

Trinity United Church Leadership Team Meeting  
Wednesday, November 18, 2020  
*The meeting was held online via our Zoom meeting platform.*

Present: Julie Baker, Cindy Curry, Donna Matthews, Kim Guy, Alan Brown, Diane Routledge, Pam Lotun, Angela Mills, Denise Stairs

Regrets: Gloria Ross (UCW Rep), Stephanie Verhoeven, Lesia Case,

Call to order: Cindy 7:02pm

Land acknowledgment

We are all treaty people. As we meet, we remember that we gather on Treaty 1 land. This is the traditional land of the Anishinaabe, Cree, Dene, Dakota, and Oji-Cree nations and is the homeland of the Metis.

Opening Prayer and Thoughts for Reflection was offered by Julie

Approval of the Minutes from October 14, 2020

*Motion: to approve the minutes as circulated. Moved by Alan, seconded by Donna. Carried.*

**Discussion and Decisions:**

Nominations – We will require a new chair elect in February. Structure support committee to look at finding a new chair elect and two spots from M & P. Denise will connect with Auna and the Structure Support team to see what her thoughts are for seeking Vice Chair and two M & P positions. She will also check with the office to see if there are any other vacant positions we are missing.

Code Red Lockdown – as of November 12, the provincial government has instituted significant public health orders that require us – once again – to close the church office to the public and to move all worship services online. These orders will be in effect for at least 4 weeks, so options for Christmas may still be under these orders, or may be under less restrictive conditions.

Kim raised the question about whether an ongoing think tank or worship committee could be appointed to help coordinate worship planning (with Covid guidelines and only one ministry staff person, having several heads consider these things would be an asset). As the Christmas Think Tank has done its work, we will revisit this question in the new year.

Christmas Plans –

The Advent Theme will be “I’ll Be Home for Christmas”

Donna and Bob Matthews are coordinating an exterior display to show the community that shut doors does not stop Christmas from coming. They plan to put it up after the first Sunday in December.

On Monday, December 21, we will host a contemplative Christmas evening. If possible, we will open the church on a drop in basis from 7 – 8:30 p.m. People are welcome to come and light a

candle, and receive communion from Julie individually. There will be background live music and Christmas décor in the church for that contemplative feel we often get at the late service on Christmas eve. Amy is recruiting some covid-friendly musicians to play Christmas music for us in sets of 15-20 minutes. We will invite foot traffic to go one direction in the sanctuary (unless people need to use the elevator) which will reduce the number of house group volunteers required. We will also put on Zoom so that people can experience the ambiance and the music online. (If we remain in the current RED lockdown, we will still offer the music and décor experience through Zoom, and communion at 8:30 when the music is completed. The in person walk through would be suspended.)

Prior to Christmas, we will put together a Christmas nativity pageant of some kind that can be videotaped, for video viewing (virtual or live) on Christmas Eve.

Prior to Christmas, Julie is working with Brenda Moorhouse and Trinity singers to put together some special recorded music.

An ecumenical Service of Remembrance and Hope will be offered via Zoom on December 17 at 8 pm. It will be planned by the Anglican, Presbyterian and United Churches at this point.

On Christmas Eve, we will plan for two identical Christmas Eve services. If we are permitted to have people in the building, we will require advance registration, and if both services fill, we could add a third option. We will premiere the Nativity pageant video at that time. PUNS has given us permission to use their electrostatic sprayer for quick sanitizing between services. We will offer these services via Zoom regardless of Covid restrictions. Times will be 7:00 and 8:15.... Third option either 5:45 or 9:30 only if necessary.

It was decided that as we move into December, we will adapt our protocol regarding options for in-person worship. If public health orders are Orange or Yellow with similar parameters as given previously, we will move back to a hybrid format of both in person and online. If public orders are Red, regardless of whether or not in person gathering is permitted, we will stick with online options only.

#### Ministry Profile Report

Individual job descriptions are attached with suggested financial implications. In brief, the new staff model would have employer costs as follows:

Caretaker (14.24/hour – 17 hours/week) – 15, 360.09

Administrator and facility management (20.00/hour – 40 hours/week) – 51, 158.27

CDM (20.00/hour – 30 hours/week) – 36, 687.76

Coordinating Minister (salaried 67 201.30/annually) – 83, 629.84

Total annual payroll costs - \$186,835.96

Total annual payroll costs with the former staff model of two full time ministers, caretaker and administrator would be - \$215, 940.75 (difference of \$29 104.79) - Is that enough savings? Can we afford the new model? Is there room for negotiation if hiring required additional benefits?

*Motion: to approve the ministry profile position descriptions, with the financial implications as attached. Moved by Kim. Seconded by: Donna Carried.*

*Motion to approve the revised Community of Faith profile document as circulated. Moved by Donna Seconded by: Alan Carried.*

#### Finance Report

At the recent finance meeting, work was begun on the 2021 budget. Any group/person who has input for the budgeting process is asked to submit those thoughts/requests as soon as possible.

A meeting was held October 19 of the Trinity investment team to review and discuss our investments. The investment team agreed to release \$25000 a year from "Investing in Our Future reported gain" to the 2021 budget.

Fund income \$3,813 for October. Decline in income for October is 3%.  
2020 \$4,351 in operating costs YTD, and at 67% of operating budget for 2020

Applied for the Manitoba Bridge Grant for \$5,000. It will go into our operating account within the next 10 days.

*Motion to reimburse Bob Matthews for the materials used to create the outdoor nativity display with \$250 from the Memorial Fund. Moved by Kim. Seconded by Diane. Donna abstained. Carried.*

*Motion to approve financials: moved by Donna, seconded by Alan. Carried.*

#### M and P Report

Pulpit supply has created more work for Julie than expected. Starting in December, we will have church hosts on the days that we have pulpit supply in the church so that Julie gets a break.

Prairie to Pine Region – no report

#### Calendar review

#### Team and Interest Group Updates –

- Structure Support – no report
- Property:
  - Both Tupper Street and South side lifts had annual maintenance done on them. No issues found.
  - Mitchell wrapped up his time as Property Contact for September & October. Waind MacDonald is on for November & December.
  - A Property Contact Schedule has been created for all of 2021, with each contact taking a 2-month consecutive term.
  - The boiler had the flame rods replaced and ignitor cleaned (a preventive measure that we had expected to have performed during the annual maintenance call in September, but wasn't done at that time).
  - And unrelated to the flame rods/ignite issue, Cobbe's was in to help us figure out the heat into the building - turned up thermostats and checked all pumps. Working fine since their visit.

Shewfelt's was in to replace fill valve to men's toilet.  
The nursery school has added 2 stone planters to their front entrance.

- UCW – Bakeless Bake Sale Fundraiser - on the go until the end of November. Total raised to date: \$2,170
- Stewardship – Stewardship Sunday was November 15. The team is making thank you phone calls to PAR givers for their ongoing support, especially during a pandemic!
- TriniTidings – Deadline for the next issue is Friday, November 20, with it to go out the following Friday.
- Sunday School – Julie has a plan for something to go out in Advent; and the pageant will hopefully engage families with kids
- Study Groups – Tuesday afternoon study is on hiatus during the circuit breaker lock down
- Choirs and Singing – As noted above, Julie is investigating the possibility of putting together some virtual music for Christmas with Trinity singers.

Membership Status Update:

New members

Deaths

Members:

Ethel Larkins, October 25, 2020

Adherents & Other:

Mary Domes, October 16, 2020

Closing Prayer - Julie

Adjourned: 8:15 p.m.

***Next Meeting: Wednesday, December 9***

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Cindy Curry, Chair

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Pam Lotun, Secretary