

St. Davids-Queenston United Church
Church Board Meeting Minutes
Tuesday, January 17, 2023
7:00 p.m. in the Sanctuary

Attendance: Rev. Doug Jones, Marie Vahrmeyer (Rotating Chair), Larry McRae, Marianne McRae, Nancy Utting, Bill Utting, Steve Hardaker, Linda Hardaker, Nancy Lang, Darlene Romanowsky, Karen Horbach. (Regrets Lyndsay Gazzard) (11 present)

Rev. Jones opened the meeting with prayer.

ACCEPTANCE OF AGENDA: Chair

The agenda was accepted as printed.

ACCEPTANCE OF PREVIOUS MINUTES: Chair

Motion: To accept the minutes of the Church Board meeting held on Tuesday, November 15, 2022
Moved by Marianne McRae, **seconded** by Bill Utting and carried by all.

BUSINESS FROM PREVIOUS MEETING: Chair

- Indigenous Update: Rev. Doug Jones

The Indigenous Land Recognition Letter of Introduction, printed below will be introduced to the congregation on Sunday, February 26th during the Minute for Mission time. The letter will be copied and inserted in that Sunday's bulletins.

Indigenous Land Recognition

A Letter of Introduction

This letter comes to you as a way to introduce a significant express on our Faith Community Identity and our role/place within our Niagara community. In the Fall of 2022, even in casual conversation, we began to talk about the nature importance, possibility (Necessity?) and responsibility of acknowledging the 'traditional indigenous land' upon which we, upon which we, as a congregation live. These have become known as 'territorial or land acknowledgements'. As examples, they are offered at the beginning of community events, University classes and Government ceremonies. Such statements continue to evolve as relationship between Indigenous people and those of colonizer descent takes on new and healing forms.

As a faith community it is important that in such and acknowledgement it not simply following a popular trend or token act. Nor is it to be seen as a placating political act. It is to be an expression of acknowledging the truth of what our relationship with our indigenous friends should have been from the beginning and will hopefully become in future.

In the 2015 publication of the 6 volume Truth and Reconciliation Report and the TRC Summary, the terrible history of Residential schools was revealed and documented. Since then, there have been many other horrific realities discovered, documented and made known to us as Canadians.

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Indigenous Land Recognition

A Letter of Introduction

Cont'd...

There have also been increasing and integral steps taken to move us toward healing. However, there also continues to be resistance to such revelation of truth(s). True reconciliation can emerge only when we bear the weight of the truth of what happened, and in many ways continue to happen. The reality of Government and Church sponsored Residential schools (or prisons as one commentator described them) is one of many aspects that we as 'colonizers' inflicted upon indigenous people. To colonize means "the imposition of forced life (in all its scope) without choice on the part of the recipients".

In reading historic government social policies, decision and documents, since the beginning of 'Canada', we find a documented posture of racial eradication toward Indigenous people. Such a posture is documented in Canadian Government records and records of politicians. With the TRC and other emerging efforts we see 'The arc of history bending toward justice' (Martin Luther King Jr). In short, steps toward healing.

An example, Toronto Metropolitan University's (former RPI and subsequently Ryerson University) has constructed a large 3 metre sculpted steel ring representative of honouring the 'dish With One Spoon' territory; the land upon which the University is built. In changing the name, the Board of Governors declared that, *"Egerton Ryerson's principle role and espoused values as an architect of the residential school system does not reflect the University's values and beliefs"*. The sculpture has been created and placed on campus noting,

"The Ring is one example of how the University is implementing recommendations from its Truth and Reconciliation Report, which includes the practice of acknowledging the traditional territory and presence of Indigenous peoples on this land".

Additionally, our Crown-Indigenous Relations Minister Marc Miller announced that our Canadian government signed a 'Memorandum of Agreement' that will see all documents (previously withheld) related to Residential Schools forwarded to the national Centre for Truth and Reconciliation. The NCTR is a non-political Centre which will sort, archive and make publicly available all previously sealed documents held by the Government and the Churches involved. In response to resistance by part of the Church, Miller stated that "it is our moral responsibility to engage this, not the survivors to bear". This reveals a moral compass heading that seeks to own and speak truth about our history as well as repositioning us 'alongside' our indigenous brothers and sisters in our future as Nations who share this great land.

With gratitude we affirm that the United Church of Canada, even amidst our human faltering, continues to voice and live into truth, responsibility and heart desire toward justice and healing with our Indigenous friends.

