

Leadership Team Minutes – December 13, 2017

Present: Debbie Nelson (chair), Auna-Marie Brown, Dianne Sloane, Beth Kerr, Deanna Talbot, Patti Brown, Julie Baker, Greg Cochrane

Regrets: Angela Mills, Brenda Moorhouse

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

Debbie called the meeting to order at 7:10pm.

Beth led the Leadership Team with a poem, "The Uses of Sorrow".

Minutes and Correspondence

Motion: Auna moved, Patti seconded that the minutes from the November meeting be approved as circulated. CARRIED.

Correspondence received:

1. Letter from Project Coordinator of IRIDESCE: The Living Apology Project – inviting participation to host workshop events.
2. UCC Remit Implementation Task Group – input in the process is welcome.
3. Thank you note from Sharpe Sisters and Johnny Dietrich for December 3 concert here at Trinity.

Discussions and Decisions

1. Distributing Money to Funds

- a. There have been discussions around setting up an Investment Fund whose goal is to earn revenue for Trinity to help offset our operating deficits. While this is not an endowment fund whose capital cannot be spent, it is our intention to preserve (and if possible, grow) the capital in this fund as much as possible so that it can be used to earn revenue to support on-going operations.

Motion: Auna moved, Deanna seconded to approve the creation of a Fund called "Investing in Our Future" to be invested to earn income for the church in accordance with our Investment Policy. CARRIED

- b. In December 2016, we received a generous donation of shares worth \$354,046.24. This money was placed in the Future Projects Fund before yearend. It has now been transferred to the "Investing in Our Future" fund.

MOTION: Dianne moved, Auna seconded that we approve the transfer of \$354,046.24 from the "Future Projects Fund" to the "Investing in our Future Fund". CARRIED.

- c. In March 2017, we received a bequest from the estate of Marguerite (Bunnie) Muhly in the amount of \$25,000. This bequest had the following conditions. \$10,000 to be placed in the Unspecified Bequest Fund and \$15,000 to be invested with the revenues from that investment to be split annually between the Mission and Service Fund and the Unspecified Bequest Fund. Up until this point, the entire bequest has been in the Unspecified Bequest Fund. We need a way to track how much interest the \$15,000 earns annually in perpetuity so we can remit the appropriate amount to M and S annually.

MOTION: Patti moved, Auna seconded that we approve the creation of the Marguerite (Bunnie) Muhly fund and the transfer of \$15,000 from the Unspecified Bequest Fund to the Marguerite (Bunnie) Muhly fund with the Marguerite (Bunnie) Muhly fund to be invested in a GIC with interest being divided annually between the Unspecified Bequest Fund and the Mission and Service Fund. CARRIED.

- d. In October 2017, we received the remainder of a gift annuity taken out by Eva Sissons for the church in the amount of \$44,173.23. This amount was incorrectly counted in offering for October and has since been moved to the "Investing in our Future Fund". The Leadership Team can decide whether they would like it to remain in the "Investing in our Future Fund" or be transferred to the "Unspecified Bequest Fund".
MOTION: Dianne moved, Deanna seconded that we approve the transfer of \$44,173.23 received from a gift annuity upon the death of Eva Sissons incorrectly recorded as offering in October to the Unspecified Bequest Fund. CARRIED
- e. In October 2017, we also received a gift from Val Garlick as a named beneficiary of a retirement savings plan in the amount of \$19,182.33. We have also received notice that we are named in Val's will as one of her beneficiaries. The will states that her intention is that the bequest be to the "general" fund rather than the Unspecified Bequest Fund. There are no conditions on the \$19,182.33 we have received so far. However, this amount was also incorrectly included in the offering line for October. Since we know that Val's intentions for the portion of her estate that we will receive are that they be used for operating purposes at the discretion of the Leadership Team, that does not really fit any of our existing funds. Thus, we propose that a new named Val Garlick Fund be created. While there are no conditions on the money we have received so far, it may make sense for it to also be placed in this fund.
MOTION: Dianne moved, Patti seconded that we approve the creation of a Val Garlick Fund to be used for operating purposes as deemed appropriate by the Leadership Team. CARRIED
MOTION: Deanna moved, Auna that we approve the transfer of \$19,182.33 received from the Retirement Savings Plan of Val Garlick incorrectly recorded as offering in October to the Val Garlick Fund. CARRIED

