

Gaetz Memorial United Church  
**Board Meeting MINUTES – February 24, 2026**

**1. Meeting came to order at 6:09 PM**

**Mission:** Whoever you are, wherever you are on your spiritual journey, we are a welcoming Community of Faith at Gaetz Memorial United Church. We gather together to pursue compassion, justice and Love without restraint and to walk humbly with God and one another.

**Treaty Acknowledgement:** We acknowledge with respect the history, culture and spirituality of the people with whom **Treaty 6** and **Treaty 7** were signed and the territory in which our church and its members reside, and our responsibility as treaty members. We also honour the heritage and gifts of the **Metis** people. May we live with respect on this land and live in peace and friendship with its people.

**1.1. Opening Prayer:** Shari

**1.2. Attendance:** Shari Hanson, Leila Currie (Minister), Scott (Sheila) Cunningham, Shona Sponholz, Dom Mancuso, Marsha Anders, Deb Hennan, Stee Marcinek (interested in serving as Secretary of the Board)?

**1.2.1. Regrets:** **Deb Heenan (Lori in her place)**

**1.2.2. Guest:** Pamela Evans (First Third Ministry with Chinook Winds Region), Kathy Broks (Chair, Kasota East Camp)

**2. Shared the Light**

**3. Agenda Review & Approval**

Motion 01-24-02 Shona moved, Sheila seconded to approve the agenda. **Carried.**

**4. Review and approval of Minutes from January 27, 2026 Board Meeting**

Motion 02-24-02 Sheila moved, Marsha seconded to approve the minutes as presented. **Carried.**

**5. Old Business**

**5.1. Business Arising from the Minutes:**

**5.1.1.** Draft Strategic Plan for presentation at our AGM: Board will meet March 4 @ 5:00 PM to refine and finalize the presentation for the AGM.

**5.1.2.** Communication Tools for our Church. Same message in all locations at the same time (however that can be enacted).


**5.2. Standing Items**

**5.2.1. KEC Request:** Unchurched families and the impact of connecting through Camping Ministries. So much potential and our response to God's call to be serving young people, it is important to support the Ministry that can happen in those places. The model of how we have done "Church" for young people does not work going forward. Unique needs of what we are hearing and seeing (crisis points for young people). Sunnybrook UC is also discerning this request. Thank you to Pamela for joining to offer these additional thoughts and help convey our stats us discerning a role with KEC in our Strategic Plan.

**5.2.2. Stewarding Relationship with Sunnybrook:** n/a

**6. Reports**

**6.1. Treasurer Report**

**6.1.1.**  Gaetz Treasurer report - 2025 Year End - with page numbers.pdf for Board information: Sheila read over the highlights of the document.

Motion 03-24-02 Sheila moved, to accept the report as presented for presentation at the AGM. Seconded by Dom. **Carried.**

6.1.2.  Gaetz Legacy Fund - March 2026 AGM.pdf

6.1.3. 2026 Budget + Recommend hosting an information session on March 8th after Church.  
Motion 04-24-02 Sheila moved, to approve the Budget for presentation at the AGM. Seconded by Lori. **Carried.**

## 6.2. Minister's and Committee Reports –

Motion 05-24-02 Lori moved, to accept reports as presented. Seconded by Shona. **Carried.**

### 6.2.1. Business arising from Committee Reports

6.2.1.1. Sheila will send an email to Communications that their discussion and plans for announcements meets the “loop” intent of the Board’s motion 07-27-01.

## 7. New Business

7.1. AGM Prep. Including recruiting to a FULL BOARD! Opportunities for people to be involved with the big decisions and supporting our direction and work... choosing our future. We need a full board. Focus on the FUTURE – building the team. Soup by the Board and please bring potluck snacks and desserts.

7.2. Motion 06-24-02 Sheila moved, that we prepare a policy for March meeting regarding petitions at Church. Seconded by Marsha. **Carried.**

7.3. Request from United Methodist Church of the Philippines

## 8. Correspondence

8.1. Coop Letter and Credit Application

Discussion. The Board decided to not complete a credit application to Coop. This will mean the end of our Coop charge account. Sheila will provide instructions to Sabrina on communicating this to Gaetz committee chairs.