As St. Paul wrote to us about being one body, **"if one part suffers every part suffers with it; if one part is honoured, every part rejoices with it"** 1Cor 12:26. Our desire is to live more fully into this sense of togetherness in healing.

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A Letter of Introduction

Cont'd...

As we consider an acknowledgement of Traditional Land and Territory we learn that the Indigenous (Ojibway) word 'Anishinaabe' means 'human being', literally being 'the land'. It is echoed in our Christian Lenten acknowledgement on Ash Wednesday "Remember, from dust you came and to dust you shall return". Our indigenous friends did not espouse ownership of land (as the colonizers asserted) rather only grateful responsibility to the land for what it provides, a gift to share and care for ensuring its health for the next seven generations. This was the greeting with which colonizers were met and welcomed.

To be sure, much of the current structure of our peoples cannot be de-constructed and re-constructed. History cannot be undone nor erased. We need, however to both learn anew and unlearn the historical distortions embedded within ours and/or other colonizing societies around the world. The emergence of acknowledgements of Traditional Land and Territory is a significant step toward a new spiritual and social posture alongside our Indigenous friends... the way it might/should have been from the beginning. It acknowledges that we share the gift, care for the gift and take responsible steps toward preserving the gift as children of one Creator God. The more truthful we about understanding the past, the more able we are to shape and inclusive future.

Land acknowledgement is rooted in an Indigenous diplomatic custom. When an Indigenous person came to be on the territory of another Nation, even if passing through they would make known their presence eg. That,

"I am on the traditional territory of X-Nation" acknowledging "you are responsible for preserving the territory and I come in peace".

Such acknowledgement shows recognition of and respect for Indigenous people, their presence past and present, as well as the desire to establish and maintain healthy, reciprocal relations. Such 'land acknowledgement' is a single and significant act of both truth and hopefully reconciliation as our Indigenous friends (their identity and integrity through values, beliefs, ceremonies and culture) will be more and more visible as the children of God created and intended them to be (reconciliation)...a gift we share in faith-filled relationship.

With this backdrop, the Church Board has decided that we as St. Davids-Queenston United Church will include the following land acknowledgement verbally from time to time (e.g. at official meetings) and weekly in printed form through our worship bulletin. This is one way; among many that we live into our Mission statement:

Welcoming to all we:

Gather in God's Grace

Grow in Christian Faith and

Go in Community Service

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Land Acknowledgement

There were people here long before we came to live on this land as settlers and descendants of settlers. We acknowledge these many Nations of Indigenous people who first lived and currently live here. We give thanks to this land, the territory(s) of these Haudenosaunee and Anishinaabe peoples. We do this to acknowledge our responsibility to enhance and promote peace among all who now share this land, as well as good stewardship of it and its resources.

- Track Lighting: See Property report.
- Accessibilities for Ontarians with Disabilities Act
 - Nancy Utting said that the Worship and Faith Life Committee are addressing this issue. (See Worship and Faith Life report)
 - Steve said that we do have an approved Accessibility policy from 2015 which is probably still acceptable and that he will email a copy of the 2 current policies to Nancy Utting.
 - Steve stressed that not only do we need to have equipment training but there also needs to be sensitivity training available.
 - Steve also said that there needs to be some kind of recourse for people to give feedback on their experience when needing to use one or both of the elevators. If any problems are reported it needs to be addressed and corrected.
- Post Cards update: Linda Hardaker
 - Linda said that the cards have not been sent out yet, but is thinking it would be a better time to wait until closer to Easter to send them out.
 - The thought is to send the cards out around the middle of March.

OLD BUSINESS : Chair

- Motion to be presented/accepted from email concerning hiring Ridley and Associates to do appraisal of church for insurance purposes at the cost of \$1,500.00 + HST
 - Steve Hardaker reported that he has tried three times to reach and speak to a representative from Ridley & Associates Appraisal Services Limited to discuss them performing the appraisal of the Church. Steve has asked that if he does not hear from them within the next couple of days he would like to have a motion made to rescind the original motion allowing Ridley & Associates to do the appraisal of the church.
 - Steve has received a quote from another company; Colliers International Niagara Ltd, to have an appraisal of the Church. Their Quote is \$1,540.00+HST.
 - Steve would also like to have a motion made allowing Colliers to do the appraisal of the church at a maximum cost of \$1540.00+HST

Motion#1: To rescind the original motion allowing Ridley Associates to do the appraisal of the Church at a cost of \$1,500.00+HST. This is due to lack of communication from Ridley Associates.

Moved by Doug Jones, **seconded** by Marianne McRae and carried by all.

