

St Andrew's River Heights United Church
255 Oak Street
Service Team (ST) Meeting Minutes – Tuesday, November 20, 2018
Boardroom @ 7:00 pm

Present: Linda Paul, Ellen Bruneau (for Michael Duncan), Bill Craddock, Paul Webster, Anne Grewar, Peter Brehaut, Karen Lumley, Jeff Kremer, Rob Siddel

Regrets: Michael Duncan, Lorne Hurst

Guests: Mary Best

Gallery: Gord Shawcross, Rita Swan, Ruth Mackenzie

Administration

1. **Call to Order:** Paul Webster called the meeting to order and the group read the vision statement. Paul welcomed Mary Best to the meeting.
2. **Devotion:** Karen Lumley led the group in a devotional based on a reading from "Leadership wisdom of Jesus" by Charles C. Manz. She also led the group in prayer.

Paul Webster took the agenda immediately to the presentation by Mary Best from the JPR committee of Winnipeg Presbytery.

Mary reported that the job description for the Youth and Young Adult Coordinator is fine the way it is. She suggested that rather than refer to the CDM in the Ministry job description that we simply call the position "Part time Minister".

She advised that it is possible to do the Ministry Profile once the Part time person is in place.

A question was asked why there seems to be a discrepancy between what the Team was told in April as compared to now. Mary Best is unsure why the discrepancy occurred.

Moved by Linda Paul, seconded by Anne Grewar and carried "that Gallery members be allowed to ask questions". After considerable discussion the ST was clear on the direction presented by Mary Best.

- In short: that a minister would be approached to apply for the position
- That the person would meet with Karen Lumley and ST members
- That a recommendation would come to the ST
- That the ST would meet to appoint the Part time Minister
- That all of this would be completed by November 30, 2018

Mary was here excused from the meeting and thanked for her presentation.

3. **Approval of Agenda:** Paul Webster took the group back to the original agenda: Moved by Rob Siddel, seconded by Peter Brehaut that the agenda be approved as amended. Carried.

4. Minutes:

a) Approval of Minutes from October 16, 2018

Moved by Bill Craddock, Seconded by Peter Brehaut that the minutes of the October 16, 2018 St Minutes be accepted as circulated. Carried.

5. **Business Arising:** there was no business arising
6. **Correspondence:** there was no Correspondence

Items for Discussion/Update

1. **CDM and Youth Coordinator Update – Mary Best (see above)**
2. **Treasurer’s Report – Bill**

Most revenue an expense items continue to remain close to budget. Member givings are \$6,677 over budget similar to past months. Total expenses are \$18,867 less than budgeted due to a reduction of \$27,616 in ministerial staffing. This is offset by the \$6,223 expended on the telephone system upgrade.

Looking forward there is an expectation that offering will be close to budget by year end. This is based on observations while preparing pledge forms.

At the Foundation annual meeting on November 7, 2018 it was requested that due to the change in ministerial staffing that the allocation to the church be capped at \$37,500. The Finance committee discussed and agreed to this at its meeting on November 18, 2018. Also the church treasurer requested a 2019 allocation from the Foundation which is in line with their 2019 earnings and bylaws. The request was also discussed and accepted by the Finance Committee. This amount will be in the vicinity of \$30,000.

Thus far, 52 member pledges have been received for 2019. There are 20 people who increase their pledge. This gives a 3.22% increase averaged over all pledges. Based on these pledges the projection for total member givings will be \$274,130 for 2019. This number may increase or decrease as more pledges are received. This budget compares to \$278,300 for 2018. The projected number also depends on the 139 individual projections happening as expected. This is a favourable result. The rate of response seems a little slower than in past years.

3. **Interest Group Presentation – Outreach Report (to be circulated) - Nancy Hodges** had not sent the Outreach report in time for the meeting. Paul Webster will follow-up with her.
4. **Governance Report:** Linda Paul reported that approximately 22 feedback forms for the Governance model had been received. She reported further that almost 100% of the submissions identified Communication as an issue. She reported further that the Governance Group was asking the question whether the focus in Communication is a Governance issue or whether it signifies something else. Linda stated that the GG will meet again on December 2, 2018 at which time the collated feedback returns will be further analysed.
5. **M & P Statement on Conflict Resolution (draft)** This item was postponed to another meeting once M&P has had the opportunity to revise the draft
6. **Summer Office Hours:** A discussion ensued about the possibility of adding Office Manager Hours for the summer. Ellen Bruneau for M&P reported that

after researching the issue it would recommend that no change to office hours occur. There was a question about whether the Day Cares needed someone on site to attend to issues. It was concluded that they (day cares) have telephone numbers for contacts at the church should they be required. It was agreed that for the time being the office hours as has been the custom will be maintained.

Items for Decision

1. **Quiz Night Report:** Linda Paul reported that the quiz night is on track. She has a small committee who now was asking for approval to serve beer and wine should the committee decide that this is the direction it wished to take. The request was approved.

Adjournment

Vision Statement:

To Live as Christ would have us live, in love with compassion and seeking justice, by sharing God's grace, learning from scripture, growing through the Spirit and being transformed by faith.

Next Meeting:

Tuesday, December 18, 2018