

St. Davids-Queenston United Church  
Church Board Meeting Minutes  
Tuesday, October 17, 2023  
7:30 p.m. in the CE Hall

Attendance: Rev. YongSeok Baek, Sandra Macdonald, Larry McRae, Marianne McRae, Bill Utting, Steve Hardaker, Linda Hardaker, Sue Foss, Doug Jones, Lyndsay Gazzard, Marie Vahrmeyer Darlene Romanowsky.(12 present) (Nancy Utting sends her regrets)

Rev. Baek opened the meeting with prayer.

Sandra Macdonald welcomed and thanked Sue Foss for her willingness to take over the chair of Christian Education. Sue will also join the Youth Group. This is very much appreciated by all.

**ACCEPTANCE OF AGENDA:** Chair

**Motion** to accept the agenda as printed. **Moved** by Marianne McRae, **seconded** by Linda Hardaker and carried by all.

**ACCEPTANCE OF PREVIOUS MINUTES:** Chair

**Motion:** To accept the minutes of the Church Board meeting held on Tuesday, September 19, 2023.

**Moved** by Lyndsay Gazzard, **seconded** by Doug Jones and carried by all.

**CONTINUING ITEMS ARISING FROM PREVIOUS MINUTES :** chair

- Facility Request Policy Revisions: Lyndsay Gazzard
  - It was questioned if our custodian, Margaret Elia, is obligated to present proof of personal insurance.
  - Because it was stated that she does in fact have to present a certificate of Insurance with the church named on the certificate.
  - Lyndsay said that the Facility Request Policy does not currently include this information.
  - Lyndsay will speak to Margaret about this and make the necessary changes to the Facility Request Policy.
  - Also, how Margaret is paid for Funerals/Weddings etc. will need to be amended.
  - Due to this addition to the Policy Revisions, the review of the Policy Revisions will need to be moved to the November meeting.
- Remit 1: Larry McRae
  - Please see Highlighted portion of the Regional Council report for Remit 1 comments.
- Update our Contacts and costs associated with funerals to Full Service Funeral Homes, cremation and funeral service options.
  - Darlene has prepared an updated Contacts & Costs list (October 2023)
  - It was decided that it was not necessary to send a copy of the list to all the funeral homes or the cremation and funeral service options.
  - Copies will instead be kept at the church in the Minister's office and Darlene's office.
  - If anyone else thinks they may get a call from the funeral homes regarding the cost you can get a copy from Darlene.
- Security Grant Update: Marianne McRae & Bill Utting.
  - Marianne's completion of an application form for another Ontario grant for security purposes resulted in the church receiving a grant for \$7500.
  - Bill received a proposal from Force Security Inc. listing a number security upgrades. The upgrading cost was quoted at \$3,891.72. (the proposal has been appended to the end of the minutes)

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Security Grant Update: cont'd...

- Bill met with our Insurance Company to see the effect of system monitoring would have on our Insurance rates. He was told that if we added the Alarm monitoring service to the package it would save us \$689.00/year or 5% on insurance.
- Both Linda and Steve Hardaker were skeptical about trusting the insurance company to keep with the 5% reduction. The stated reduction needs to be stated in written form.
- Steve suggested that the property meet and decide what enhancements they would like to see added to our security system to make use of the full grant. A suggestion that has been made was to add time on the camera's hard drive making the availability of reviewing captured images longer. It was also suggested that they look into ways to make our church windows more secure.
- Update on heat level and effect on the piano. Steve Hardaker /Bill Utting (**amended**)
  - Sandra Macdonald read and distributed a statement from Lisa Brillon regarding the baby grand piano. This statement has been attached to the minutes.
  - Sandra also distributed an excerpt taken from "Piano Movers of Texas" on 'UNDERSTANDING HOW THE CLIMATE AFFECTS YUR PIANO". Lisa Brillon provided this information. This excerpt has also been attached to the minutes.
  - Steve Hardaker reiterated that due to current issue with only single glazed stain glass windows in the sanctuary it is not possible to hold the temperature needed to protect the piano.
  - Bill Utting said that property has been working on how to improve circulation around the stain glass windows by perhaps drilling holes on the bottom, top or both bottom and top of the windows.
  - It was suggested that we consider looking into a new HVAC system where needed.
  - Bill said that Evans Heating & Cooling is coming to the church to perform scheduled maintenance and he said that he would speak to them about this.
  - It was noted that Lisa Brillon said that both the Niagara Star Singers and the Queenston Women's Chorus have donated \$600 which she suggests could go toward paying for increased heating bill to help maintain the baby grand piano.
  - Sandra Macdonald will let Lisa know that the Church Board is looking seriously in to how her concern can be corrected.
- **CONSENT AGENDA:** Chair
  - No Consent Agenda reports were submitted.