Motion #2: To allow Colliers International Niagara Ltd to do the appraisal of the church at a maximum cost of \$1,540.00+HST and that the cost of having the appraisal done be taken from the Capital Account.

Moved by Doug Jones, **seconded** by Marianne McRae and carried by all.

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CONSENT AGENDA: Chair

The consent agenda is a set of reports that could be approved in one motion. The approval endorses all the information contained in each of the reports within the package.

Prior to the motion being taken, any member may request that one or more of the reports be lifted from the consent agenda to be considered separately.

- Photo Directory Update (Steve Hardaker)
- Automated Phone Service (Steve Hardaker)

Motion: To receive and approve all the information contained in each of the reports within the consent package. **Moved** by Nancy Utting, **seconded** by Linda Hardaker and carried by all.

Photo Directory Update (Steve Hardaker)

On November 19th, our editorial materials were submitted to IPC Canada. That was followed up with an email copy of our directory proof on December 8th. After reviewing the proof and documenting all necessary edits and corrections, the corrected version along with a cheque to cover additional editorial pages and submitted photos was mailed back to IPC on December 14th. The total owing was \$576.30, which was approved by the Church Board at our November Board meeting. It is now anticipated the new Photo Directories will arrive in late January or early February. I am anticipating a total of 76 directories, which will then be provided to those who had their photos taken.

Automated Phone Service (Steve Hardaker)

At our Church Board meeting in November, we briefly touched on how we inform the Congregation, when there are significant events like a worship service cancellation. And then the following week, it happened. While I was able to email all in the Congregation with email accesses, we did not notify our Congregations members without email access. And despite the email notification, one member still showed up on Sunday as they had not read the email.

I started researching automated phone services, similar to the one we used when Fred Van East administered an automated phone service. I received 3 quotes to implement this service for our church. The service provider with the best pricing was Callmultiplier, a U.S based company. We have approximately 90 phone numbers on our call list. To send a 30 second phone message to all these members the cost is \$5.76 (90 X \$0.064 per call). After polling the Church Board in late November, it was agreed to proceed with this service. Initially I have purchased 500 credits (\$0.064 each) at a cost of \$32.00. There is no expiry on these credits. All phone numbers were entered into the service providers system. Initially we had a total of 93 numbers registered.

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Automated Phone Service (Steve Hardaker) *cont'd...*

Since, the service has been used twice. After the Candlelight Service on December 18th, it became evident that several attendees had since tested positive for COVID 19. A decision was made by Rev. Baek and Marianne McRae to notify the Congregation of this outbreak. That then was followed by a second use of the service on December 24th to notify the Congregation of the cancellation of our Christmas Eve service due to persistent blizzard conditions in south Niagara.

After each use of the service, I receive a report that tallies all the members who did not answer their phones. After the second use, there were several members who did not pick up for either call. I have since edited the members list and removed 3 members. I have also corrected two phone numbers using cell phone numbers instead of home phone numbers as previously registered. We have now used 258 of the 500 credits originally purchased. This higher than anticipated credit usage is due to the fact the first phone message exceeded to 30 second threshold and thus cost us more credits.

NEW BUSINESS: Chair

- Updating the Constitution (voting rights)
 - A discussion on whether each representative from the committees attending council meetings should have a vote. If so we would need to make changes to the constitution as well as bring it to our congregation at the annual meeting.
 - Marianne McRae explained the reasoning for wanting this to happen: We have members of committees who faithfully attend all Church Board meetings actively participating with reports, etc. and yet do not have voting privileges. It has been 2yrs since the last constitution has been updated.
 - **Motion** to bring forward to the Congregation at the Annual meeting: To give voting privileges to all committee members who attend the Church Board Meetings. **Moved** by Marianne McRae, **seconded** by Doug Jones and carried by all.
- Updating the Constitution (Friendly Visitors to Spiritual Care Sub-Committee)
 - As the Friendly Visitors is no longer an active committee in the congregation, we need to agree to remove its Terms of Reference. (TOR).
 - A new committee- "Spiritual Care Committee" has been established and it's TOR needs to be updated as follows:
Terms of Reference-Spiritual Care Sub-Committee
 - Spiritual Care Sub-Committee The Spiritual Care Sub-Committee also known as the Reaching Out Sub-Committee will assist the Minister with the spiritual and pastoral needs of Congregation members from St. Davids-Queenston United Church who for various reasons can no longer attend regular worship services and other church activities.

