

Trinity United Church Leadership Team Meeting
Trinity United Church
Wednesday, October 23, 2024
Held in-person Meeting Room

Present: Donna Matthews, Stephanie Verhoeven, Alan Brown, Kelly Haapamaki, Elijah Mwandila, Cassandra Pehura, Julie Baker, Diane Routledge, Tanis Essery

Regrets: Kaylee Routledge

Call to Order: 7:00 pm

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 offered by Julie Baker

Motion: To approve the minutes of September 16, 2024

Moved: Tanis Essery

Seconded: Cassandra Pehura

Carried.

Correspondence:

Request for Signage – The Portage Jiu Jitsu group has requested placing signage on the west exterior wall of the church.

Majority feels if they would like a sign, then they need to have a long term lease agreement, otherwise other user groups could come forward and ask for the same.

Motion: That we deny the Portage Jiu Jitsu request for placing a sign and further limit signage to those with long term lease agreements.

Moved: Stephanie Verhoeven

Seconded: Kelly Haapamaki

Carried.

Among possible questions for consideration: what oversight or approval would we expect over sign design? As a casual renter, we do not have a lease arrangement with this group – do we have expectations of a group that we would put signage up for? How “permanent” does a group need to be for signage to be an option? How is that determined? What are expectations about maintenance or removal in the case of the group no longer is utilizing Trinity space? What value do we gain from signage being added to our building referencing renters?

Discussions and Decisions:

United Church Self-Assessment (deadline: December 15) - Jacquie and Julie have gone through the first part of the document, and Donna & Elijah & Sandra met to bring the document to a place where it can be ready to bring to the Leadership Team for their input.

The "Joys and Sorrows" and "Hopes and Fears" section was brought forward for us to discuss. Points were shared for Donna to include in the assessment. We also went through the different policies to learn what we do and do not know.

Structure Support Team:

The House Group Leaders met Sunday, October 06, and the following is the House Group schedule for 2025.

House Group A (Patti) - April and November

House Group B (Sylvia) - May and October

House Group C (Cassandra) - January and September

House Group D (Lori) - February and June

House Group E (Denise) - March and December

If something comes up and a month will be particularly difficult for the groups to fill the tasks, they will work with the other house group leaders to trade months. This fulfills Denise's commitment to the structure support team at this time. Do we need to take any action regarding vacancies other than what was decided at the last meeting?

Finance Report:

Motion: To approve the financial report as presented.

Moved by: Donna Matthews

Seconded: Diane Routledge

Carried

M&P Report:

Jacquie attended an office admin conference last month and found it to be a wonderful learning event. She was very grateful for the opportunity.

While Julie was off and working part-time she was accruing vacation time but per the insurance rules, she was not permitted to use that time. Now that she has returned, she has 3 months of banked vacation. Discussion has been taking place with M&P on how to take this time. Elijah has completed his required pastoral courses.

Calendar Review: *Note – Winter Wonderland Event.* Discussion was held about this event and the things we will need to do to prior to this, i.e. cleaning up our clutter in various rooms. Could Jacquie get a little more information from BBBS about what their plans are and what is needed from our spaces?

Worship Review and Plans

A joint service was held with MacGregor on October 6 at Trinity.

Baptism was celebrated on Thanksgiving.

Julie and Elijah need to start working on plans for Advent. Does the Leadership Team have any input that should be considered? The JCT has been working on the assumption that Trinity would expect to have a Christmas Eve service at our usual 7 pm time. Is there investment from the Leadership team for any other special services? We assume that we will be reaching out to see whether other churches are interested in the Service of Remembrance and Hope.

November worship schedule
3 – Elijah & Julie (yearly in memoriam)
10 – Julie & house group
17 - Elijah
24 – Julie & Norman

Joint Coordinating Team

MacGregor graciously moved their Thanksgiving lunch to enable Elijah to join the anniversary lunch at Trinity on October 27. MacGregor will be holding their Christmas eve service at 7:00 p.m. MacGregor also offered that Elijah can attend alternate churches on alternate years, which was agreed to by the Trinity reps. It was agreed that he can lead worship at MacGregor in 2024. The committee will meet again in February.