8.2. Letter from Spirit of Wellness:

Discussion: The Board agrees that these opportunities would have the building available in partnership with Spirit of Wellness and not require rental. GMUC is encouraged that some events may be able to provide a donation to the Church if revenue is generated.

8.3. Letter from Morley Spellman re: Trusteeship.

Discussion: The Board accepts with regret Morley's resignation. Thank you to Morley for his many years of service to GMUC Trustees.

## 9. Next Meeting:

- March 4, 2026 @ 5 PM the Board to finalize Strategic Plan (Zoom link also an option)
  - March 8th after Church = Information Session re: the Budget and Strategic Plan
  - AGM March 22, 2026
  - Regular Board Meeting at 6:30 pm, March 24, 2026
- Opening Prayer: Sheila  
Closing Prayer: Shona

10. **Vision:** Love in action, so that all may experience God's unconditional Love.

11. **Adjournment Closing Prayer:** Dom

**Meeting ended at 8:41 PM**



Shari Hanson, Board Chair



Sheila Cunningham, Treasurer

Treasurer Report to Gaetz Memorial United Church – Board 24Feb2026 and AGM 22Mar2026  
 Scott (Sheila) Cunningham  
 December 31, 2025 – Year End

Thank you to all that provided financial donations, volunteered at fundraising events, and volunteer their time and expertise to keep Gaetz expenses from rising. All of your contributions are meaningful!

Page 1 is designed for a Gaetz financial discussion with congregants similar to how Canadians typically talk about money. Accounting statements are on pages 2 to 10. The dollar amounts are the same in both, with far more detail in the accounting statements.

2025 Snapshot

	2025 Budget	2025 Actual	2024 Actual
Total Funds to Spend	\$462,000	\$380,831	\$1,195,698
Total Expenses	\$461,338	\$420,109	\$358,667
Surplus/(-Shortfall)	\$662	\$-39,278	\$837,031
Offerings	\$272,000	\$235,024	\$1,123,401
Offerings w/o major donations <sup>1</sup>	---	\$206,156	\$228,261
Total transfers from Assets	\$136,000	\$59,115	---

The first 11 months of offerings ranged from a low of \$13,818 (January) to a high of \$18,401 (August), with December offerings of \$36,842 (these numbers exclude major donations).

The boiler replacement cost was \$70,115, relative to the budgeted cost of \$67,000. \$11,000 were raised specifically for the boiler replacement. The remaining \$59,115 came from reserves.

The Board approved expenses in 2025 (beyond budget) of \$46,500. \$4,475 were spent. (See Table 5)

Gaetz Bank Accounts and Investments (balances as of December 31, 2025)

Our chequing account has \$126,936. \$66,094 of this money has an intended purpose (i.e., Building Fund, Handbells, Kasota East Camp, etc).

Our General Investments balance is \$1,005,655. The majority of the Beamish donation is in this account.

Legacy Fund account balance is \$300. Savings account balance is \$999.

Welfare chequing account balance is \$4,683. This account is used by the Outreach committee and by the Minister for Benevolent funds.

The Harold Perry Investment balance is \$65,750. The Outreach committee is responsible for distributing the funds in this investment.

The Kasota Scholarship Investment has a balance of \$2,622.

Trust Accounts (balances at December 31, 2025)

We hold money in trust in a separate account for Gaetz Empathy to Action (\$60).

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<sup>1</sup> Major donations are a single donation of \$10,000 or more.