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Spiritual Care Sub-Committee *cont'd...*

Sub-Committee members are subject to standards of strict confidentiality in all activities that are associated with the Sub-Committee which include the following:

1. Contacting individuals who might not have attended Sunday services for some time, those who might be shut in, or who might have some other difficulties that prevent them from participating in worship services;
2. Using greeting cards, and other forms of written correspondence to extend best wishes and support to those who might be shut in, or who might have some other difficulties that prevent them from participating in worship services; and,
3. Assisting the Minister with his visitation ministry to those in hospital, retirement residences, and nursing homes.

FACILITY REQUESTS: Steve Hardaker

- No New requests, but Rev. Baek has been in communication with a couple who are considering wedding in 2023.

CORRESPONDENCE: Darlene Romanowsky

- None to discuss

COMMITTEE REPORTS:

1. **YOUTH GROUP/CHRISTIAN EDUCATION:** Nancy Lang

- The January C.E. meeting was Sunday the 15th at 9:00am
- We welcomed a new committee member Christine Travers, and a guest attendee Cohen Morley.
- Our focus of the meeting was preparation for the start of the Youth Group.
- The Group will be called "Safe Haven". Kick off date is February 3rd; meeting from 6-9 pm, with meetings scheduled the first and third Fridays of most months and will be for young people 13yrs and up.
- Rev. Baek summarized what equipment has been purchased with the grant money. He outlined what he sees as the different theme centers. Music section, E-Table (Ipads, etc). Game section (Nintendo, TV), Sports section, a quiet area where the kids can just sit and talk, and a snack section area.
- Rev. Baek mentioned that once we are up and running, there is a possibility of applying for an additional \$3000.00, but that would need matching funds either from the group or church. Some different ideas were mentioned such as a spaghetti dinner where the kids would play an active part. Maya has registered to attend the youth group at the Cornerstone church in Virgil and she will share highlights from their programs that would be beneficial to our group.
- The committee was asked to keep 9:00 am January 29th free for possible meeting if there are any last minute details to work out.
 - It was stressed that registration forms need to be filled out with proper information, and attendance should be kept at each group meeting.
 - Steve Hardaker has set up a meeting for Rev. Baek with Adriana Vizzari, councilor of Niagara-on-the-Lake, who lives in St. Davids. The meeting will be Wednesday February 1st at 10am.

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YOUTH GROUP/CHRISTIAN EDUCATION *cont'd...*

- Steve Hardaker will put an article in the Lake Report just before the 1st Youth Group Meeting.

2. WORSHIP & FAITH LIFE: Nancy Utting

- Nancy announced that unfortunately Marilyn Beatty has resigned from the Worship and Faith Life Committee but thanked her very much for her past time and dedication. Sue Foss will be joining the committee.
- The newly purchased candles were used for the Cantata Service, people seemed to like them. Easy to use and store. Another box of our old candles has recently been found. Rev. Baek will reach out to other area churches to see if anyone could put them to use.
- While decorating for Christmas Sandra began the list of where our symbols/supplies are and will continue in spring.
- Last communion Sunday we used a cloth covering on the communion table, we will continue with it in the future.
- Steve has requested we have another member of our committee to join Council. Karen has agreed to take this on.
- It has been brought to our attention that we need to look into the Accessibility policy training template: There is a lacking of accessibility with training in the areas of the lift chair, CPR and defibrillator. Nancy will look into having someone come in and train those interested. A sign up sheet will be posted and a date set to update this. Part of the issue is emergency exits. It was discussed that perhaps we can make a diagram and have it announced as well at the annual meeting reminding people of them.
- The committee has also been approached about the idea of having the lay readers to make a point of standing at the pulpit where the congregation and live streaming can see them at any of the times that there would be congregation involvement. This is meant to aid especially those viewing at home with the service. This is being brought forth as a suggestion and of course to be considered by those doing the lay reading if they are able.
- MINISTER'S REPORT-
- January 22- Rev. Baek will be away. Rev. Karl Shin will be covering. Marianne McRae has volunteered to meet and welcome him.
- January 8- February 19 is the Season of Epiphany
- February 19 Transfiguration Sunday
- February 22- April 8 Season of Lent
- February 22- Ash Wednesday @ 7:00 p.m. (possibly joint service with St. Savior) Rev. Baek is still working on it
- February 26 First Sunday of Lent- Communion Sunday
- March 3 World Day of Prayer (UCW generally connects with the other churches)
- April 2- Palm Sunday Nancy is ordering the palms two weeks prior to
- April 3-April 8 Holy week
- April 6 @ 7:00 p.m. Maunday Thursday (hand washing service)
- April 7 @ 10:30 a.m. Good Friday Service (possibly again with St. Saviours as a joint service)

