

## Leadership Team Minutes – November 8, 2017

**Present:** Debbie Nelson (chair), Angela Mills (Chair-elect), Cindy Curry, Lesia Case (presbytery), Auna-Marie Brown (M & P), Brenda Moorhouse, Carol Wiebe (UCW), Greg Cochrane (treasurer), Julie Baker, Beth Kerr

**Regrets:** Deanna Talbot (secretary), Patti Brown, Charlotte Jones (presbytery), Dianne Sloane (presbytery)

As people gathered, thank you notes were prepared on behalf of the leadership team.

Debbie called the meeting to order at 7:03 p.m. and an **Opening Prayer** was offered by Beth.

### **Minutes and Correspondence**

Motion: Cindy/Brenda that the minutes of the October meeting be approved as circulated. **Carried.**

A thank you note was received from the Salvation Army for helping them provide food for families in Portage and area.

### **Discussions and Decisions**

1. Worship for Christmas Season – McKenzie United Church has asked if we willing to jointly advertise our services with McKenzie for Christmas Eve (posters, newspaper, etc.). They are having one service at 4 p.m. We are having 3 services (10:30, 7 and 10). McKenzie is also wondering if we should have a joint worship service on New Year's Eve at McKenzie around tables in a more informal way. Does this suit us? It was agreed that we should plan to do a joint worship service on December 31 in the morning, provided that we advertise it well. After discussion regarding the expenses of different sorts of community advertising for worship during the Christmas season, it was decided that we should produce posters of Christmas services in our office rather than having them professionally printed. We will advertise online (Portage online, our website, Facebook, etc.) and check out radio advertising through Mix 96, CFRY and 93.1 FM.
2. The Leadership Team agreed to once again offer Caring Friends Christmas Gifts to older home bound folk. The flowers in the past two years have been very well received. The date for delivery should be set before November 17 so that it could be advertised in TriniTidings to invite volunteer deliverers. Lesia Case will ask Patti Brown and Iris Yuill if they would consider coordinating it again. Edith Furdievich was a source for rose bowls last year, but MCC or McKenzie thrift store may also have some for minimal cost (or even the dollar store).
3. It was agreed that Debbie would talk to Garry about investigating the possibility of installing motion sensor lights in the bathrooms. As these lights are often left on, money for this could come from the "Greening the Church" fund.
4. Debbie will be away for the January 10 meeting. It was agreed to move the meeting to January 17 2018.
5. The Portage Action Al-Anon Family Group is requesting the use of the story room for their weekly Wednesday meetings, from about 1:15 p.m. to 2:45 p.m., and have proposed \$30-\$35 per month for

space. Motion: Auna-Marie/Brenda that we approve the use of the Al-Anon group according to their proposal. **Carried.**

6. Investment Policy – A draft investment policy was circulated by the task group made up of representation from the Trustees and the Finance Committee. It would guide investment of recent substantial financial donations in something that would have greater risk (low to medium risk) but also greater return. An investment committee will meet separately from the finance committee, accountable to the Leadership Team, and named by the Trustees and Leadership team. A final draft copy will be forwarded to members of the Leadership Team for review with the goal of being able to approve it at the December meeting.

7. Pool Party -- We have received a donation again. This time it can be at Shindleman or at Splash Island. We may want to think about when we would like to do this as it opens up more options. This discussion was deferred to the December meeting.

8. Vision Sunday – The projected costs for food are \$2 per person from Pankos for sandwich fixings and .25 per cookie for dessert. So we anticipate \$150 cost for 50 people, slightly more if we get more people. The order must be placed by November 15.

Motion: Angela/Auna to approve an expenditure of up to \$250 for food costs for Visioning Sunday from the Future Projects Fund. **Carried.**

9. Ministry and Personnel

Motion: Auna/Greg To approve the compensation model shift from salary and housing to a comprehensive model continuing salary of minimum plus 10% for both Trinity ministers. **Carried.** Cost of living recommended increase is 1.4%

Auna presented budget figures to be included in the proposed budget for 2018.

