

Minnedosa United Church Council Meeting

2024 - 16

Wednesday June 12, 2024 7:00 pm United Church Multipurpose Room

"Pre-Meeting" at 6:30pm to discuss plans for June 23rd lunch & program in honour of Kathy's retirement.

PRESENT: Fran Erven (Chair), Heather Currie, Colleen Wallace, Maxine Gray, Barb Kingdon, Barry McNabb, Michelle Gunderson, and Kathy Platt.

Julie Hutton attended as part of the Profile Committee.

REGRETS: Gord Kingdon, Nicole McLenehan, Ray Orr (Past Chair)

Quorum present.

CALL TO ORDER: Meeting was called to order at 7:00 pm by Chair Fran Erven

REFLECTION: Pastoral Care

Next Meeting: Church Life and Outreach

Heather Currie shared a quote from S.C. Lourie from London England, who writes on the page Butterflies and Pebbles. The first line says "One day we'll look back and we'll wonder why we were so hard on ourselves...".

HOLY MANNERS: Fran read and highlighted the point to "check in about good use of time" while we conduct our meetings.

ADDITIONS TO THE AGENDA:

- AOTS acknowledgment: new business

ADOPTION OF THE AGENDA: Agenda for this June 12, 2024 meeting.

Motion: moved by Heather Currie and seconded by Barb Kingdon

"...That we, the Council of the Minnedosa United Church accept the Agenda for the June 12, 2024 meeting as amended."

CARRIED

ADOPTION OF THE MINUTES: no errors or omissions.

Minutes from the April 10, 2024 Council meeting.

Motion: moved by Colleen Wallace and seconded by Barry McNabb

"...That we, the Council of the Minnedosa United Church accept the Minutes of the April 10, 2024 meeting as circulated."

CARRIED

BUSINESS ARISING FROM THE MINUTES

- PROFILE COMMITTEE UPDATE: by Julie Hutton and Barb Kingdon

The Committee: Julie Hutton, Barb Kingdon, Cheryl McNabb-Davis, Graeme Kingdon, Charlene/Lily/Grace Kingdon, Don Jury, and Stacy Wilson

A Congregational Meeting has been called for June 16th following worship, to present their documents to the Community of Faith for approval.

Circulated copies of the draft PROFILE REPORT and FINANCIAL REVIEW for Council members to look at. Reviewed the proposed motion of the Governing Body of Minnedosa United Church/Pastoral Charge.

Motion: moved by Julie Hutton and seconded by Barb Kingdon

“...That we, the Council of the Minnedosa United Church approve the following motion:

PROPOSED MOTION OF GOVERNING BODY OF MINNEDOSA UNITED CHURCH PASTORAL CHARGE

- i. **That Minnedosa United Church/Pastoral Charge having received Community of Faith Profile including the Living Faith document, the detailed Position Description for a fulltime ministry position (40 hrs. per week) and financial terms including moving pool, the Financial Viability Review, financial statements 2023 year-end and 2024 Year-to-date receives the documents, approves the arrangements outlined within them including the request for posting of a fulltime ministry position (OM, DM, DLM recognized 40 hrs per week at Minnedosa United Church/Pastoral Charge in accordance with the position description, the start date for which would be July 15, 2024 or as soon thereafter as possible, with the following terms:**
1. Salary up to Category F – COL 3 \$ 70,829.00 per year (2024)
Additional salary of 5 % \$ 3,541.45
TOTAL SALARY OF \$ 74,370.45 per year
 2. Telephone/Internet costs (budgeted dollar amount): **\$ 600.00 (\$ 50.00 per month)**
 3. Continuing Education and Learning allowance: **\$ 1640.00 per year.**
 4. A minimum of **three weeks (21 days)** of study leave within each pastoral year, including Sundays.
 5. For members of the Order of Ministry and recognized designated lay ministers, a minimum of three months (**3 months**) of **sabbatical leave after five consecutive years** of service to the pastoral charge/local ministry unit.
 6. A minimum of one month of vacation (including five Sundays) within each pastoral year.
 7. Moving Expenses based on reasonable estimates up to **\$15,000.00**. with the understanding that the pastoral charge has responsibility to pay all moving costs
 8. Adequate administrative assistance **twenty four (24) hours per week.**
 9. Travel expense reimbursement based on the current Minimum Salaries and Reimbursements for Ministry Personnel document. (Travel: **\$0.55/km**)
 10. Employers cost for Pension and Benefits as noted in the Premiums and Taxable Benefit Calculator.
 11. With Minnedosa Pastoral Charge agreeing to provide remuneration through the Pastoral Charge Payroll Service - ADP # **WOYV**.
- ii. **and recommends that they be approved at a meeting to the Community of Faith of Minnedosa United Church /Pastoral Charge to be held on June 16, 2024.**