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2. **WORSHIP & FAITH LIFE:** Nancy Utting *cont'd...*

- April 9 -Easter Sunday, Communion Service
- April 16- Rev. Baek will be here and save the preset supply pulpit time for May or June.
- May 1- Anniversary Service 235/237 years Rev. Baek will be looking into having a guest speaker join us and UCW will work on a luncheon.
- FINANCIAL REPORT-As of December 30,2022 balances are as follows:
- Benevolent Fund \$1,417.25
- Memorial Fund \$2,751.93
- FLOWER COMMITTEE REPORT- Sandra is away and Martha Fleming will be covering for her.
- Rev. Baek has had another Youth Group planning meeting and is ready to start on February 3 from 6-9 p.m. It will run the 1st and 3rd Friday of the month and welcomes youth mainly in high school, while this is the average good they are concentrating on those that are interested and approximately the same age are of course welcome as well.
- The congregation was very grateful and impressed with the youth of the church singing and would look very forward to them doing so again.
- It was also mentioned that the congregation likes that the children are being included in the Communion Services as well.

3. **MINISTRY & PERSONNEL:** Marianne McRae for Lyndsay Gazzard

- M&P met on Dec. 11, 2022
- Governance Update:
 - A) It is now required that each Minister update “Church Hub” with a declaration that they have not received a criminal conviction or record on an annual basis. Rev. Baek has been informed that this is required and has agreed to complete this asap. (MB. An annual police vulnerability check is not required-just a declaration.
 - B) Dispute Resolution

It is recommended that all congregations have a formal process to manage issues that may arise between the congregation and its staff.

M&P presented a draft policy at the November church board meeting asking for input prior to presenting the policy to the board for approval.

Feedback from the board has been received and this policy is presented for approval at the January 2023 board meeting.

Motion: “That the board accept the recommended Dispute Policy as presented by the Ministry & Personnel Committee”. **No motion** was made as there was some concern of some points such as the definition of what is an “employee”. The suggested changes will be made and it will be brought to the next church board meeting.

Salary Reviews 2023

A review of the 2023 proposed United Church changes to salary will be presented to the Board with recommendations. Adjustments for non-salary staff to also be presented.

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MINISTRY & PERSONNEL cont'd...

Motion: That the Board accept the recommendations on salary and compensation as presented by the Ministry & Personnel Committee” (**Postpone until February**)

DRAFT Policy and Procedure for Dispute Resolution

Prepared by Ministry & Personnel

St. Davids-Queenston United Church

Last updated: Sept 2022

Policy General Guidelines:

The United Church of Canada, advises through its “Guidelines for Ministry & Personnel Committees”-that all congregations have a policy which guides the resolution of conflict between Congregants and **Employees*** of the church”. (*Please note that this policy does **not** apply to concerns between individuals or groups of congregants or lay staff/**volunteers**. These concerns must be directed to the “The Congregation Chair”*).

The Ministry & Personnel Committee is the only Church committee authorized to address concerns against Employees.

All members of the Ministry & Personnel Committee are bound by confidentiality in all matters arising from any concern raised under this policy, including any written and/or verbal communications.

Purpose of Policy:

To provide a consistent and confidential means by which any Congregation member may raise a valid concern against an employee of the Church.

Policy Limits:

As indicated in the United Church Manual, only concerns raised in writing will be considered.

Anonymous complaints are considered “gossip” and will not be accepted. Gossip is detrimental to the health and well-being of any congregation and is inconsistent with Christian values

Procedure:

1. All written concerns must be forwarded to the incumbent Chair of the Ministry & Personnel Committee. Email, mail or hand written forms are acceptable. Verbal concerns can be raised with the Chair, but must be followed up in writing or no action may be taken.
2. All written concerns must be signed and dated.
3. If several concerns are raised they must be made individually, in writing, dated and signed.

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DRAFT Policy and Procedure for Dispute Resolution cont'd...

4. The concern(s) will be passed to the appropriate employee representative.
5. The M&P representative will meet with the employee as soon as can be arranged and will share the concerns in a constructive, positive and problem solving manner.
6. A plan of action to address the concerns will be created between M&P and the employee and shared **in writing** with the concerned congregant (s) via the M&P Chair.
7. No congregant may share the response from M&P with any other congregant. To do so would breach the confidential nature of the concern; will invalidate the concern and may cause unnecessary harm.
8. The United Church of Canada is bound legally to follow the rules of the Ontario Human Rights Code which establishes guidelines for the safety and well-being of all employees in Ontario, regardless of their sex, sexuality, gender preferences or ability. All concerns must be submitted in adherence to this Code.