**NEW BUSINESS:** Chair

- At what age is a police check required when Volunteering in the Sunday school program?
  - Lyndsay Gazzard enquired about this and reported that Police checks are only done on those over the age of 18.

**FACILITY REQUESTS:** Bill Utting

1. Lisa Brillon has asked to book the Sanctuary for Monday, April 8th to Wednesday April 10th, 2024 from 8am-9pm for the Niagara Festival of performing Arts. Lisa will complete a Facility Use Agreement and will provide a certificate of Insurance.
2. Nicole Metz, leader of the Beavers, has requested that Melody, leader of the Cubs, be given a key to the church to enable her to get into the CE hall on Thursday nights.

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**CORRESPONDENCE:** Darlene Romanowsky

All correspondence received by email was forwarded to all Church Board Members.  
There was no correspondence received by regular mail.

**COMMITTEE REPORTS**

**1. YOUTH GROUP:** Rev. Baek

- Rev. Baek, Sue Foss and Nikole met on Oct. 1, 2023.
- The Youth Group will start again on Oct 20(Fri), 2023.
- We are pleased to have Sue Foss join the group.
- The CE committee will meet before we start the first Youth Group.
- Thank you to the UCW for their generous donation of \$500 to the youth group.
- Nikole Amato has requested to have a break as she has recently returned to work. We will continue to keep in contact with Nikole and look forward to her returning to the Youth Group.
- The Youth Group will join the next Beef-on-a-Bun /Games night on Friday, November 17th.
- Rev. Baek has applied for a grant program in Niagara-on-the-Lake for \$3,000 in 2023 and for \$6,000 in 2024.
- Rev. Baek attended a gathering for Children & Youth Ministry hosted by the Regional Council and held at the St. John's Stevensville United Church.  
We shared what we are doing for the ministry.  
Invited other youth groups.  
The Regional Council was asked to hold regular based meetings and the staff would be held 4 times a year in our area.

**2. CHRISTIAN EDUCATION:** Sue Foss

- Sue expressed that she was happy to fill in for Sunday school on Sunday October 15th and felt that everything went well.
- Sue said she is looking forward to helping wherever she can.
- Steve Hardaker encouraged Sue to connect with other members of the CE committee. A list of the members can be found in the 2022 Annual report.

**3. WORSHIP AND FAITH LIFE:** Chair

- The Worship and Faith Life Meeting has been rescheduled for Sunday, October 22, 2023.

**4. MINISTRY & PERSONNEL:** Lyndsay Gazzard

- Meetings with staff will occur once the Salary parameters are received by Head Office.

**5. MISSION & OUTREACH:** No Report

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**6. SPIRITUAL CARE:** Rev. Baek

- Committee gathered on September 29, 2023 at 2 pm.
- We sang Hymns, read the scripture, and prayed.
- We shared what we had done in September.
- Also shared our concerns and prayers for our church members.
- We shared ideas for October 22, 2023 service which will be led by the spiritual care committee
- Wrote cards to send to our church members.
- Ended the meeting by prayer.

**7. PROPERTY:** Bill Utting

- The storm windows have been installed by Monty Slingerland and John Krawiec.
- Water Barrels were emptied and brought in by Monty Slingerland ,John Krawiec and Bill Utting.
- Outside taps have been turned off by Steve Hardaker.
- Evans Heating & Cooling is coming this Friday, October 20, 2023 for Fall Service.
- John Krawiec will prepare the snowblower for winter.
- Security upgrades: See Security Grand update on Page 1.