(Note: The governing body can recommend “changes”/amendments to the various documents before they are considered by the Community of Faith as a whole, but those requested changes should be noted and owned by the Governing Body when the documents are presented by the profile team to the meeting of the Community of Faith)

CARRIED

CORRESPONDENCE

- RRFA – Thank You and financial honorarium for use of our facility.
- Letter suggesting donation to SERC – to NEW BUSINESS
- Centre for Christian Studies and Sandy-Saulteaux Spiritual Centre seeking donations
- Letter from Sarah Charters (UCC Philanthropy) re: support for MB/NWO northern minister’s retreat – to NEW BUSINESS
- P2P invite financial support for youth to attend Rendezvous in July.
- Request MUC offer to host SW MB UC Cluster in September

Council agrees that we shall offer to host the SW MB Cluster on September 26/24. The event would run from around 10am to 3pm and use the sanctuary, hall and kitchen. We will provide coffee/tea/juice and muffins for break times. Those attending will be asked to bring a bag lunch. A committee will plan a theme, speakers, etc. Funds for expenses such as mileage for speakers, available from P2P.

Motion: moved by Barb Kingdon and seconded by Maxine Gray

"...That we, the Council of the Minnedosa United Church agree to host a gathering of the SW MB Cluster of the Prairie to Pine Region, on Thursday September 26, 2024."

CARRIED

NEW BUSINESS:

- The Minnedosa United Church AOTS Men's Club has disbanded. They were honoured at our Sunday Service on June 9th. The AOTS are closing their bank account and have presented a cheque to the church for \$691. We offer our congratulations and gratitude to the members past and present, for all their good works and contributions to our community near and far.
- SERC donation: Council agreed that the Sexuality Education Resource Centre in Brandon is an important resource and advocate in our area. In appreciation for services they have offered here at our church, and to support their continued programming, we will make a donation.

Motion: moved by Maxine Gray and seconded by Heather Currie

"...That we, the Council of the Minnedosa United Church agree to donate \$250 from the Legacy Fund to the SERC office in Brandon."

CARRIED

- Northern Minister's Retreat
United Church ministers in the far north of Manitoba and Ontario are dealing with spiraling deaths and crisis counselling. Northern Indigenous communities are facing an ongoing state of emergency. These ministers are experiencing burnout and need a chance to rest, to heal and to recharge. The retreat is to be held on October 17-19 at the Sandy-Saulteaux Spiritual Centre. Council decided they would like to send financial support for this retreat, and chose to donate the amount received from the AOTS, as an appropriate way to pay-it-forward.

Motion: moved by Barb Kingdon and seconded by Colleen Wallace

"...That we, the Council of the Minnedosa United Church agree to donate \$700 from the General Fund to support the Northern Minister's Retreat at Sandy-Saulteaux Spiritual Centre in October."

CARRIED

REPORTS:

OFFICE: Michelle G.
APPENDIX "N"

*Circulate the sign-up sheet for volunteers to count offering.

FINANCIALS: FS 24-04 and FS 24-05

Barry McNabb reviewed the statements for April and May 2024.

**Motion: moved by Barry McNabb and seconded by Colleen Wallace
"...That we, the Council of the Minnedosa United Church accept the
Financial Reports for the months of April and May 2024 as circulated,
including the cheque register for the above months."**

CARRIED

REGION 5 (PRAIRIE TO PINE): Barb Kingdon

- Fall P2P meetings on Oct 10 & 17 by zoom.
(the intention is to hold in-person gatherings every three years)

FUNDRAISING:

- Fun Fest Lunch August 17th: coordinator will be Jean Garbolinsky

Kathy has communicated with the various fundraising coordinators and encouraged them to forward updates to the Church Life and Outreach committee, to facilitate flow of information to and from Council.

