

Trinity United Church Leadership Team Meeting
Trinity United Church

Wednesday, December 8, 2021 – held in Trinity Lower Hall at 7 pm

Present: Cindy Curry, Lesia Case, Julie Baker, Alan Brown, Donna Matthews, Kim Guy, Gloria Ross, Diane Routledge, Pam Lotun
Regrets: Stephanie Verhoeven

Call to order: 7:00pm

Land acknowledgment

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 Reflection - Julie invited people to consider the places where resignation, fear, cynicism and division are taking hold around them, and whether we (as the church) can offer any healing and hope to them. Can we share the gifts of Advent with the world around us?

Approval of the Minutes

Motion: to approve the minutes from November 10, 2021 as circulated.

Moved by: Alan Seconded by: Denise. Carried.

Correspondence:

EDGE: A network for Ministry Development, United Church of Canada – Government Grant opportunities – New Horizons for Seniors Program

Discussion and Decisions:

Public Health Orders currently require proof of vaccination (for all over the age of 12) for public gatherings indoors of more than 25 people. This includes funerals and church services. Capacity limits for all rooms for public gathering are restricted to 25%, unless all persons show proof of vaccination. Public health orders currently require masks in all indoor public places, with very few exceptions, including taking them off while eating or drinking.

At Trinity, we have interpreted this to mean:

Worship services (including coffee time) for those attending in person will require people to show proof of vaccination. Those preparing food in the kitchen will follow all usual food handling safety protocols, as well as wearing masks and providing proof of vaccination. Those who are attending meetings in the building will either conform to the 25% capacity limit (up to a maximum of 25 people) or will provide proof of vaccination. Masks will be worn by those in the building. Masks will be provided to those who do not have masks. Hand sanitizer will be readily available throughout the building. Even when people are all vaccinated, physical distancing will be encouraged. At this time, we will limit capacity of the sanctuary to approximately 150 people, even when all people are fully vaccinated.

The leadership team confirmed these protocols until such time as new health orders are announced.

Christmas Plans

This is what we currently have in the works:

1. Sunday services following Advent themes, offered in person, as well as over Zoom.
2. A pre-recorded, virtual Service of Remembrance and Hope, with submitted materials from First Presbyterian, St. Mary's Anglican, McKenzie United, and Trinity, to be uploaded to congregational YouTube channels by December 15.
3. A virtual choir anthem for Christmas Eve, pre-recorded and mixed to make a choir.
4. A virtual Christmas music evening (live, and over Zoom only) on Monday evening, December 20, concluding with a celebration of communion. Guest musicians who have currently committed include: Gareth Rice, Janalee Bell, Stephanie Kauffman and Leyton Bennet. A budget of \$200 is requested, although the whole amount may not be required. (one guest has requested an honourarium of \$50). Are there any suggestions of guest musicians who might be approached?

Motion to approve the \$200 budget to come from "Future Projects".

Moved by Denise. Seconded by Donna. Carried.

5. A 7 pm Christmas Eve service, offered in person and online simultaneously (like Sunday mornings). Pre-registration will be requested, so that if more people than expected wish to attend in person, a second service can be scheduled, or alternate plans may be arranged. We may wish to extend our 100 device Zoom limit for December 20 and 24? It is unlikely to be necessary, but the cost may be worth the reduced anxiety. Cost to increase zoom capacity is \$67, plus taxes. Motion to increase the Zoom capacity for Dec. 20 & 24 from Memorial Fund- Covid expenses
Moved by Donna. Seconded by Lesia. Carried.

6. Worship is cancelled on December 26, although alternative online options may be offered. Worship on January 2 will be led by Norman Collier.

There is not a plan at this point to create a virtual pageant like last year. When families were invited to indicate interest in participating, there was very little response. Most participation will therefore be live, either in person or over zoom.

Finance Report:

Financial statements

Budget Part 1

Motion: to approve the financial report as presented, and receive the draft of the proposed budget for information. Moved by Donna. Seconded by Allan. Carried.

M & P Report

Meeting tomorrow. Currently in the process of doing annual reviews with staff.

Trustees Report

The trustees are investigating several property issues beyond the scope of our monthly property contacts. We are following up on needed repairs to the front steps, on lighting issues at the West (purple) door, and downspout repair at the south (green) door. We are exploring options to see what cost would be involved to have an engineer evaluate ventilation options for the church in this age of aerosol-born viruses. We have agreed that Mitchell Omichinski can experiment with some lighting on the church for Christmas Eve. In addition, some time ago the trustees approved a proposal from the nursery school to fundraise to break a hole through the cinder block wall of

the auditorium to create access to the storage on the top of the stage. A grant of \$25 000 was received from the Portage Community Foundation, so the project is now in process of being scheduled. There may be implications for our use of the stage long term. To secure the grant, a long term lease was required with the nursery school, so a lease agreement has been renewed (signed) for 15 years. Big Brothers Big Sisters lease will be renewed later this month with a term of 10 years. Rental rates for 2022 were set at at \$1300/month for PUNS and and \$700/month for Big Brothers Big Sisters.

