by Maxine Gray

**"...That we, the Council of the Minnedosa United Church adjourn this meeting at 9:45 p.m."**

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Michelle Gunderson, Clerk

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Julie Hutton, Chair

**APPENDIX A**

**WEB PAGE REVIEW**

**Brief History:**

**Robyn Woodcock – design and photography \$0**

**Dan Meadows – formatting, encryption, domain posting to host GoDaddy \$500**

**Keith Woodcock – Correction of our hacked site (porn) \$0 need for better security evident.**

**Security problems returned after couple years GoDaddy security \$250.79/yr**

**Web site backup done daily by GoDaddy \$24/yr**

**Minnedosauc.ca (domain renewal) \$20 per year. We are good til July 2021**

**Shay McLennahan -Virtual Tour \$150 1 time**

**Word Press – editing tool \$ 96 annual cost til July 2021**

**\*\* some maintenance costs are estimates(but accurate) as we pay in US dollars and taxes etc**

**Small issue GoDaddy warned us that we do not have a level of encryption to allow \$ transfers. We were advised that since "CANADAHELPS" is a third party (doners leave our site) with appropriate protection. 1 doner bi-monthly less than 10**

**Bottom line. We spend at least \$400 per year and have paid as much as \$690.**

**We do not have a counter installed, (see attachment) however we wonder how often the site is**

visited especially by local members. Some event dates are posted as well as council minutes. Local members can find that information in the church on our bulletin board, at announcements before church and from the pulpit.

One issue with the current web site is keeping it current including important events and current news.

In today's world most of us access information (younger generations especially) through social media.

Our bulletins state on the cover page Facebook: [www.facebook.com/MinnedosaUnitedChurch](http://www.facebook.com/MinnedosaUnitedChurch)

Many would simply visit that page to get information or to seek answers to their question quickly. At NO COST

**Recommendation: That we take this information and share it with our committees for discussion. A decision regarding the websites future can wait until a future council meeting.**

#### **APPENDIX B**

December 04, 2019

Hello Michelle,

Here is a brief overview of remaining work for the grand piano.

##### **Manufacturing Deficiencies**

We are still dealing with a couple deficiencies from factory, including keys that installed at a height, higher than their key-pins. In this case, it is simpler to lower (88) keys to proper height, than raise the key-pins. Another issue is the damper up-stop rail, which is installed in a manner making it impossible to adjust correctly for all notes at once. Simply (but rather delicate) a matter of drilling new mounting-holes in correct locations.

Other issues require revisiting sluggish moving-parts, and evening out the tone. We already have a nice improvement overall, just a matter of dealing with some trouble-notes.

Please budget \$720.00 (plus taxes for this work), and advise me when it would be convenient for the Church to proceed.

Thank you, Mark

#### **APPENDIX C**

##### **OFFICE ADMIN REPORT**

Since the previous council meeting, the office was busy with Advent/Christmas activities and services. At the end of December into January there was year-end paperwork for 2019 and budget prep for 2020.

\*A reminder to committees and church groups that your Annual Reports for 2019 are due as soon as possible!

FACILITY USE (since last council meeting):

CHURCH: choir/cantata, congregational lunch, crochet club, bell choir, "Together We Can", Advent gatherings, Ministerial meeting, Meat Pie baking and Christmas Tea/Bake Sale, Trustees meeting, Choir Christmas supper, AOTS Christmas banquet, coffee parties, Christmas Music Concert, Longest Night Service, caroling band rehearsals, committee meetings.

FUNERALS: None

OTHER GROUPS: Rotary (Cheers Manitoba Tasting), Masons banquet, Epp piano lessons, youth birthday party, Santa Day Craft Sale, "Generation Pound" exercise classes, RRTA meetings, youth Art Classes, Minnedosa & Area Food Bank.

**APPENDIX D**

**PRAIRIE TO PINE (REGION 5)**

Executive Minister, Shannon McCarthy will be away on sabbatical from Dec 1, 2019 – Feb 28, 2020. During this time Pastoral Relations Minister, Judy Hare, will be acting Executive Minister. Shannon will not be responding to phone calls or emails during her sabbatical, if you have urgent questions or concerns, please contact the Regional Council Executive (via Lori/ Stewart / Kwang Beom Cho or via Jamie Mckay, Program Admin ([jmckay@united-church.ca](mailto:jmckay@united-church.ca)) or the Pastoral Relations minister ([jhare@united-church.ca](mailto:jhare@united-church.ca)). If it is a property matter, please email the Property Commission Chair, Ken Thomas ([ikt220@gmail.com](mailto:ikt220@gmail.com)). You can also contact the Regional Council office ([prairietopine@united-church.ca](mailto:prairietopine@united-church.ca)) and your concern will be directed to the appropriate person or governance body.