NOMINATIONS: none

COMING EVENTS:

- Congregational meeting on June 16
- Ditch Lake Walk on June 19
- Congregational Lunch June 23, in honour of Kathy's retirement

MINISTER: Kathy Platt

- Her time now is full of many "lasts" (last service at the Care Home, last Communion, last Council meeting...)
- Slowly clearing out her office
- Has been encouraging the committees and helping them to prepare for a period of time without a full-time minister.
- Her P2P regional responsibilities will be done at the end of June. Note: she is approved to serve as our liaison for the Congregational Meeting on June 16.
- Will have lunch with the Minnedosa Ministerial members June 27th.
- she has been getting lots of support
- Kathy's sister Louise (a retired minister) is coming to help celebrate her retirement.

COUNCIL COMMITTEES

PASTORAL CARE: Heather Currie

APPENDIX "O"

The committee would like to be informed anytime a local family should have pastoral care. (Such as when our lay-leaders do a funeral.)

CHURCH LIFE AND OUTREACH:

APPENDIX "P"

WORSHIP, LEARNING AND MEMBERSHIP: Colleen Wallace

APPENDIX "Q"

- No worship or coffee party on the long weekends over the summer:
June 30, Aug 4 and Sept 1st.

- Finding it difficult to confirm accompanists for the services in July.
(Kathryn Yanchycki's position runs from September to June).

Motion: moved by Colleen Wallace and seconded by Maxine Gray

"...That we, the Council of the Minnedosa United Church approve:

- **The Baptism of Eleanor Joan Koroscil,
child of Emily and Braden Koroscil**
- **The Baptism of Katlina (Kat) Gunderson**
- **The Confirmation of:**
 - o **Kat Gunderson**
 - o **Lily Kingdon**
 - o **Grace Kingdon**
 - o **Faye Cibula**
 - o **Heidi Hislop**

CARRIED

PROPERTY:

APPENDIX "R"

MINISTRY AND PERSONNEL: Maxine Gray

APPENDIX "S"

Legacy application: Office Admin retreat at Saskatoon in October

Motion: moved by Maxine Gray and seconded by Barry McNabb

"...That we, the Council of the Minnedosa United Church approve funds from the Legacy Fund to support Michelle Gunderson in attending the "2024 United Church Ministry of Office Workers Conference" taking place October 1-4 in Saskatoon. Registration with shared accommodation is \$475, with shared mileage anticipated to be at least \$125, to total around \$600."

CARRIED

FINANCE and STEWARDSHIP: Barry McNabb

APPENDIX "T"

We have learned that the Sunrise Credit Union is not continuing with the Surplus Shares program, so funds previously placed in our Surplus Shares account will not be added to and are not earning interest. We can withdraw those funds and use them as we choose. To do so, we are required to have a motion from the Church Council and provide a copy of the Minutes to the Credit Union, have two authorized members sign their "Surplus Share Redemption/Transfer" form, and have the transaction approved by their Branch Manager.

Motion: moved by Barry McNabb and seconded by Maxine Gray

"...That we, the Council of the Minnedosa United Church agree to follow the required steps to redeem the amount in our Surplus Shares account with Sunrise Credit Union and will deposit them into our General Operating Fund at the Royal Bank."

CARRIED

**Motion: moved by Barry McNabb and seconded by Heather Currie
"...That we, the Council of the Minnedosa United Church approve setting up a new GIC in the Legacy Fund which will include the principal amount of the maturing GIC (185-3518) as well as the portion of qualified funds received since 01 July 2023 to be endowed."**

CARRIED

**Motion: moved by Barry McNabb and seconded by Barb Kingdon
"...That we, the Council of the Minnedosa United Church agree to permit the Finance Committee and Council Executive to approve the transfer of up to \$17,500, as per the 2024 budget, from the Legacy Fund to the General Fund if needed for operating expenses, between the June Council meeting and the September Council meeting."**

CARRIED

**Motion: moved by Heather Currie and seconded by Colleen Wallace
"...That we, the Council of the Minnedosa United Church agree to empower the Council Executive to make all decisions related to the operations of Minnedosa United Church on behalf of the Church Council until the next Council meeting in September 2024."**

CARRIED

NEXT COUNCIL MEETING: September 18, 2024 at 7pm

Regularly scheduled meetings on the third Wednesday of:
January/March/May/September/November.

