

**CHURCHILL PARK UNITED CHURCH  
LEADERSHIP TEAM MINUTES  
Thursday, February 18, 2021**

**Attendees:** Glenn Harrison (Chair), Shanon Stewart (Chair-Elect), Linda Arklie (Trustee Rep), Richard Baschak (Regional Rep), Joanne Davidson-Jury (Treasurer), Don Young (M&P Rep), Elaine McCrimmon, Rev. Dawn Rolke

**Regrets:** Allison Bloomer

1. CALL TO ORDER: The meeting took place via Zoom and was called to order at 6:00 p.m. Dawn Rolke agreed to act as recording secretary for the meeting.
2. OPENING PRAYER. Dawn offered an opening prayer from the book, *Birdlike and Barnless*.
3. APPROVAL OF AGENDA:  
Agenda was approved by consensus.
4. APPROVAL OF LEADERSHIP TEAM MINUTES:  
***MOTION: Moved by Joanne Davidson-Jury, seconded by Don Young, that the minutes of January 14, 2021 be approved as circulated. CARRIED***

5. CORRESPONDENCE:

**5.1 Covenant Package from Prairie to Pine Region**

Package includes a Certificate indicating the Covenanted relationship between CPUC and the PtoP Region, as of Sept 3, 2020; a letter welcoming us to the Covenant; a Covenant document laying out the terms of the relationship and. Request for the Covenant to be signed and send to a) Lynne Sanderson and the Regional Office.

**5.2 College Sunday 2021**

Dawn will contact Betty Young and see about hosting St Andrew's College in 2021.

**5.3 Gifts with Vision package**

Suggestion to promote Gifts with Vision among people throughout the year.

**5.4 Christmas Card of thanks** received from Oak Table Ministry

**5.5 Minutes for Mission Booklet**

M and S stories are now available in several formats, including a devotional format. CPUC is encouraged to identify people who are strong supporters of M&S and have them speak to their commitment throughout the year. COVID has sparked a change in the way M and S videos are produced. Up-to-the-minute videos will now be produced throughout the year and distributed immediately to congregations for use in worship.

**5.6 Request about Refugee Sponsorship**

More information to be sought about the sponsorship and then a meeting held to determine congregational interest and capacity in undertaking the family in question. Two other sponsorships are in currently in process.

## 5 BUSINESS ARISING:

### 6.1 COVID-19 and building reopening.

Korean United has resumed in-person worship at 10% capacity (less than 25 people). We've received a request from a Choir Director to re-start numerous choirs in the building. Dawn will call a meeting with John M, Glenn H, Wayne A, Cindy K and Rev Cho to determine the way forward.

**6.2 Property Management.** Wayne Arklie has advised that the church boiler has been unstable affecting heat in the building. A replacement part for the motor has been purchased and installed. Some of the church radiators are not working. Wayne will arrange an evaluation of the radiators. Affirming Ministry Outdoor signage will happen when weather warms up.

**6.3 Sound System.** Richard conferred with Rev Cho. The Sound System seems to be working fine. Richard will create a simple Instruction sheet on how to turn the system on and off, and to re-set if the default settings get messed up.

**6.4 Bike Rack Replacement.** In process. We are committed to this. Perhaps a fundraiser?

**6.5 Pantry cheque.** Cheque was received and cashed.

**6.6 Property Insurance Forms:** Linda A reported that she had to change insurance a bit because of Solar Panels. Suggestion that electricity gained from panels and corresponding Hydro solar credits be periodically put in Weekly Announcements.

## 7. REPORTS:

### 7.1 Treasurer's Report (*Joanne Davidson-Jury*)

7.1.1A second draft the 2021 budget was presented. As suggested at the January meeting, the Messy Church budget and the Supply Preaching budget lines have been increased.

***MOTION: Moved by Joanne Davidson-Jury, seconded by Shanon Stewart, that the draft budget be submitted for approval to CPUC at the Annual General Meeting. CARRIED***

7.1.2 More pledges have arrived since the January meetings. Pledges now exceed those received in the previous year.

7.1.3 The kitchen rentals continue to do well, and kitchen usage is at capacity.

7.1.4 Agreed that the Petty Cash amount be adjusted to \$300.

7.1.5 Minister will be added to Church Visa as a signing authority, along with the Church Administrator. Joanne will start the paperwork.

7.1.6 Suggested that the PtoP Region offer guidance on Reviewer costs: What price is normal? Dawn to call Judy Hare. Joanne to give Dawn information on the Reviewer's tasks. Research on Reviewer costs at other churches will continue and we will remain with our Reviewer for the 2021 year.

## **7.2 Ministry and Personnel Committee Report (*Don Young*):**

Noted that staff people have received letters informing them of their pay increases.

## **7.3 Messy Church Report (*Shanon Stewart*)**

“Virtual Messy Church” will be held on Friday, Feb. 26.

## **7.4 Minister’s Report (*Dawn Rolke*)**

7.4.1 Dawn expressed thanks for the Christmas gift, the warm note in the card and the pay increase. LT expressed cudos for Dawn’s video story at most recent worship service.

7.4.2 At the request of the LT, Dawn looked into the changes in pledges and discovered the following: most pledging units increased their pledge by a small amount and five new households were added to the pledge list. Four pledges were cancelled due to death or significant health changes. Three households decreased pledges.

7.4.3 Noted that Cindy has set up a bookkeeper email address, as requested, as follows: [bookkeeper@churchillparkunited.ca](mailto:bookkeeper@churchillparkunited.ca). It was effective December 1, 2020.

**7.5 2021 Annual Meeting** --all reports are due at the office by end of next week. The annual report will be distributed mainly by pdf. Linda Arklie has kindly agreed to be meeting secretary.

All reports were received with thanks.

## **8. NEW BUSINESS:**

### **8.1 LT Secretary**

Elaine McCrimmon has accepted the position of LT Secretary. She will begin after the AGM. Dawn will continue as acting secretary until then. Warmest thanks, Elaine.

**8.2 Next Meeting Date** – Thursday, March 18, 2021 at 6:00 p.m. via Zoom.

9. ADJOURNMENT: The meeting adjourned at 8:00 p.m.

Original Signed By: Glenn Harrison (Chair) and Rev. Dawn Rolke (Acting Secretary)