Calendar Review

Team and Interest Group Updates

Structure Support Team – There will be a vacancy in February for leadership team secretary. When is the next scheduled meeting for the structure support team? Tanis Essery is willing to be our secretary, as long as the leadership team is willing to fill in for her if she has to work. Structure Support meeting will be scheduled for January. Alan and Heather are stepping down from being House Group leaders – now looking to fill that position.

Ministry Position Search Committee - The Search Team continues to be open to receiving names of possible candidates that the Team can directly reach out to. So far the only realistic interest has been from local congregation members however so far all have declined. We had the position re-advertized on Portage Online in October 2021 with no interest expressed. The advertisement has been included again in the most recent TriniTidings.

There currently is a labour shortage across Canada that continues to be impacted by the pandemic and has potential job seekers being specific about their choices.

The best possibility for a successful candidate will likely come from our congregation or local community. If the Leadership Team has any ideas of possible candidates please pass them along to Jacquie and she'll get them to the team.

Property – Kim Harkness continues as the property for December. Mitchell & Don closed the vents in the sanctuary mid-November. There is a project in the works for Otto Mutcher to teach others how to change lightbulbs in the sanctuary – December 17th

UCW – The UCW catered one funeral in November. They are in the process of redoing the blue catering books; a few members have come off the list, but there are still enough people to continue with three groups. The yellow books are also being redone, which includes price increases to catering. The funeral homes have been advised of changes. The covid safety protocols (proof of vax, masking, etc.) have been welcomed by the UCW and no complaints have come forward.

Stewardship – The stewardship campaign theme was introduced on October 3, and continued October 24, and November 14. Year to date statements were not sent out this year. Instead, financial information was shared through the October and November newsletters. The variety of platforms and incorporation of personal stories seemed to start some conversations about “Making the Connection”. Testimonial videos were created by Andrew Stasiuk, Diane Stevenson and Max Chappellaz. They were premiered in worship and then shared on social media. We may highlight them on our website if we can figure out how to do that. Thanks also to Kim Guy and Sandra Falk who made videos for Stewardship that have also been shown this year. The

stewardship team continues to talk about the possibility of alternative revenue streams and the challenge of fundraising.

TriniTidings – A newsletter was produced and distributed at the end of November. A date for the next issue has not been set. Traditionally, there would not be another one until March, but changing circumstances may shift expectations.

Sunday School – Jacquie and Julie have plans to send out an activity kit through the mail to Trinity families with children up to grade 6 the week before Christmas. Last Christmas we sent out a digital kit, including a Christmas video story. We have done a combination of digital and print activity kits to families over the past year with very little feedback. We would be interested in knowing whether these kits are being used or appreciated.

Pastoral Care – Donna & Bob will make deliveries of rose bowls to our “shut ins” as part of our caring friends project on December 13. We hope to deliver to 44 individuals.

Games Night – nothing to report

Study Groups – nothing to report

Choirs and Singing – virtual anthem in development (see Christmas plans, above)

Affirming Ministry – Has Pam done the Annual Report for 2020? When she does, she will submit for 2021 at the same time.

Tech Support – Jacquie had trouble with her Word program the week of putting together the newsletter. The program wouldn't allow for any changes, edits, etc. Eventually she used the laptop to get the document finished and ready for printing. However, by Friday she was able to finally work in the document, only then to have the fuser and drum on the photocopier pack it in half way through getting it printed. This meant an inconvenience in getting anything printed unless we used the Brother printer. Carlyle Printers sent out a technician on the following Monday and replaced both parts. Jacquie is going to speak to Jeff at Byte Me to see about upgrading our Windows operating system; Julie is working in Windows 2008, and Jacquie, Windows 10. We noted also the advantage of having a second monitor for the zoom host in the sanctuary. We may wish to adapt the layout and table set up at the back of the church.

New or unfinished Business

Annual meeting 2022: February 13th or March 6. Timing may be dependent on when financial statements can be prepared.

Membership Status Update:

Baptism request

Motion: to approve the baptism of Hailey, child of Cameron & Roxanne McDougall, baptized November 21 2021

Moved by Lesia, Seconded by Gloria. Carried.

New members

Transfer

Deaths

Members:

Gordon Bradley, November 23, 2021

Adherents & Other:

Gwen Bailey, November 17, 2021

Nora Onischuk, November 22, 2021

Closing Prayer was offered by Julie

Adjournment: 8:11 pm

Next Meeting: January 12, 2022 at 7:00pm

_____ Cindy Curry, Chair

_____ Pam Lotun, Secretary