Prairie to Pine Regional Council is pleased to announce the hiring of a Justice and Communications Minister, Julie Graham. Julie will work with Northern Spirit, Living Skies and Prairie to Pine Regional Councils on a full time basis. Julie has most recently been on staff with Saskatchewan Conference and Living Skies Regional Council serving as program staff relating to Saskatchewan Conference's clusters and networks and helping Living Skies Regional Council transition into the new system.

**APPENDIX E**

**PASTORAL CARE COMMITTEE**

Pastoral Care Meeting - Jan.12/20  
Meeting at United Church at 4:30 PM  
Chaired by Olive Cameron  
Present - Kathy Platt, Lois Phillips, Janice Richards, Olive  
Regrets - Alexis Harvey, Heather Currie, Linda Maliteare..

Thank you to Janice, Carole Douglas and Alexis for preparing and serving the lunch and to Minnedosa Funeral Home for supplying the lunch and refreshments.

No funerals since our last meeting  
Deaths - Gus Kartanson, Gerry Yarema from the care home, long time previous members from here were Cecil Jury and Jean Stephenson..  
- sympathy cards will be sent to a family member.  
Baptism - for 1 family

Our pastoral care visitation list revisited - 2 deleted and 3 added.

Prayer Shawl ministry - guidelines reviewed and accepted.  
- 2 more prayer shawls have been given out.

Submitted by Olive Cameron

**APPENDIX F**

**CHURCH LIFE/OUTREACH**

CHURCHLIFE SCHEDULE:

-reviewed the ChurchLife schedule for 2020  
will continue with the monthly coffee parties the 1<sup>st</sup> Friday of each month  
congregational lunches will continue the last Sunday of each month – letters requesting  
Committee to help coordinate will be sent out  
2020 Schedule has been submitted to Office Administrator  
January Congregational Lunch will be organized by ChurchLife/Outreach

COMMUNITY PROGRAMS:

-The "Together We Can" community children's' program through the Assiniboine North Parent Child Coalition is ongoing in our church hall. The new application has been completed and sent in for the next session. We will be meeting with Denise to discuss our concerns about the completion of the application and reports.

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-Little Bouquet Children's Home:

discussed potential fundraising projects in support of the Home: Paint night; hair braiding event with Beatrice; auctioning of painting

penpal campaign – every 2 – 3 months we would like to send 17 cards filled with notes/letters from our Congregation to the children at the Home – blank cards will be left at the back of the Sanctuary near the collection jar

- Hat/Mitten Tree:

we are finding that the items are being taken – in need of mittens

- Affirming:

“National Pie Event” set for March 14, 2020 – discussed how we could incorporate this idea in some of our events. We would like to paint a rainbow on the sidewalk in front of the Church to show that all is welcome within. Plans/discussion is underway to do an afternoon of events. Pryde from MCI is interested in helping with this project – tentative date is June 14<sup>th</sup>.

**BUDGET:**

Discussed the budget for 2020 and are in agreement with proposal from Finance Committee of \$900.00

**2020 COMMITTEE MEMBERS:**

Mary Dalton; Nicole McLenehan and Lorna Hislop have agreed to continue as committee members.

Respectfully submitted by Lorna Hislop

**APPENDIX G**

**WORSHIP AND MEMBERSHIP**

Our last mtg: Wednesday January 8, 2020 9:30 AM

Present: Dora White (Chair), Carol Frost (recorder), Gaileen Kingdon, Betty Iverson, Fran Erven, Jean Taylor, Kathy Platt (Minister) Regrets: Julie Hutton (Council Chair), Eleanor Taylor, Alexis Harvey

Kathy asked if any feedback about the 4:30 time for the Christmas Eve service. Before the service, 2 people mentioned it would be difficult for people who work to get to the service. Otherwise everyone seemed OK with the new time. It was mentioned that for the Christmas Eve service, 5 pm may be more a more preferred time.

Historic Role Report: Jean Taylor

- Jean explained more about the Historic Roll and what it involves: confirmations, transfers, deaths and removals are recorded there. The numbers of members are no longer used by the UCC for assessment.

Sunday School Report: Fran Erven

- Kathy gave members a copy of the schedule of her upcoming services, including Sunday School's.

Minister Report: Kathy Platt

- Kathy will be away Feb 26<sup>th</sup> – our next meeting re-scheduled for Feb 19<sup>th</sup>.