**8. UCW:** Report submitted by Nancy Utting

- Beef-on-a-bun has been moved to Friday, November 17th due to the bazaar being held on November 11th.
- The Youth Group will be joining the beef-on-a-Bun night.
- The meeting centered basically around preparations for the bazaar.
- The Ladies will be baking their pies for the bazaar on November 8th, 9th and 10th.
- Bill Utting said that there will also be Shepherd's pie made and that Dan's Produce will be donating 20 pounds of potatoes to help with the cost.
- Posters for the bazaar were made and given out to post in various stores, libraries, Niagara New Comers, post offices etc.
- Cookie containers will be made by Marilyn Warner.
- A quilt has been donated for which tickets will be sold prior to and as well at the bazaar.
- Everything that is on the stage will stay there.

**9. TRUSTEES:** Rev. Doug Jones

- The church received an email from John Walenta a member of an historical society known as SAR, "Sons of the American Revolution".  
This organization has a few hundred thousand members in North America all of whom can trace their ancestors back to those that provided support for the US war of independence in the 1770-80's  
The Society has recently determined that a gentleman by the name of Elijah Page, a soldier in the US Revolution, was buried in our church cemetery.  
The organization has asked if we would be amenable to allowing them to affix a marker near the gravestone of Elijah Page in Commemoration of the service of the Revolutionary War veterans.  
They would be using a stand-alone marker and won't be affixed to the tombstone so there would be no danger of any damage.

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**TRUSTEES:** Rev. Doug Jones (*cont'd...*)

The Ontario chapter of our group would like to schedule a grave ceremony sometime next spring (perhaps late May 2024) to hold a ceremony at the cemetery next to your church in St. Davids.

It is also likely that representatives from their sister society, (DAR-or Daughters of the American Revolution) will be attending as well.

Prior to the event Mr. Walenta will be exploring the possibility of having a brief article written for the local newspapers.

Rev. Doug Jones, as chair of Trustees, replied to Mr. Wallenda that we are very supportive of his mandate and placing such a historic marker on the resting place of Elijah Page. Doug also asked how we could be of assistance and if possible participation in the ceremony.

The Church Board was in full support of the Trustee's decision.

**10. REGIONAL COUNCIL:** Larry McRae (October 13 & 14 2023 via Zoom)

The meeting on Friday the 13th opened at 7:00 pm via Zoom. After calling the meeting to order, President Rev. Lennox Scarlett entertained a motion for the adoption of Proposal #1, which contained the procedures to be followed for conducting the business of the meeting, as well as adopting the Consent Docket, which expands on the conducting of business and accepting the minutes of various Commission meetings. The next item was the reminder of the B.R.A.V.E. and Affirming Statements, followed by the introduction of the meeting leadership. He then welcomed any first time members before delivering the Opening Worship.

We were then shown a video presentation from Ryerson Camp, which is celebrating its 100th anniversary this year, and highlighted its activities and program attendance. A second video followed from Cave Springs Camp which introduced the new camp director and showed the amenities of the camp.

A report was then presented from the Human Resources Working Group. The group sent out a survey which, unfortunately, returned a number of negative results, especially from retired Ministers. The Group then asked that we remind M&P to support and advocate for the person and they must comply with the rules of the United Church. It then told us to use the respective Toolkits for solving problems and that the church cannot change any part of a Call. If there are still questions, then ask the liaison person to the Regional Council, not the members of the appropriate Commission.

A presentation was then given by Cathy Dilts concerning the Licensed Lay Worship Leader program and its leadership and operation. The church is always looking for more people to take the course.

This was followed by a discussion and questions regarding Remit #1, which was led by Rev Therese Samuel and Rev John Egger. There was a slide presentation as well as a reminder to watch a 31 minute video released earlier in the year. Reference was also made to a number of pages in our workbooks as a source of information. A number of members inquired about the financial implications as a result of a Yes vote on the remit. The predominant reply was that this remit is not about funding, but structure organization. Future changes to the structure could possibly change the finances, but not at this time.

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**REGIONAL COUNCIL:** Larry McRae *cont'd...*

A question then asked if a Yes vote would change the Manual. The response was 'probably, but any changes would be at a level that would not require a further Remit'. It was noted that this Remit was proposed by a request from the National Indigenous Organization. The final question was if this could lead to an independant Indigenous church. The reply was, "not really". At this point the closing prayer was given and adjournment moved at 9:10 pm.