*employee- an employee is anyone who receives compensation from the church.

**The Congregational Chair at the time of this policy creation Marianne McRae.

Web Links: <https://www.ohrc.on.ca/en/ontario-human-rights-code>

The UCC Manual <https://united-church.ca/handbooks-and-guidelines>

4. **PROPERTY:** Bill Utting

- Discussed the building of cabinets that Darlene needs in the room outside her office as she is cramped in her office, and needs more storage space.
Harvey Hall, Jim Vahrmeyer, Ron Chapman and Bill Utting will do a lot of the work. (Harvey has a shop that they would be able to work in).
The maximum cost is \$3000.00. (This will be included in the 2023 property budget)
- The next issue is the drainage on the far side of the church to remediate flooding issues. This will include investigating the down spouts which drain into underground lines. The underground lines from the sump pumps, the scupper from the flat roof over the kitchen and where the water getting into the kitchen comes from.
The estimate for this is a maximum of \$20,000.00
Bill had mentioned that they may be able to do some of the work themselves. Karen Horbach recommended they check the church insurance to make sure that they are covered if anyone gets hurt while working on this.
- The other issue we spoke about is the replacement of the Track Lighting in the Sanctuary. The estimate for this is \$900.00.

5. **TRUSTEES:** Rev. Doug Jones

- There will be meeting of the Trustees on Tuesday February 14th to discuss update on Church Insurance.

6. **SPIRITUAL CARE:** Steve Hardaker

- Thinking-of-you greeting cards were sent out to the several members of the congregation and Rev. Baek continues to make regular visits to congregation members.
- A group went Christmas Caroling to selected congregation members homes who have not been able to attend church lately. This was very well received.

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7. **FINANCE:** Linda Hardaker

Cashflow

In the month of December, we had an overall surplus for the month of \$3,479 and in the month of November, we had an overall deficit of \$13,706. Our deficit has now increased from \$41,863 in October to \$52,091 at the end of the year. Note that we have sufficient funds in our bank accounts but are heading into the beginning of the next year substantially lower than expected.

| | Capital | Operating | TOTAL |
|-------------------------------------|---------|-----------|---------|
| OPENING BALANCE - January 1, 2022 | 85,441 | 165,656 | 251,097 |
| TOTAL INFLOWS | 6,775 | 181,449 | 188,224 |
| TOTAL OUTFLOWS | 27,700 | 212,615 | 240,315 |
| OVERALL TOTAL | -20,925 | -31,166 | -52,091 |
| CLOSING BALANCE - December 31, 2022 | 64,517 | 134,490 | 199,006 |

Operating Highlights

Our envelope givings for the month were lower than we had budgeted, by \$10,341, and \$40,409 for the year. Our “\$10,000 Envelope” fundraiser has contributed \$10,060. Beef-on-a-bun games night contributed \$1,373 for the year.

This month, total expenses were under budget by \$8,283. These include:

- Church salaries under by \$355: \$8,047 spent
- Minister’s reimbursement under by \$258: \$0 spent
- Office expenses under by \$42: \$0 spent
- Property over by \$2,065: \$3,089 spent, budget \$1,023
- Trustees under by \$10,000: \$0 spent this month but \$6,000 spent previous months, budget \$10,000
- Worship and Faith Life over by \$660: \$1,051 spent, budget \$391

These items increase the year-to-date overall deficit from \$15,813 at the end of October to \$34,436 for the year.

Capital Highlights

There were no capital expenses for the months of November or December. Our capital balance from the Smith-Slingerland estate remains at \$51,263 to fund any capital expenses. Our capital expenses for the year were for the sanctuary roof – spent \$26,575 which was offset by donations of \$6,220. Our net capital deficit was \$20,355 for the year.

Summary

Our overall cash position, including operating and capital, has a deficit for the year of \$52,091. We need to carefully budget for the year 2023 to protect our cash balances.

Thank you!

