

St Andrew's River Heights United Church
Service Team Meeting Tuesday January 17, 2017
Lounge @7:00 pm

Administration

Call to order: 7:00 pm by Chair Joan Stevenson.

Present: Karen Lumley, Cathy Kinsman, Joan Stevenson, Paul Webster, Linda Paul, Bill Craddock, Fred Cross, Peter Brehaut, Sharri Bertram, Anne Grewar, and Kelvin Koots.

Devotional: Joan Stevenson

Approval of agenda: The agenda was approved with the addition of one item under Correspondence and an item from Affirming under Discussion.

Approval of minutes from December 13, 2016: The Service Team agreed to accept the minutes of the previous meeting as circulated.

Business arising: There is currently nobody signed up to lead the devotional at the February Service Team meeting. Anyone who may be able to do the devotional was asked to inform Joan.

Correspondence: Joan informed everyone of the United Church grants called "Spring 2017 Seeds of Hope." Information is available on the United Church of Canada website.

Discussion

1. Finance Group Presentation

Bill presented the year-end financial statements for 2016 and the budget for 2017.

Regular offerings in 2016 were close to budget. Mission & Service collections were under budget, and Bill noted that in the 2017 budget, the percentage of regular offerings to be contributed to Mission & Service has been reduced from 6% to 4%. However, the budget for Mission and Service contributions has been increased to \$4,000. Fundraising was under budget in 2016. The 2017 fundraising budget includes both the Goods & Services auction and the Garage Sale. Cathy suggested adding a Quiz Night for \$2,000. Money transfers have been reduced in the 2017 budget since it is expected that we will need to draw money out of investments in order to cover deficits. Rental income was down in 2016, but is expected to be higher in 2017. This is due to the return of Gilbert & Sullivan, as well as an increase in both the quantity and rate charged for recitals since we acquired the new piano.

On the expense side, Maintenance & Repairs were over budget in 2016. However, this was partly due to much work being done on steam traps and radiators, so it is expected that maintenance expenses will be lower in 2017. Cleaning supplies were over budget largely due to paper towel use. There is no Major Repair budget for 2017, and Bill noted that last year's Major Repair budget was unused. Office expenses were over budget in 2016 due in part to colour printing. Finance expenses were under budget. Bill then discussed committee expenses in the 2017 budget. The Choir Bursary has been raised from \$100 to \$120 per month. It was noted that the Worship interest group would like to purchase more hymn books, which was not included in the budget. However, it is

believed that there may be extra money in the Worship budget to do so. Regarding the Outreach grants, Karen suggested a change to the 2017 budget in which the \$1,000 grant for Siloam Mission instead would be granted to 1JustCity.

The budget for 2017 projects a deficit of \$18,597. Bill noted that if we end the year on budget, we will have no retained earnings, and that they will have diminished from \$91,949 at the end of 2011 to -\$8,021 at the end of 2017. Part of the reason for this is that while salaries have increased, member givings have not increased at the rate of inflation. It is also likely that less money will be transferred from the Foundation next year.

The Finance committee recommends the budget to the Service Team for approval, subject to a decision regarding the increase of salaries for non-ministerial staff. (It was noted that the salary increase for ministers is mandated by the United Church of Canada.)

Motion: L. Paul/A. Grewar that the salary for support staff is increased by 1% in the year 2017. **Carried with one person abstaining**

Motion: B. Craddock/L. Paul that the Service Team approves the 2017 Budget as presented and amended. **Carried**

Paul noted that the Finance committee has requested approval from the Service Team to prepare a detailed plan of action to address the ongoing deficit issues. Everyone was in favour of this proposal. Cathy noted that Stewardship should also be involved.

The Service Team then voted on the following four motions, which were previously presented at the meeting on December 13, 2016, related to the CIBC-WG Investment Account

Motion 1: B. Craddock/L. Paul that effective immediately, that St. Andrew's River Heights United Church open a bank account at the CIBC, Grant Park branch, for the purposes of facilitating the opening of an Investor's Edge investment account with the CIBC. **Carried**

Motion 2: S. Bertram/P. Webster that all cheques issued on the new CIBC account must have two signatures. **Carried**

Motion 3: A. Grewar/F. Cross that the following people will be the signing authorities for the new CIBC bank account and will have trading authority for the Investor's Edge account:

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|------------------------|--|
| 1. William J. Craddock | Treasurer |
| 2. Paul Webster | Vice Chair |
| 3. David Wreford | Member at large & Secretary, St. Andrew's River Heights United Church Foundation |

Carried

Motion 4: S. Bertram/P. Webster that the combined value of all investments plus cash in the St. Andrew's River Heights United Church Investor's Edge account with the CIBC shall not at any time exceed \$100,000 CDN. **Carried**

2. Hungarian Interest Group update – Karen

Karen is working on connecting with Zsolt, a representative from the Hungarian Interest Group. The group has submitted a budget, which Karen will discuss with them.

3. Nominating – Linda

A new member-at-large, Jeff Kremer, will join the Service Team after the AGM. Nominating is currently in the process of finding chairs for Worship and Finance. It was noted that a few people have expressed interest in becoming members of the Worship and Finance Interest Groups. Linda reminded everyone that the role of Nominating is to appoint Interest Group Chairs, and that new Interest Group members can be recruited by anyone on the Interest Group.

4. Remit Update – Joan

Joan explained that it is important to vote on the remits because if we do not, it is equivalent to voting "no." Joan reminded everyone that the congregation will be invited to the February Service Team meeting at 7:00–7:30 pm for a presentation and discussion of Remit 1: Three Council Model and Remit 2: Elimination of Transfer and Settlement. The Service Team meetings in May and November will follow this same format for the subsequent remits.

5. Affirming – Anne

Anne asked if anyone had heard feedback from the congregation on Bradley West's message during worship on January 15. Several people said that they heard only positive feedback from members of the congregation. Anne informed everyone that the Affirming Interest Group is looking at bringing in another speaker April 30 after worship.

New Business: None.

Adjournment: 9:15 pm

Next Meeting:

Tuesday, February 21, 2017