The meeting on Saturday October 14th started at 9:00 am with the opening worship conducted by Rev Irene Ty. The Call to Worship was a slide presentation based on Isaiah 40, which was followed by a video message from the Moderator, Rev Carmen Landsdowne.

At this point the members were asked to vote on Remit #1. The Remit was carried.

The next item was an evaluation of the Regional Council. This was done by choosing one of nine breakout rooms which held the most interest for us. The plan was to brainstorm for one hour for ideas on how to improve the chosen section. Unfortunately my laptop computer shut down twice during this part of the meeting and a lot of discussion was missed. What was heard though was an idea of meeting with nearby churches on a regular basis while noting a lack of resources at the regional level and the Region's notion that the social aspect of these meetings needs to be from the bottom up, not from the Region down, i.e. not their responsibility. A further idea to present was for HFRC to set up the meetings to give them a sense of stability. Notes were taken in each of the breakout rooms and sent to a staffer of the Council for tabulation and possible action. This exercise ended at 10:45 am.

We then had a ten minute break,

The meeting resumed with a video of the In Memoriam list as well as changes in the life cycle of a few churches.

At this point the Candidates for Ministry, namely Rev Heather Myers and Rev Russ Myers, who were both ordained in the Baptist Church of Ontario, were introduced via video presentation. The United Church ordination is Sunday Oct. 15 at 4:00 pm at Pelham Community Church.

My laptop shut down again.

There was mention, but no details, of starting a Day of Fellowship. The staff are still sorting out the details, including the venue, the activities and whether it would be held annually.

Treasurer John Hughes then presented Proposal #2 which was the 2024 Budget. A Q&A followed with a concern over who gets the money when a church closes (the Region). John reassured the members that, if necessary, any deficit at the end of the year would be covered by funds from the savings or investment accounts. The vote on the Budget was Carried.

The Congregational Support Commission then presented a proposal regarding the payment of Pastoral Charge Supervisors. When questioned, it was clarified that a Lay person can be a Pastoral Charge Supervisor if they complete the training course. We then went into breakout rooms for fifteen minutes to discuss the proposal that the Pastoral Charge Supervisor would be paid by the church involved for any time spent attending meetings or any related matter. The travel time is paid by the Region. The notes of this action will be submitted to the CSC for consideration.

Proposal #3 was the next item. It is up to HFRC to elect 14 diverse people to be Commissioners to the General Council in Calgary in 2025. The applications will be accepted until the Spring meeting of HFRC by first filling in the Expression of Interest form on the HFRC website. Any member of the United Church can be a Commissioner.

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**REGIONAL COUNCIL:** Larry McRae *cont'd...*

Proposal #3 will consider some suggestions from the floor before being adopted.

Since we were at the order of the day, a total of 20 minutes was added to the meeting. The first 10 minutes was taken up by discussion of this motion.

The next item was Unfinished Business. There was none to report.

We moved on to the Save the Date item. It concerned the Spring meeting to be held May 24-26, 2024 at the Unifor location in Port Elgin Ontario. This will be a Tri-Region meeting, but each Region will have its own time alone to discuss business.

At this time thanks were given to the President and Staff at the meeting. The closing worship followed.

Proposal #4 to close the meeting was voted on and Carried.

The meeting ended at 1:25 pm.

#### 11. **FINANCE:** Marianne McRae/ Linda Hardaker

Marianne McRae thanked Linda for giving a financial update to the congregation on Sunday, October 15, 2023.

#### [St. Davids-Queenston United Church](#) [Financial Report September 30, 2023:](#) **Linda Hardaker**

### Cashflow

In the month of September, we had an overall deficit for the month of \$2,138 and deficit for the year to date of \$14,732 in our operating and capital bank accounts.

	Capital	Operating	TOTAL
OPENING BALANCE - January 1, 2023	64,517	134,490	199,006
TOTAL INFLOWS	697	126,586	127,283
TOTAL OUTFLOWS	6,277	135,738	142,015
OVERALL TOTAL	-5,581	-9,152	-14,732
CLOSING BALANCE - September 30, 2023	58,936	125,338	184,274

### Operating Highlights

Our envelope givings for the month were lower than we had budgeted for, by \$1,952. Of note, our envelope givings decreased from September of last year by 2.0% (\$8,560.59 -2023 vs \$8,738.12-2022). We are still showing the Missional Grant of \$2,121 – this was the remaining grant received in 2022 for establishment of our Youth Group. This amount remains to be spent – we didn't spend any last month.

