

Churchill Park United Church
Leadership Team Meeting
June 24, 2021

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

The meeting was called to order by Shanon at 6:08.

A quorum was present.

Blake Forbes was welcomed as a guest. John McNairnay will join the meeting at 6:30pm.

1. Opening

Dawn shared a story about a Rabbi. She encouraged us to listen to the things we are hearing more than once.

2. Approval of Agenda by consensus, with an addition to Business Arising.

3. Minutes of May 20, 2021 were circulated prior to the meeting.

Moved by Joanne Davidson-Jury, seconded by Richard Baschak that the minutes be approved.

After some discussion, this motion was lifted from the table so that some items in the minutes could be corrected. The corrected minutes will be brought to the next meeting for approval.

4. Correspondence:

i) From a member of the congregation: Suggestion that CPUC make a financial donation to the Winnipeg Free Press Faith Page.

Agreed by consensus that CPUC will make a \$100. one-time donation.

ii) From Joanne Davidson-Jury. Letter of resignation.

iii) From Shanon. Donna-Jean Krahn has volunteered to help with Health and Safety at CPUC. Question: to whom will the Officer/the Health and Safety Team report? For future discussion.

5. Business Arising:

i) Don and Betty Young are ordering the Affirming Ministry logos for the outdoor sign. Construction of Pride banner is ongoing.

ii) Re-opening of Building and return to in-person worship will be addressed in Dawn's report.

iii) From Linda Arklie: A Trustees Committee can consist of congregational members *and* adherents, with one condition: the *majority* on the committee must be congregational members. Additionally, trustees must be approved by the congregation.

6. Reports:

i) **Building Report** (John McNairnay):

- John presented a updated Fee Structure for Space/Room Rentals in the building. These changes exclude the Commercial Kitchen; fees for the Kitchen were updated in 2020. The new price structure has a *regular* user price (for those who rent 10 times per year or more) and a *casual* user price. One change was suggested to the fees proposed: to increase the rental price of the Board Room for casual users.

Moved by Don Young, seconded by Glenn Harrison that the proposed changes be accepted. APPROVED.

- New rates will take effect immediately for new renters. Ongoing renters will be contacted about the changes; for them, new prices will take effect on September 1.
- New renters will be charged a \$20. deposit when they make their first booking.
- New prices will be adjusted on the website; a new Rentals brochure will be created.
- Many thanks to John McNairnay for his excellent work as Volunteer Rentals Manager.

ii) **Treasurer's Report** (Joanne):

- \$10,000. was transferred from the Planned Gift Fund to cover an anticipated summer deficit.
- Blake Forbes has volunteered to be the CPUC treasurer. Joanne will complete the mid-year GST claim and the KUC report.
- Appreciations expressed to Joanne for her service over many years.

iii) **Ministry & Personnel** (Don):

- Update on concerns regarding the Bookkeeper workload.
- Suggestion that the hours posted after the Office Administrator's Signature on emails be changed to reflect actual hours: 9am-1pm Tuesday through Friday were the posted hours before the pandemic.
- Summer hours for Administrator will be Thursday through Sunday. Calls that arrive Monday through Wed. will go to voice mail and will be retrieved on Thursdays.
- Discussion about raising the hourly wage of the Office Administrator/Bookkeeper.
- M&P has encouraged the Office Administrator to take an extra week of vacation this summer in lieu of overtime.
- Don will hold a Staff and Leadership Team BBQ in his backyard in July. Hosted by the M&P.

iv) **Fundraising:** No final decision on a Fall Garage Sale. To discuss at next LT meeting.

v) **Messy Church** (Shanon): No report.

vi) **Minister's Report** (Dawn):

- Reminder: Worship begins at 10:15 from June 27-Sept 5.

- From June 27 until August 1, Dawn is on-call for Fort Garry United and Crescent Fort Rouge (for pastoral care emergencies). From August 1 to Sept 5, Min-Goo Kang and Marc Whitehead are on call for Dawn. Cindy has phone numbers if they are needed.
- Discussion about remaining on Zoom (only) for Sunday worship throughout summer. Agreed.
- If we want to offer in-person gatherings this summer, a mid-week gathering in the Garden is suggested. John McN has agreed to contact the Ukelele Group and determine interest in re-starting. Agreed.
- Dawn and John McN are determining the best plan for Hybrid worship in the fall and will report on progress at the next LT meeting. Some form of hybrid worship will be ready for launch on the second Sunday in September. Agreed.
- Requests for volunteers for various tasks were recently posted in the weekly Announcements. We had a good response: 4 volunteers will learn Power Point for worship; 1 person volunteers to help with Health and Safety; 3 volunteers will make occasional meals for people going through a rough time.
- A letter was received from Prairie to Pine Regional Office. The regional staff are giving up their office space and seeking a smaller space. They hope to move into a church. Discussion. Agreed that we do not have the space at this time to offer office space.
- From the staff:
 - o Weekly staff meetings during COVID have been very beneficial. We will continue them after the pandemic. It was important to have the LT Chair at meetings during the pandemic. Many thanks to Glenn H for his participation.
 - o Wayne purchased a new lawn mower. The old one was broken and too expensive to fix.
 - o A year has passed since the Solar panels were installed. We can now apply for a \$1000 holdback of the Faithful Footprint grant. Wayne will complete the rebate application.
 - o Wayne seeks permission to get some quotes to replace shingles on the church building. Approved.

7. New Business:

- i) Resignation letter of Joanne Davidson-Jury as Congregational Treasurer.
Moved by Linda Arklie, seconded by Richard Baschak, that the Leadership Team accept the Resignation of Joanne Davidson-Jury as Congregational Treasurer, with deepest gratitude for her service over many years, effective June 30, 2021.
APPROVED.
- ii) Notes from the Special LT Meeting on June 17, 2021 meeting with Blake Forbes to discuss the treasurer position. Attached.
Moved by Joanne Davidson-Jury, seconded by Linda Arklie, to approve the notes from June 17, 2021 meeting.
APPROVED.
- iii) Recommendation from the Special LT Meeting on June 17 to appoint Blake Forbes as the congregational treasurer.

Moved by Linda Arklie, seconded by Glenn Harrison, that the Leadership Team accept the recommendation of those present at the Special Leadership Meeting on June 17, 2021 to appoint Blake Forbes as Congregational Treasurer, effective July 1, 2021.

APPROVED.

Next meeting: 6pm, July 29, 2021.

Meeting adjourned at 7:59 pm.

Original Signed By: Shanon Stewart, Chair and Elaine McCrimmon, Secretary