2. Investment Policy

- a. Auna moved, Deanna seconded that pending approval by the congregation of the principle of investing in non-guaranteed investment vehicles in order to earn higher rates of return, that we approve the Investment Policy dated November 10, 2017. CARRIED.
- b. MOTION: Deanna moved, Greg seconded that we ask the annual congregational meeting on February 4, 2018 to consider the following recommended motions. CARRIED.
 - i. Motion 1: That Trinity United Church approve investing in non-guaranteed investments such as Mutual Funds in order to potentially earn higher rates of return.
 - ii. Motion 2: That this investment include all monies in the "Investing in our Future Fund" and the monies from other church funds as may from time to time be designated for investment by the Leadership Team.
 - iii. Motion 3: That this investment be made and overseen through an Investment Committee with representation from the Leadership Team and the Trustees in accordance with the Investment Policy approved by the Leadership Team.

3. Investing

- a. MOTION: Greg moved, Dianne seconded that the Treasurer and the Leadership Team Rep to Finance be appointed representatives from the Leadership Team to the Investment Committee. CARRIED.
- b. It is suggested that for clarity's sake we designate which funds are included in the investment. The Chimes Fund is money that is designated for the upkeep of the chimes which has not been needed to this point. This means we are not likely to spend the principal in the near future. The Manse Fund is proceeds from the sale many years ago of the manse. At this time, without the permission of Presbytery, we cannot spend the principal. We may choose at a later date to ask the trustees to request Presbytery's permission to transfer this money into the "Investing in our Future Fund" but for the time being we could also invest it. We also have the "Investing in our Future Fund" which we have set-up for this purpose. The total amount of these 3 funds at the end of November is \$387,046.24.

MOTION: Patti moved, Deanna seconded that monies in the "Investing in our Future Fund", "Manse Fund" and "Chimes Fund" be invested in accordance with the Investment Policy after approval for investment has been received from the congregation as described above. CARRIED

4. Vision Sunday took place on November 19. We expect a report from Lesley Harrison before the end of the year that we can discuss at our January meeting. The Leadership Team found that there were good discussions and interaction, Lesley was a good moderator, some interesting ideas were heard, however it was felt that there was not an action plan in the end.
5. In conjunction with M and P, Julie is planning a sabbatical for April 23, 2018 to August 15, 2018.
MOTION: Auna moved, Patti seconded that we approve Julie's sabbatical. CARRIED

Auna has volunteered to create a sabbatical planning group for congregational implications of Julie being on sabbatical. The Leadership members that are not present will be asked to assist Auna.

MOTION: Greg moved, Deanna seconded to take pulpit supply for Julie's sabbatical from Memorial Funds instead of the 2018 Operating budget. CARRIED

6. Conference Sunday is on May 27, 2018. The Leadership Team will be responsible for planning or finding someone to plan the service for that Sunday.
7. The Masons are looking again at hosting their annual worship service here at Trinity in either February or March 2018, depending on what our plans are at that time and what their group decides. Julie talked to Ron to discuss the concern that we will likely have a theme we are following throughout Lent and thus could not tailor a service to the Masons as we did last time they were here. The Leadership Team is open to welcoming the Masons depending on when they plan to come and how that will fit with our other worship plans.