Regards,

L Hardaker

Linda Hardaker, CPA, CMA

Treasurer

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- Linda presented the proposed budget for 2023

| Operating Budget 2023 | 2022 | | | 2023 | |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|------------------------------|
| | Actual | Budget | Variance | Proposed Budget | Increase from 2022 Actual |
| INCOME | | | | | |
| Business Donation | 1,200.00 | - | 1,200.00 | - | -1,200.00 |
| Envelope Givings | 120,701.16 | 161,109.96 | -40,408.80 | 126,290.96 | 5,589.80 |
| Fundraising | 20,957.11 | 10,000.00 | 10,957.11 | 23,600.00 | 2,642.89 |
| HST Recovery | 2,122.08 | 3,000.00 | -877.92 | 3,000.00 | 877.92 |
| Interest Earned (Capital) | 555.29 | - | 555.29 | - | -555.29 |
| Missional Grant | - | - | 0.00 | - | 0.00 |
| On-Line Donation (Canada Helps) | 134.40 | - | 134.40 | - | -134.40 |
| Ontario Anti Hate security grant | - 168.29 | - | -168.29 | - | 168.29 |
| Pension designation Bell Canada | 556.15 | 300.00 | 256.15 | 500.00 | -56.15 |
| Sale of Church Calendars | 35.00 | 50.00 | -15.00 | 35.00 | 0.00 |
| UCW | 5,000.00 | 3,000.00 | 2,000.00 | 5,000.00 | 0.00 |
| Weddings & Rentals | 525.00 | - | 525.00 | - | -525.00 |
| | 151,617.90 | 177,459.96 | -25,842.06 | 158,425.96 | 6,808.06 |
| EXPENSES | | | | | |
| Advertising | 1,170.59 | 1,200.00 | 29.41 | 1,200.00 | 29.41 |
| Bank Charges | 67.33 | - | -67.33 | 100.00 | 32.67 |
| Children & Youth Ministry | 354.27 | 400.08 | 45.81 | 250.00 | -104.27 |
| Church Salaries ADP | 100,167.06 | 100,823.76 | 656.70 | 105,258.25 | 5,091.19 |
| Church Salaries NON ADP | 19,328.04 | 19,328.04 | 0.00 | 19,907.88 | 579.84 |
| Denominational Dues | 5,901.00 | 5,901.00 | 0.00 | 5,279.00 | -622.00 |
| Fall Luncheon | 94.66 | - | -94.66 | - | -94.66 |
| Insurance | 7,904.31 | 8,000.00 | 95.69 | 8,000.00 | 95.69 |
| Internet Service | 1,099.31 | 1,200.00 | 100.69 | 1,200.00 | 100.69 |
| Kitchen Supplies | 1,333.36 | 500.04 | -833.32 | 500.00 | -833.36 |
| Livestreaming expenses | 1,061.90 | 1,200.00 | 138.10 | 1,200.00 | 138.10 |
| Minister's reimbursed expenses | 2,095.35 | 3,093.00 | 997.65 | 2,093.00 | -2.35 |
| Office | 5,894.66 | 4,989.84 | -904.82 | 4,400.00 | -1,494.66 |
| PAR | 155.06 | - | -155.06 | 160.00 | 4.94 |
| Property | 14,289.12 | 9,280.00 | -5,009.12 | 10,956.32 | -3,332.80 |
| Recoverable HST | 4,864.02 | - | -4,864.02 | - | -4,864.02 |
| Trustees | 6,000.00 | 10,000.00 | 4,000.00 | 6,000.00 | 0.00 |
| Unforeseen Expenses | 103.00 | 500.04 | 397.04 | - | -103.00 |
| Utilities | 6,771.55 | 6,350.04 | -421.51 | 6,650.00 | -121.55 |
| Worship & Faith Life | 7,399.21 | 4,694.04 | -2,705.17 | 4,663.00 | -2,736.21 |
| | 186,053.80 | 177,459.88 | -8,593.92 | 177,817.45 | - 8,236.35 |
| | -34,435.90 | 0.08 | -34,435.98 | -19,391.49 | 15,044.41 |

Operating bank account, opening balance, Jan 01/23

134,489.75

Operating bank account, closing balance, Dec 31/23

115,098.26

St. Davids-Queenston United Church Board Meeting, in the Sanctuary, Tuesday January 17, 2023 at 7:00 pm.

Motion: For the 2023 budget presentation to be proposed to the congregation, the Finance Committee proposes a \$158,425.96 income budget to offset a \$177,817.45 expense budget for 2023 leaving a deficit for 2023 of \$19,391.49. **Moved** by Marianne McRae **seconded** by Bill Utting and carried by all.