Salary amounts would be as follows for 2018:

Ministers: 62 566.90/annually

Administrator: 16.65/hour

Caretaker: 13.69/hour

In addition, there are budget requests for benefits, etc. and pulpit supply that will appear in the proposed budget. Auna also reported for information that Don, our caretaker, was happy to accept the gift of Manitoba Moose Tickets from Carlyle Printers.

10. Motion: Angela/Cindy that the annual meeting be held on February 4 2018. **Carried.**

## **Reports and Updates**

1. Nominating – The Structure Support Team has been working on this.

a. M and P – Auna-Marie Brown completes her final term. We are looking for a Chair for this committee. Debbie Nelson is reaching out to a possible candidate. Auna Marie is in the process of confirming whether current members will continue.

b. Leadership Team – Angela becomes Chair in February. Debbie becomes past-chair. We have a year to figure out who might be Chair-elect. We have two vacancies on the Leadership Team. Alan Brown is interested in filling one of those.

c. Structure Support Team – We currently have two vacancies on this. Robin Young has agreed to take one of these.

d. Garry Brown is willing to continue as Property Team Coordinator. Auna is checking on whether the Stewardship and Sunday School Coordinators will continue.

- e. The Leadership Team is asked to consider whether they have any further suggestions for these vacancies.
2. Greg presented the finance report (as attached). He noted that local donations and chequing account are both overstated, due to some things being accounted for in the wrong place. He noted that we are doing pretty well with regards to our giving goals to date. There are also proposed budget figures to be considered. The proposed budget will come to the January Leadership Team meeting for final approval.  
Motion: Greg/Lesia that the financial statements be approved as presented. **Carried.**
3. Church Calendars for November and December were reviewed.
4. Team Updates
  - Stewardship Team work has mostly been focussed on the Visioning Day. Campaign material was simpler this year as a result. Letters have been sent/delivered. A future agenda item is raising capital funds for the elevator and roof.
  - Structure Support Team/House Groups has met and is focusing on the nomination work at present.
  - Sunday School continues to struggle getting teachers signed up. However, we have figured out something each week so far.
  - Property
    - We have one quote on replacing the roof. Stay tuned.
    - Doors – Ed's Glass has been contracted to do the doors. They are ordered but we don't know when they will arrive. They cannot be keyed to the existing key but they can all be keyed the same. This will require all of our user groups getting new keys, which will result in a cost for the large number of key holders we have. We will paint the doors ourselves which gives us a bit of a discount off the original quote of \$14,790.
5. Elevator – We working on plans for an installation next summer.
6. Interest Group Updates
  - Saturday Breakfasts – There is no volunteer to coordinate a December breakfast. We do not yet know what the house group has planned for December. Debbie will offer that opportunity on Sunday morning.
  - Refugee Coalition – The work of the coalition is winding down. One year mark has passed for the first family, and the year anniversary for the second family is approaching. There is a meeting scheduled for January 11 to consider what to do with remaining monies.
  - Folk Fest – Coordinators have decided to discontinue this event.
  - Transportation – Handivan escorts are being coordinated by Auna-Marie.
  - Trini-Treasures – Iris Yuill, Auna-Marie Brown, Brenda Moorhouse and Sandy Bazin will coordinate this. Hooray!
  - Trini-tidings – the next newsletter deadline is November 17 with the issue coming out on November 26<sup>th</sup>.
7. Agassiz Presbytery next meets on November 18 in Gladstone.
8. UCW – Carol reported that there have not been too many funerals, although there are two coming up. The tea raised approximately the same amount as usual, although attendance was not as high as hoped. They will probably do a fall tea again next year.

9. Membership Status Update – (and should we do a membership “drive” some time?)

Transfers in:

Motion: Angela/Brenda to accept the transfer in of Kim Houle. **Carried.**  
This will be acknowledged in an upcoming worship service.

Deaths:

Member:

Jean Mutala, November 7, 2017

Adherents and other:

Mavis Hoehn, October 11, 2017

Jim McKay, October 15, 2017

Harvey Kane, October 21, 2017

10. Snacks for the December meeting – Auna-Marie Brown

11. Closing prayer was offered by Julie, and Debbie adjourned the meeting at 9:35 p.m.

**Next Meeting: Wednesday, December 13, 2017**

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Debbie Nelson, Chair

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Julie Baker, Acting Secretary