- A week to week worship schedule was handed out – (see at the end of these minutes). It involves Kathy’s planning using the Narrative Lectionary rather than Seasons of the Spirit (which is based on the Revised Common Lectionary).
- March 1<sup>st</sup> – 1<sup>st</sup> Sunday in Lent – Kathy away for continuing education. The Lay Worship Leader team: Julie, Carol and Dora will take this service.

**Baptisms:**

- Carter Harris Dowsett, born Dec 20, 2017 in Brandon will be baptised on Sunday, February 9<sup>th</sup>.
- Carol will be the Council rep for the baptism. Jean will be back-up.

**New Business:**

- Archives: Archives comes under the list of responsibilities of the Worship Committee. Jean Taylor asked that we approve sending in Book 3 and 4 of the Historic Roll to be archived. The Committee agreed.
  - Jean will no longer be responsible for archiving; she will keep the Historic Roll. Questions arose about what exactly needs to be archived in light of the changes to UCC. The committee has decided to ask our Prairie to Pine Regional reps to explore this further and let us know.

**APPENDIX H**

**PROPERTY**

**Committee: Alf Iverson Jan Macey, Gregg Kingdon, Wilf Taylor**

- **The last meeting for was mainly concerned the budget for 2020 meeting.**
- **The long term plan to have the entire church painted was discussed as our estimate would need to be included in our budget. The obvious window is this August, if we are closed as we were in 2019 The property committee will recommend painting the hallway and other rooms including offices (not the minister’s office)**
- **Gas furnace repairs to the “Hall” roof unit. Kent Brown was hired to install new vent and do an inspection. That has happened (\$499.98)**
- **We had some water leaks in several areas during the heavy rains including the Multi-purpose room’s windows. This has happened previously. Alf re-caulked the 50 some vents and the roof above the multi- purpose room.**
- **We had Jenkins Flooring inspect our flooring for repairs. This includes the north wall of the sanctuary from the chancel to the west wall and the area at the kitchen door. They recommend waiting til spring for the sanctuary fix , so it was decided to wait til then for both**
- **We continue to monitor and replace furnace filters as needed.**
- **Office computer was upgraded from Windows 7 to Windows 10**



- **Summer Closure:TBA.**

**Submitted by: Wilf Taylor secretary**

**APPENDIX I** MINISTRY AND PERSONNEL REPORT

The committee has met twice since the last Council meeting. Once to review the budget prepared by Terry McLenehan and second to continue our task of amending/editing the Office Administrator's position guide to a job description. The committee would like to thank Maxine for working on this task.

The M & P committee hopes that new member may be recruited in the next year.

Kathy will be granted her requested for a leave for a reading week - Feb 24 to Mar 03.

**APPENDIX J** FINANCE COMMITTEE REPORT

The committee met on Wednesday, January 8<sup>th</sup>, 2020 @ 9:30 a.m.

Phyllis Graham, Michelle Gunderson, Elaine Thomson, Kathy Platt(in & out) and Barry McNabb were present. Regrets Lorraine Sleep and Jean Garbolinsky

Reviewed the November and December financial statements. Our bank balance is a positive \$32,863.31 at the end of December.

Fall Appeal for December financials was \$20,605.00. Phyllis Graham to do phone "Thank You's".

Legacy Fund Application:  
No applications at this time.

In reviewing the financial statements the finance committee noted that Funeral Teas Provided was below budget by nearly \$5,000.00. The question arose is the Funeral Home informing families about the option of lunch after funeral service (graveside service) being held at the Minnedosa United Church? Do the committees involved in preparing lunch after a funeral service not being held in church want to provide this service?

Also it was noted that the Capital Reserve Account GIC of \$31,668.15 matures on March 10, 2020. Michelle contacted the Prairie to Pine Regional Council and received this reply from Rev. Ken Thomas, Chair of the Property Commission:

"At one time funds from manse sales were restricted to subsidizing the housing allowance portion of the minister salary. That practice was discontinued some years ago and any remaining manse funds are now considered unrestricted, although Presbytery approval was usually required. That approval now falls to the Property Commission. All funds received from manse sales approved by the commission have been designated for the on going work and mission of the congregation, unless otherwise directed by the trustees.

Please accept this e-mail as permission for Minnedosa to access the remaining manse funds for the mission and work of the congregation."

What should be done with this account? The information from Rev. Ken Thomas on Capital Reserve Account was received after our finance meeting.

Finance Committee prepared the 2020 budget for the Minnedosa United Church.

Our next meeting will be Wednesday, March 11<sup>th</sup>, 2020 @ 9:30 a.m.

Meeting adjourned at 3:30 p.m.

Submitted by Barry McNabb