REPORT TO THE CONGREGATION: none needed at this time.

Motion: moved by Heather Currie

"That we, the Council of the Minnedosa United Church adjourn this meeting at 9:06 pm."

HOLY MOMENTS

CLOSING PRAYER

Michelle Gunderson, Clerk

Fran Erven, Chair Elect

APPENDIX "N"

OFFICE REPORT TO COUNCIL

SINCE LAST COUNCIL MEETING ON APRIL 10TH:

- Clear away Hat & Mitt Tree
- Help Finance committee draft/print/mail Spring Appeal Letter, then send thank you's to donors
- Monitor CRA account: print GST Rebate notice and Source Deductions statements
- Complete the Minutes from the April Council meeting and finalize change-over for signing authorities at RBC and Cr. Union.
- Attend SERC presentations at both Forrest UC and Minnedosa UC.
- Lots of Burials, Baptisms and Confirmations to record.
- Attend SW MB Cluster gathered at Knox UC on May 2nd
- Volunteer in Sound Booth ~ one Sunday per month
- Participate in Confirmation classes
- Complete and submit UCC Statistics
- Collect & submit Broadview magazine renewals
- May 28th: meet with my M&P liaison for a regular check-in
- Sort papers from 2014/2015 and take to Shred-It Truck on May 29th
- Assist Profile/Search committees as needed.

Office desktop computer: Problems with Microsoft (removing it from Kathy's subscription and getting a free one under the church's name through TechSoup). Ended up taking the "tower" down to Geekz in Brandon – they had to remove everything and reinstall.

Note: Geekz says that Windows 10 will stop getting support in the fall of 2025, and our computer is not capable of having Windows 11, so we should plan to replace our tower next fall. The new "towers" are much smaller and look like an external hard drive. They currently sell refurbished ones for ~\$400.

COPIER: When Geekz reinstalled everything, they used the wrong print driver for the copier, so had to get the tech from GOLD to remove it and install the correct one (remotely) for a \$60 fee.

GoDaddy: used for our website, through WordPress. They contacted me about a new advanced plan (to replace what we currently use) which includes Security and Backup – selected a 3 yr plan. Then they discovered there were some urgent updates for "plug-ins" needed for our website, so I ended up agreeing to pay their fee to do those updates for us. **As you can imagine, dealing with all the above "tech" issues is time consuming!!

FACILITY USE SINCE APRIL 10TH:

CHURCH: host Minnedosa Ministerial, Together We Can (Parent/Child) group, Bell Choir, SERC presentations, drop-in play group, Confirmation/Exploring Membership classes

FUNERALS: four

USER GROUPS: Job Fair, Healthy Baby, PMH workshop, piano & guitar lessons, yoga, 4-H Achievement, Foodbank (Thursday mornings, annual meeting, cooking Mondays), PMH Harm Reduction, Painting class, Aaron Hutton concert, Lion's Banquet, bridal shower, baby shower, Minnedosa Foundation lunch, and the Eastern Star lunch.

APPENDIX "O"

PASTORAL CARE COMMITTEE

The Pastoral Care Committee has not been able to meet yet this year.

The church has been busy with funerals this spring; cards and prayer shawls have been shared with those who have suffered loss.

Please contact anyone on the committee regarding needs of a visit, card or prayer shawl. Susan Nelson, Linda Birch, Don Jury or Heather Currie.

Respectfully submitted by
Heather Currie

APPENDIX "P"

CHURCH LIFE AND OUTREACH COMMITTEE

Funeral Lunches – We talked about how much will be charged per person for providing sandwiches and dainties, fruit bread, cheese and cookies or cookies and a beverage for funeral lunches. A motion will be put forth by our committee to council following a discussion at the June council meeting.

