

Churchill Park United Church
Leadership Team Meeting
May 20, 2021

Present: Glenn Harrison (Chair) Rev. Dawn Rolke, Joanne Davidson-Jury (Treasurer), Shannon Stewart (Chair-Elect), Don Young (M&P), Richard Baschak (Regional Council), Elaine McCrimmon (Secretary), Linda Arklie (Trustee), Allison Bloomer (Member-at-large)

The meeting was called to order by Glenn at 6:10.
A quorum was present.

Dawn led the group in prayer, referenced by The Prayer Tree.

2. **Approval of Agenda** by consensus, with the addition of correspondence.

3. **Minutes of March 18, 2021** were circulated prior to the meeting.

Motion for approval moved by Joanne and seconded by Allison. APPROVED.

4. **Draft 2020 Congregational AGM Minutes** were circulated prior to the meeting.

Motion that the minutes be accepted for congregational approval moved by Richard and seconded by Shanon, with the following changes:

- #4 - "with Korean UC concurrence" and "reduced amount to \$8063 each for KUC and CPUC".
- 6.1, add "building operating". APPROVED.

5. **Correspondence:**

From Gwen Krahn, resigning as Trustee. Glenn Harrison has sent a Thank You for her service. The position will be filled at the next AGM. Question: do trustees have to be members of the congregation? Linda will follow-up.

6. **New Business:**

i) CPUC is closed due to the pandemic restrictions, except for the kitchen. KUC is no longer worshipping in the building.

ii) Allison and Graham have put Mactac liners on the shelves in the Commercial Kitchen. It was noted that the dishes are dusty, they will be rewashed when the church is reopened. Thanks to Allison and Graham for their work.

iii) Signage for the Affirming church: Don will follow-up and write Shannon McCarthy for UCC permission for the signage. A banner has been ordered from a Brandon business, decal from Pembina business. Don will follow-up with Cindy for information.

iv) Request to consider Refugee Sponsorship. From Joseph and Zainab for Zainab's sister and her family. Dawn will set up a meeting with Joseph and LT members.

7. **Reports**

i) Treasurer's Report (Joanne):

- Support may be needed from the Planned Gift Fund in the summer to cover a deficit.
- Solar credits accumulated over the summer are expected to reduce the electric bill.
- See Treasurer's Financial Report for additional information.
- Joanne advised that she will not be standing for re-appointment as Treasurer next year. She is giving advance notice of this because the UCC recommends a 6-month transition period covering a year-end when the treasurer changes. Glenn and Dawn thanked Joanne for her years of expertise and service.

ii) Ministry and Personnel (Don Young):

- Bookkeeper is still learning the Sage 50 System. The system can now be used to analyze rent income by building area. Bookkeeper is still working more hours on bookkeeping than allotted.
- M&P will follow-up with Bookkeeper on monitoring her hours.

iii) Fundraising:

- Suggestion to collect items for the garage sale during the summer if it is to proceed. If not, what other suggestion to fundraise might be considered. To reassess in June.

iv) Messy Church (Shanon):

- Shanon advised that the 2021 International Messy Church Conference, postponed from 2020, will be available in Winnipeg on Zoom, free for four days, October 14 - 17. IMC's plan is to use 2020 grants for the conference.

v) Minister's Report (Dawn):

- Weekly Zoom meetings continue (Worship and Music meeting, Staff Meeting, Wed afternoon Zoom, Choir).
- Many families are needing support. There was a request by one for meal support. Dawn to assess needs. Dawn will seek volunteers for occasional meal provision.
- Prairie-to-Pine Regional AGM is being held via Zoom on May 29 and 30. Dawn and Richard will attend.
- Information about how to make donations to CPUC, and to the Memorial and Planned Gift funds, will be shared in the weekly Announcements.
- Martin Peach's service will be held Sunday, May 23 at 3pm.

12. New Business:

- Safety Standards need to be addressed to ensure safe conditions for volunteers and staff at the church building. Dawn will seek a volunteer to be Safety Officer. Note: Safety Standard courses are available online.
- The paddles on the AED need to be changed. Dawn will ask Wayne to follow-up.
- Summer Worship. We will share Zoom Worship with the Ft. Gary United Church for the summer. From June 27 - August 1, Dawn will lead (with Cindy and Arlene). From August 8 – September 5, Rev. Min Goo will lead from Fort Garry. This was a positive experience in the summer of 2020.

- Security of Online Minutes. A concern was brought forward regarding the security of online LT Minutes. Discussion about password protection. Decision made to keep Minutes open and without a password, but to be diligent about what information goes into the Minutes.
- Office Administrator and Bookkeeper Update:
 - o Volunteers are needed to learn, and run, Power Point during worship services. Cindy will train volunteers.
 - o If Cindy is away from the office and phone, John McNairnay can be called if there is questions about rentals.
 - o Cindy will confirm current office hours with the church office being closed, so they can be posted and adhered to by all needing office assistance. M&P to resolve.
- Shaun Loney Congregational Workshop is set for June 10, 6-8pm. To learn about Social Enterprises and the church. All are welcome.
- 10-year Visioning Team: who will be on the team, how to do this during COVID. Implement after June 10 session, ask for volunteers.
- LT Training Session: plan to do in Sept when it can be held in person.

Today was Glenn's last meeting as Chair. Thanks to Glenn for his work, leadership and dedication. Shanon looks forward to assuming the Chair next month.

Next meeting: June 24, 2021, 6 pm on Zoom.

Meeting adjourned at 8:04 pm.

Original Signed By: Glenn Harrison, Chair and Elaine McCrimmon, Secretary