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	Month			Year to Date		
	Actual	Budget	Difference	Actual	Budget	Difference
<b>OPERATING HIGHLIGHTS</b>						
<b>Revenue</b>						
Envelope Givings	8,573	10,524	-1,952	84,908	94,718	-9,810
Fundraising	2,084	1,021	1,063	16,286	18,037	-1,752
HST Recovery	0	250	-250	4,905	2,250	2,655
On-Line Donation	193	0	193	1,617	0	1,617
UCW	0	0	0	9,000	5,000	4,000
Weddings & Rentals	0	0	0	2,605	0	2,605
<b>Expenses</b>						
Insurance	0	0	0	9,341	8,000	-1,341
Property	853	798	-55	6,034	7,874	1,839
Recoverable HST	188	0	-188	2,340	0	-2,340
Utilities	373	554	181	6,158	4,988	-1,170
Worship & Faith Life	150	389	239	611	3,497	2,886

This month, total expenses were under budget by \$32. These include:

- Property \$853 paid vs \$798 budgeted
- Utilities \$373 paid vs \$554 budgeted
- Worship & Faith Life \$150 paid vs \$389 budgeted

## Capital Highlights

- Our capital budget for the year is \$18,716 remaining to be spent. This month, we did not spend any capital.

	Month			Year to Date		
	Actual	Budget	Difference	Actual	Budget	Difference
<b>Capital Highlights</b>						
Income	0	0	0	0	0	0
Expenses	0	0	0	5,784	24,500	18,716
Total	0	0	0	-5,784	-24,500	18,716



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## Forecast Highlights

	Month			Year to Date		
	Jan-Sep	Oct-Dec	Jan-Dec 2023	Jan - Dec 2023		
	Forecast	Budget	Difference	Forecast	Budget	Difference
<b>FORECAST HIGHLIGHTS</b>						
<b>INCOME</b>	<b>123,726</b>	<b>49,023</b>	<b>172,749</b>	<b>172,749</b>	<b>158,426</b>	<b>14,323</b>
Business Donation	1,200	0	1,200	1,200	0	1,200
Envelope Givings	84,908	44,201	129,110	129,110	126,291	2,819
Fundraising	16,286	7,389	23,674	23,674	23,600	74
HST Recovery	4,905	0	4,905	4,905	3,000	1,905
Interest Earned (Capital)	697	0	697	697	0	697
On-Line Donation	1,617	0	1,617	1,617	0	1,617
UCW	9,000	0	9,000	9,000	5,000	4,000
Weddings & Rentals	2,605	0	2,605	2,605	0	2,605
<b>EXPENSES</b>	<b>129,974</b>	<b>45,789</b>	<b>175,763</b>	<b>175,763</b>	<b>173,154</b>	<b>2,609</b>
Insurance	9,341	0	9,341	9,341	8,000	1,341
Property	6,034	2,739	8,773	8,773	10,956	-2,183
Recoverable HST	2,340	0	2,340	2,340	0	2,340
Utilities	6,158	1,663	7,820	7,820	6,650	1,170
Worship & Faith Life	611	0	611	611	0	611
<b>Net Difference:</b>	<b>-6,248</b>	<b>3,234</b>	<b>-3,014</b>	<b>-3,014</b>	<b>-14,728</b>	<b>11,715</b>

We are forecasting an (improved) operating deficit of \$3,014 for the full year versus a budgeted deficit of \$14,728. This is based on fundraising including additional support from the UCW and \$2,500 from the ham dinner.

## Summary

Our overall cash position, including operating and capital, has a deficit for the year of \$14,732 with a balance at the end of this month of \$184,274. Additionally, our other investments have a year end value of \$81,347.06 forecasted after our CEBA loan repayment. We need to remain diligent in our spending to protect our cash balances

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**CLOSING PRAYER:** Rev. Baek

Meeting closed at 9:18 p.m.

Next Meeting: Tuesday, November 21, 2023 7:30 p.m. in the CE hall.

Chairperson: \_\_\_\_\_ (Sandra Macdonald) Date \_\_\_\_\_

Secretary: \_\_\_\_\_ (Darlene Romanowsky) Date \_\_\_\_\_