CE/Faith Formation/ Sunday School Report:

Cadence has been leading a Sunday School program each week, except for the one week she was sick at home with Covid. Amelia Rintoul was recruited to work with her on Thanksgiving when we knew that we would have at least 10 extra young children present. Interestingly, the Sunday School group has not been the same any two weeks. Thus far we have had young people present each Sunday, although the age groups have varied widely.

Group Study- Finishing up this week. Looking ahead to a confirmation date.

100th Anniversary – Julie has reached out to Gladstone, MacGregor, Oakville and McKenzie to see if they would like to plan something jointly to commemorate the anniversary. She has heard back from MacGregor and McKenzie with their planning reps. She has heard from the Oakville minister that he wishes to be kept apprised of whatever is happening. Other than Julie, do we have Trinity reps to that planning process? Should we have a “minute for...” during the church announcements and put a call out for volunteers? Stephanie will do this.

UCW Report - This past summer the UCW coordinated lunch for the Air Show volunteers. A team of many volunteer sandwich makers came together like a well-oiled machine, and very recently a cheque was received for \$2 500 for the fruits of their labour. This amount is well over and above the amount they were expecting. (They were figuring about \$1 600).

Property: The boiler has had its annual servicing and maintenance performed early October. Traffic signage has been placed at the east & west ends of the parking lot to encourage motorists to slow down. South side projector in sanctuary – Jacquie has left a call with the technical department of MyProjectorLamps CA where we purchased our projector bulbs and is waiting for

a call back. The one bulb is still giving an error message. No other information available at this time.

Stewardship: This year the stewardship theme will focus on Gratitude, through the month of November. A mailing will be sent out in the first part of November, and the theme will be reflected on Sundays in an ongoing way. The plan is also to include an article in the November Trinitidings.

Trustees: Trustees met in October, and noted that they have been struggling with how to respond to a request to have a window dedicated for a family who no longer lives in Portage. We have no guidelines or policies in place about our expectations with regards to “naming” particular things, although there have been individual decisions made in the past. The trustees would like to have an ad hoc group come together to propose some guidelines when these sorts of questions pop up from time to time. They have named a couple of trustees who would work together with a rep from finance and a rep from leadership (and maybe stewardship?). This meeting will not happen until December, due to commitments already in place. Deferred to next month.

Trustees also received the request noted in correspondence about signage, but as it is a request from a casual renter, and not one of our lease renters, it was felt the decision belonged to the leadership team. The annual check in with our lease renters and setting of rent will happen before the end of 2024.

Safe Workplace Task Group: Surveys were completed with a good response. Task group met, Mary Lou was planning to meet with the nursery school about their needs. Stephanie is to reach out to the CSO and learn more about their roles in the community. Need a better understanding about the doorbell system regarding what works and what doesn't work.

TriniTidings: The next one is scheduled for November – deadline of November 15, go out November 22.

Prairie to Pine Region: Prairie to Pine Regional Council Online Meetings were held October 10 & 17, attended by Elijah, Julie, Brenda. Kelly gave us a briefing of what is being planned for next year. ALF is coming up this weekend in Winnipeg.

Affirming Ministry:

Membership Status Update:

New members

Motion: To accept Kyle Rushton as a candidate for membership

Moved by: Stephanie Verhoeven

Seconded: Alan Brown

Carried

Transfer:
Deaths

Members:

Adherents & Other:

Isabel Matthews, September 16, 2024

Sheldon Hiltz, September 21, 2024

Gary Little, September 22, 2024 (Salmon Arm, BC)

New or unfinished Business:

Hybrid meetings and tech support decision is deferred indefinitely.

Next Meeting: November 20, 7:00 pm

Closing Prayer was shared by Elijah Mwandila

Adjournment: 9:14 pm

_____ Stephanie Verhoeven, Acting as Chair

_____ Tanis Essery, Secretary