After Church Lunches – We are hoping the after-church lunches will be an ongoing opportunity to raise funds for Mission and Service and other causes in the fall and future. We will approach different people and groups to see who may be interested.

Fall Kitchen Deep Clean – After the Fall Supper may be a good time to have another kitchen deep clean. Our committee will seek out interested helpers.

SERC Workshops - Rachael Wu from SERC in Brandon provided us with information about their programs and services on two Thursdays in May – the 2nd and the 9th. It was very informative and clarifying for some of our questions to help us live out our commitment of being an affirming congregation. We also welcomed members of the Valley Life Recreation group who are holding a Pride Ride at Squirrel Hill on June 21st and look forward to their feedback on how things went afterwards.

Fun Fest Luncheon – Jean Garbolinsky is once again convening the luncheon and we look forward to another successful fundraiser!

Committee Membership – We will be actively seeking another church member to be part of our committee or hope that someone may come forward to be a part of our group.

A heartfelt thanks to Kathy for all your help and guidance during the years. We will miss you but wish you congratulations on your retirement and may the next chapter bring you time for reflection and adventures!

Respectfully submitted by Nicole McLenehan

APPENDIX "Q"

WORSHIP, LEARNING AND MEMBERSHIP COMMITTEE

We have not had a Worship and Learning meeting since our last council meeting, but the work continues.

The Sunday worship team of Julie, Carol, Dora and Colleen have met twice since then.

Plans are in place for each Sunday in July for regular worship.

Judy McFadden is working on acquiring a pianist for each of these services.

August plans are for Coffee parties. It seems everyone has other plans for all the long weekend. So..... There will be no church on June 30th or Sept. 1

We still need to see if someone could put the coffee on for Aug. 4th.

Aug. 11 is Olive and Neil Cameron

Aug. 18 is Betty and Alf Iverson

Aug. 25 is Carol Frost and family

Since our last council meeting, we have had a baptism.

Eleanor Joan Koroscil, child of Emily and Braden Koroscil, was baptized on June 9th.

As well we welcomed Kat Gunderson in baptism on June 9th.

Five new members were Confirmed on June 9th:

Lily Kingdon, Grace Kingdon, Kat Gunderson, Heidi Hislop and Faye Cibula.

We have 2 people interested in doing the SACRAMENT ELDERS training. There is still no definite time set as to when this course is being offered. (before summer or in the fall).

Once this is in place Dora White and Linda Bertram will be able to offer communion and baptism in our Church.

Carol Frost and Dora White will be working to receive their LAY WORSHIP LEADER licenses with the Prairie to Pine Region. As Council we will be asked for a recommendation for their licensing at the completion of their courses.

FUNERALS - Carol Frost and Julie Hutton are both willing to offer their services for funerals. Dora White will work with them and support them in providing this service.

Colleen is also working on contacting ministers in this area to ask about their support to cover funerals for our church family if needed.

After much discussion it was felt that any follow-up visit or time with families after a funeral service, should not be the responsibility of the Worship and Learning committee but of the Pastoral Care Committee.

SUNDAY SCHOOL has finished for this season and families have been informed that we will meet again Sept. 8. We will have some supplies set aside for children to use in the sanctuary during the summer months. We will send out messages in late August to open the invitation again.

Colleen Wallace

APPENDIX "R" PROPERTY COMMITTEE

Our roof is still causing us no end of frustration - apparently invisible leaks. The insurance company has been contacted, and a contractor has done an inspection with no visible damage or glaring holes. Red River Mutual was out this past week to look at the interior damages, but I have not heard back from them.

All the rooftop furnace filters were inspected, and those that required changing were removed and replaced.

Some new light bulbs to replace, in the existing florescent lights. Ballasts have been ordered through Gregg Kingdons' account at an electrical supplier, as a local supplier can't come close to their price.

The replica of the U.C. is on the move for the last time, as far as we know. It has been suggested it be moved to approx. where the bench (closest to the door) beside the sign at the front of the church is now, and the bench be moved to the other side of the second bench. Barring any other viable collectively agreeable suggestions being received, it will be done prior to the end of June.

Have a good summer.

Gord Kingdon

APPENDIX "S" MINISTRY AND PERSONNEL COMMITTEE

*M&P (Lorna Hislop, Barb Kingdon, Maxine Gray) met on June 6, 2024.