Reports and Updates

1. Nominating – The Structure Support Team has been working on the following:
 - a. M and P – Kim Guy has agreed to become Chair for this committee when Auna completes her term. Yvette Brown and Bev Bachalo will continue for another term. Sylvia Lyall will take the remaining vacancy on this committee.
 - b. Leadership Team – Angela becomes Chair in February. Debbie becomes past-chair. We have a year to figure out who might be Chair-elect. Alan Brown is willing to fill one of the vacancies on the Leadership Team. We have one further vacancy to be filled.
 - c. Structure Support Team – We currently have two vacancies on this team. Robin Young has agreed to take one of these vacancies which leaves one vacancy.
 - d. Garry Brown is willing to continue as Property Team Coordinator. Randy Owens will continue as Stewardship Team Coordinator. Amy Chappellaz will continue as Sunday School Coordinator.
2. Posters have been created for worship for Christmas Season, the Leadership Team took posters and postcards to help advertise. Radio ads were investigated, but they were quite expensive. Our service on Dec. 31 will be joint with McKenzie at McKenzie.

3. Iris Yuill and Patti Brown are coordinating Caring Friends. Delivery will be the afternoon of Monday, Dec. 18. Anyone who can help deliver, would be greatly appreciated.
 4. Sensor lights have been installed in the bathrooms for a cost of \$148.15 which will come from the Greening of the Church Fund.
 5. We have received a donation again for the pool party. We plan to talk in January about whether it will be at the Shindleman pool or Splash Island.
 6. The Annual Meeting will take place on February 4, 2018.
 7. Greg presented the Finance Report (as attached). MOTION: Greg moved, Dianne seconded to approve the financial statements as presented. CARRIED
 8. The Leadership Team reviewed the Church Calendar for December and January.
 9. Team Updates
 - Stewardship had no report.
 - Structure Support Team/House Groups is meeting on January 11, 2018.
 - Sunday School had no report.
 - Property
 - Gary is not concerned about the missing shingles as it is too cold to replace right now. We have one quote from Watson's Roofing Co. to replace the roof.
 - The door replacement is in process. Both east and west doors have been installed, and we are waiting to hear when the south door will be ready to go in. It's currently at Portage Chrysler waiting to be painted. If you are a key holder, please see Jacquie for a new key. There is a mat that is covering what was once the ramp at the east door, but we are going to need to come up with a more permanent solution.
- MOTION: Patti moved, Auna seconded to add the roof replacement to the capital plans to be completed in spring or summer. CARRIED.
10. Debbie and Jacquie are planning a meeting with the lift people next week to discuss the details. Steve Bergson has agreed to come to that meeting as well to see how he might be involved.
 11. Interest Group Updates
 - Saturday Breakfasts –We did not have one in December. We usually start up again in April.
 - Refugee Coalition –There will be a final report after the January 11 meeting.
 - Transportation – There was a suggestion to have House Groups assist with the people that utilize the Handivan in addition to greeting them.
 - Trini-Treasures – a reminder will be made for people to start thinking about this.
 - Trini-tidings – the next issue will come out in March.
 12. Agassiz Presbytery met on Nov. 18th. Presbytery heard a report about challenges at Rock Lake Camp. It is felt that the camp cannot operate in 2018 as it has in the past. There is a need both for more Board Members and for a full complement of committed, trained staff to run the camp effectively. Work is on-going to see if Presbytery can support the camp in this time of transition. Kelwood United Church has begun steps to disband. A Kairos Blanket Exercise was held with Presbytery members exploring the history of colonization.

13. UCW did not have a report but we are very grateful for their generous contribution to the church budget of \$9000 in addition to the \$4000 they have already given for a total of \$13000 for 2017. This will be reflected in the December financial statements. THANK YOU!

14. Auna moved, Patti seconded to approve the baptism of Austin Avery Mulligan and Rhett Layne Mulligan on January 7, 2018. CARRIED

15. Membership Status Update

Transfers in: none

Deaths:

Member:

Susan McLaughlin, December 4, 2017

Adherents and other:

Robert "Bob" Johnson, November 8, 2017

16. Greg will provide the snacks for the January meeting.

17. Beth led the Closing prayer.

Next Meeting: Wednesday, January 17, 2018

Debbie Nelson, Chair

Deanna Mitchell, Secretary