

**St Andrew's River Heights United Church**  
**Service Team Meeting Tuesday September 27, 2016**  
**Lounge @7:00 pm**

**Administration**

**Call to order:** 7:00 pm by Chair Joan Stevenson. Joan thanked everyone for agreeing to change the meeting date from September 20 to September 27, 2016.

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

**Devotional:** Cathy Kinsman

**Approval of agenda:** The agenda was approved with the addition of three items under Correspondence.

**Approval of minutes from June 21, 2016:** The Service Team agreed to accept the minutes of the previous meeting as circulated.

**Business arising:**

- **Hungarian Church Archives:** Bill has not yet heard from the Hungarian Congregation to know if they have sent archived material to the United Church archives as was requested. It has been noted that the Hungarian Congregation has done little to integrate into St. Andrew's according to a previous agreement but rather continues to operate as a separate entity. Bill is currently acting as their treasurer. The Service Team approved the suggestion that Joan will communicate with the Presbytery Executive to seek clarification as to how to move forward.
- **Interest Group monthly minutes:** At the June meeting, it was wondered if the Interest Groups' minutes should be distributed to the Service Team. In the previous governance model, committees sent their minutes to the office administrator and provided a report to the Board. As per the Governance Working Model Terms of Reference, it was determined that Interest Groups will provide a report to the Service Team quarterly and will continue to send their minutes to the office administrator.
- **The Ministerial Team has agreed to present at the Service Team meeting each May.**
- **The Assiniboine Residential School reunion has been postponed until June 2017.**

**Correspondence:**

- Deborah Metcalfe and John Barber have uncovered from the Property Registry Office an old title of our church; this document indicates three trustees whose names are unfamiliar to anyone on the Service Team or to people whom Deborah has asked. Deborah is in the process of investigating the possibility of updating the title. In the meantime she is investigating three other issues: Are the three gentlemen deceased? Who would sign the transfer of land documents required? Are churches exempt from paying the land transfer tax?

- A memo from Presbytery has informed of a learning opportunity on “Social Media & Evangelism.” This will be announced in the bulletin.
- A letter from Shannon McCarthy of the United Church of Canada indicates a change in how church courts post and distribute minutes. It is now required to post on our website, both draft minutes and approved minutes of regular Service Team meetings.
- Joan met with a congregation member who feels that insufficient information has been shared with the congregation regarding the Governance Working Model. Then on another note, the same individual suggested that financial updates possibly be put in the bulletin now and then so that the congregation might know ‘the givings’ as well as the ‘shortfall’.

## Discussion

### 1. Team Building: Cathy and Karen

### 2. Interest Groups Annual Visit – Joan

Joan distributed the draft document “*Interest Groups and Service Team Working Together for St. Andrew’s River Heights United Church.*”

The Service Team was asked to review the section “How to prepare for the Annual Visit to the Service Team.” It was determined to add the following question: “What goals did you achieve in the past few months?”

The Service Team then reviewed the format for the quarterly reports from the Interest Groups. It was agreed to delete the third point, “An issue that we believe merits discussion/approval by the ST so that our Interest Group may move forward with an initiative/action.” And replace it with the following: “How is your Interest Group living out inclusivity as part of an affirming ministry?” (see also Affirming report below)

Finally, Joan informed the Service Team liaisons that they should begin contacting the Interest Groups informing them of their respective visit date as well as what are the expectations therein.

### 3. Stewardship – Cathy

Cathy reported that a working group has been formed for Stewardship, which consists of the following members:

Cathy Kinsman – Acting chair  
 Bill Craddock  
 Lorne Hurst  
 Greg Fearn  
 Iris MacKay

Josh Ward  
 Marion Lenore-Miller  
 Rob Siddal  
 Clark Brownlee

#### **4. Affirming – Anne**

Anne explained how an intention of the affirming process was for the various Interest Groups, in all of their work, to reflect that St. Andrew's is an affirming ministry. The Service Team discussed ways it could encourage all Interest Groups to think about affirming. Some suggestions were:

- Host a workshop on inclusive language
- Revise the St. Andrew's River Heights United Church Regulations Document in regards to our role as an affirming congregation
- Include the following question in the guidelines for the annual visit to the Service Team and for the quarterly reports: "How is your Interest Group living out inclusivity as part of an affirming ministry?"

#### **5. Devotions at ST meetings**

A sign-up sheet was passed around. Cathy encouraged everyone to consider leading a devotional or offering hospitality at one of the meetings.

#### **6. Finance/ Treasurer Report – Bill**

The financial statements to the end of August 2016 show a deficit of \$58,663 which is \$13,609 worse than budget. Committee expenses were under budget, while revenue was close to budget. The increased deficit is due primarily to maintenance and repairs, which totalled \$33,554.

The Heating System report sent in May by Roger Kane to the Board (now Service Team) recommends possibly replacing the boiler and possibly looking at a new Heating system within the next 3-5 years. In considering replacement of the heating system, Bill expressed that we must look at the future of our church. The Finance Interest Group has not yet discussed the report in detail. Paul proposed seeking a second opinion on the heating system, to which everyone agreed.

Bill further stated concerns with our lease to the daycare. It is believed that the costs associated with having the daycare occupy the building are greater than the amount we receive in rent. It will be important to look at our agreement with the daycare when it expires.

#### **7. New Business**

##### **a. Remit update: Karen & Cathy**

There are five remits which must be voted on by June 30, 2017. Linda suggested that the congregation should be informed about the remits, even if the Service

Team decides to vote on its behalf. Cathy and Karen will prepare a written update to share with the congregation.

**b. Presbytery Sponsored Event: Karen**

The workshop “Church Re-????” will take place Saturday, October 15<sup>th</sup> from 9:00 a.m. to 3:00 p.m. at Churchill Park United Church. A sign-up sheet has been posted in the Narthex.

**c. Daycare and P & A Meeting: Fred**

Representatives from the daycare recently met with Property & Administration in order to discuss concerns related to snow clearing. A letter will be sent to the daycare stating that our current snow clearing services comply with the lease agreement.

**8. Adjournment: 9:25 pm**

**Next Meeting: October 18<sup>th</sup>, 2016 7:00 PM Lounge**