Capital Budget 2023

| | |
|---|------------------|
| Opening capital balance Jan 01/23 | 64,516.55 |
| Insurance appraisal | 1,500.00 |
| Cabinets for Darlene | 3,000.00 |
| Draining issues, leaking in kitchen, scupper on flat roof | 20,000.00 |
| Track lighting (\$900 requested) | - |
| Total requested by Property Committee | 23,000.00 |
| Closing capital balance Dec 31/23 | 40,016.55 |

Motion: For the 2023 budget presentation to be proposed to the congregation, the Finance Committee proposes capital expenditures of \$24,500 for 2023. **Moved by** Larry McRae **seconded** by Bill Utting and carried by all.

Investment Projections 2023

GIC/Term deposit holdings @ Dec 31/22

| Issue Date | Maturity date | Interest Rate | Principal | Accrued Interest | Current Value | Maturity Value |
|---|---------------|---------------|-----------|------------------|-------------------|-------------------|
| 10/21/21 | 10/21/23 | 0.85% | 6,366.24 | 10.77 | 6,431.12 | 6,474.92 |
| 5/22/22 | 7/28/23 | 2.30% | 16,309.82 | 228.16 | 16,537.98 | 16,753.29 |
| 7/06/22 | 7/07/23 | 2% | 11,261.98 | 110.46 | 11,372.44 | 11,261.98 |
| 7/25/22 | 7/25/24 | 4.20% | 18,444.51 | 339.58 | 18,784.09 | 20,026.39 |
| 7/25/22 | 7/25/24 | 4.20% | 10,823.36 | 199.27 | 11,022.63 | 11,751.61 |
| 7/25/22 | 7/25/24 | 4.20% | 22,099.12 | 406.87 | 22,505.99 | 23,994.43 |
| 7/25/22 | 7/25/24 | 4.20% | 16,175.19 | 297.80 | 16,472.99 | 17,562.44 |
| Account 05449 | | | | | 103,127.24 | 107,825.06 |
| 5/02/22 | 7/01/23 | 2.30% | 8,385.80 | 128.93 | 8,514.73 | 8,611.10 |
| 4/25/22 | 7/25/24 | 4.20% | 9,529.67 | 175.45 | 9,705.12 | 10,346.98 |
| Account 05448 | | | | | 18,219.85 | 18,958.08 |
| | | | | | 121,347.09 | 126,783.14 |
| CEBA loan repayment (Dec 2023) from GIC (\$40K) | | | | | -40,000.00 | -40,000.00 |
| CEBA loan repayment from GIC (COVID-19 relief \$60,000, to be repaid Dec 2023 \$40,000, balance forgiven) | | | | | 81,347.09 | 86,783.14 |

St. Davids-Queenston United Church Board Meeting, in the Sanctuary, Tuesday January 17, 2023 at 7:00 pm.

NEW BUSINESS: Steve Hardaker

- Lyndsay Gazzard has been added to the Nominating committee as Vice Chair.

OTHER REPORTS

(2) **ACTIVITIES:** Nancy Lang

- The committee is thrilled to welcome new members, Carol & Harvey Hall.
- Friday, January 13, 2023, Beef-on-Bun was very successful, especially considering the morning snowfall. We served 53 dinners, earning a profit of \$409.75. Surprisingly, not all the unserved beef was sold after dinner, so on Saturday, I took beef and Kaisers to Roy & Jenny Harwood, Jake & Marlene de Vlaming, Joan & George Dunn and Sue Cote.
- Next Beef-on-Bun will be February 10th.

(2) **UCW:** Nancy Utting

- Meeting was held January 11, 2023 with 11 members present.
- A discussion of improvements to next year's bazaar was discussed and a list of ideas and improvements will be compiled and added to monthly. There will be more Christmas items added.
- Training of use of the lift will be undertaken by Worship and Faith Life Committee
- Offering plates and altar cross will be polished. M. Harrison to provide the materials and Bob Kerr has offered to do the cleaning and polishing..
- Meat and fruit pies will be undertaken on January 27th, 2023
- A donation of \$500.00 was made to project share

OTHER BUSINESS

- A date of Sunday, February 26th has been selected for the Annual Congregation Meeting immediately following the Worship service.
- Darlene has received all the necessary reports for the annual report.

MOTION TO CLOSE MEETING

Moved by Larry McRae, **seconded** by Bill Utting and carried by all.

Meeting concluded at 9:45 pm

Next Meeting: Tuesday, February 21, 2023, 7 p.m. (Melanie Kelch will chair the meeting)

(Rotating) Chairperson: _____ (Marie Vahrmeier) Date _____

Secretary: _____ (Darlene Romanowsky) Date _____