Many issues were discussed related to staff, vacations, procedures and communication.

Michelle has requested the following vacation days, which M&P have approved:

July: Friday July 5th and Friday July 12th

August: Friday August 2nd and Friday August 23rd

As well as Friday October 5, 2024

*Discussion took place regarding communication and how the absence of a Minister will affect communication. The Minister plays a significant role in regard to communicating information from committees to the Office Administrator and communicating information between committees. This is important so that the Office Administrator knows what is going on and so different committees know what is going on, to ensure tasks are looked after and to avoid duplication. In addition, when information is not adequately shared Michelle may end up sending out a lot of unnecessary emails to many people checking to make sure things have been taken care of, asking who is doing what etc.

Some suggestions provided by Michelle and discussed by M&P that might assist communication include: - Council Chair attending committee meetings or being in touch with committees and Office Administrator regularly to help serve as the bridge that the Minister generally provides OR – the Office Administrator and Council Chair meeting weekly to consult and address any issues or questions that have arisen (this would be an opportunity for questions, discussing issues and if further action is needed developing a plan regarding who and what). All suggestions to maintain clear communication are welcome!

*Discussion took place regarding the process involved in turning the recording of the Sunday service into a recording for Access 12 and into the recording that sent out via email to the congregation the following week. Currently, Kathy does this. Michelle knows how to do this and is willing to do this. But this adds one more responsibility onto a very busy Office Administrator and it is important to have more than one person who knows how to do this. We need to look for a volunteer(s) who can do or assist with this.

*UCC Office Admin Network gathering is being held October 1-4, 2024 in Saskatoon SK – M&P support Michelle's request to attend this and will request that the associated costs be covered from Legacy Fund. \$475.00 for shared accommodation plus mileage costs (likely to be shared with another attendee).

*The question was raised - who monitors/checks the building (plumbing leaks, electrical issues, heating, etc) when staff are not regularly in the building. For example, when we have no Minister and Office Administrator is on holidays we may have stretches of time when the building is not being monitored and therefore there is risk of an issue being missed.

Submitted by,
Maxine Gray

APPENDIX "T"

FINANCE AND STEWARDSHIP COMMITTEE

Minnedosa United Church finance committee met on June 5th, 2024 @ 9:30 a.m.
Present were Michelle Gunderson, Elaine Thomson, Kathy Platt & Barry McNabb.
Regrets Jean Garbolinsky.

The finance committee reviewed the April and May financial statements. At the end of May our bank balance was -\$1,189.24. We are working in our line of credit. Response to our Spring Appeal was reasonable but did not make up for previous deficit months earlier in the year. The finance committee continues to be concerned about our current financial situation. The lack of fundraising with no Spring Supper was noted.

Michelle to inquire at the Sunrise Credit Union about transferring the balance of the Surplus/Patronage Shares in the Legacy Fund (the amount of \$2,967.87) into the chequing account.

Received word from Nonny Cancade of Cardinal Capital Management that the Meadows Foundation will be paying out \$19,255.00 to the Minnedosa United Church for 2024. Their cheque is expected to come in the next 7 – 10 days. Funds will be split the usual way: ½ Endowed and the other ½ available for disbursement in the Legacy Fund.

Discussed any computer programs on Kathy's computer that could be discontinued to cut costs. (Dell Support, Carbonite & Bitdefender) Will review as they come due.

The Profile Committee will need to recommend whether to offer the 5% "top up" increase of salary, offer extra holidays or share a minister with another community, etc. We spent some time discussing the options and their implications.

Minnedosa United Church Council Meeting

2024 - 26

Wednesday June 12, 2024 7:00 pm United Church Multipurpose Room

Finance Committee did not discuss this but should have: Finance Committee recommends that Council authorize the executive, should the need arise, to transfer funds from the Legacy Fund to the General Fund (according to the current guidelines for the Legacy Fund) to pay operating expenses.

Next finance meeting planned for Wednesday, September 11th, 2024 @ 9:30 a.m.
Meeting adjourned at 11:10 a.m.

Respectfully submitted,
Barry McNabb