**Table 1. 2025 Income, Expenses, Surplus**

Budget 2025 Categories	Budget 2025 Amounts	Actual Year End '25	Actual YTD /Budget %	Actual Year End '24	Actual % change 2025/2024
<b>TRANSFERS FROM ASSETS</b>					
Funds for New Boiler	67,000	70,115	105%		
Funds for basement windows	12,000	0			
Funds for Organ Maintenance	3,000	0			
Funds for sanctuary lighting	7,000	0			
Funds for new Christmas tree	3,000	0			
Investment Account Gain <sup>2</sup>	44,000	34,113	78%		
Legacy Fund	0	0	0%		
<b>TOTAL TRANSFERS FROM ASSETS</b>	<b>136,000</b>	<b>104,227</b>	<b>77%</b>		
<b>INCOME</b>					
Offerings - local	269,000	231,645	86%	1,120,312	-79%
Offerings - loose	3,000	3,379	113%	3,089	9%
Use of Building	30,000	24,571	82%	27,138	-9%
Weddings	2,000	1,200	60%	1,200	0%
Funerals	7,000	6,894	98%	6,880	0%
Fundraising Events	9,000	8,314	92%	8,863	-6%
Investment Interest				22,104	
Misc. Income	6000	600	10%	6112	-90%
<b>TOTAL INCOME</b>	<b>326,000</b>	<b>276,603</b>	<b>85%</b>	<b>1,195,698</b>	<b>-77%</b>
<b>TOTAL FUNDS TO SPEND</b>	<b>462,000</b>	<b>380,831</b>	<b>82%</b>		

<sup>2</sup> Account also increased by approx \$6300

**Table 1. 2025 Income, Expenses, Surplus (cont)**

Budget 2025 Categories	Budget 2025 Amounts	Actual Year End '25	Actual YTD /Budget %	Actual Year End '24	Actual % change 2025/2024
<b>EXPENSES</b>					
<b>MINISTRY &amp; PERSONEL EXP</b>					
Salaries & Wages	156696	156,247	100%	151,697	3%
Phone Allowance	630	600	95%	600	0%
Book Allowance	420	295	70%	83	
EI Exp	3,379	3,197	95%	3,126	2%
CPP	5,743	5,884	102%	5,816	1%
Pension Exp	11,900	11,761	99%	11,419	3%
Group Insurance exp	11,900	12,767	107%	11,685	9%
WCB Exp	670	725	108%	668	9%
Wedding/Funeral - Ministe	3,000	3,150	105%	3,150	0%
Wedding/Funeral - Musicia	1,000	1,200	120%	1,075	12%
Wedding/Funeral - Honorar	2,000	2,200	110%	2,100	5%
Music Leadership Honorar	1500	1500	100%	500	
Livestream/sound operators	2100	0	0%		
Contract Labour - vacation	2904	4412	152%	2340	89%
Continuing Education	2500	2075	83%	3214	-35%
Regional expenses	1000	0	0%	1071	
Travel Mileage	660	819	124%	1061	-23%
Computer/Tech Allowance	500	0	0%	503	
Janitorial Contract	20,051	17,525	87%	18,631	-6%
Janitorial Supplies	2800	2807	100%	2769	1%
Subtotal Ministry & Perso	<b>231,353</b>	<b>227,165</b>	<b>98%</b>	<b>221,508</b>	<b>3%</b>
<b>WORSHIP EVENTS TEAM</b>					
Choir Honorariums	1000	0	0%	0	
Choir	500	497	99%	1	
Handbells	500	432	86%	214	102%
Synergy	500	147	29%	500	-71%
Chancel Supplies <sup>3</sup>	3100	2507	81%	68	3587%
Pulpit Supply	4635	2852	62%	3524	-19%
Copyright License fees	1100	527	48%	1155	-54%
Live-stream	780	565	72%	582	-3%
Sound Booth Exp	750	0	0%	495	
Worship Resources	400	1351	338%	0	
Subtotal Worship Events T	<b>13265</b>	<b>8878</b>	<b>67%</b>	<b>6539</b>	<b>36%</b>

<sup>3</sup> Included new Christmas tree

**Table 1. 2025 Income, Expenses, Surplus (cont)**

Budget 2025 Categories	Budget 2025 Amounts	Actual Year End '25	Actual YTD /Budget %	Actual Year End '24	Actual % change 2025/2024
<b>CHRISTIAN DEVELOPEMENT EX</b>					
Youth & Family	2000	286	14%	398	-28%
Adult & Other	150	100	67%	375	
Subtotal Christian Develo	<b>2150</b>	<b>386</b>	<b>18%</b>	<b>773</b>	
<b>COMMUNICATIONS</b>					
Advertising	2800	2497	89%	2782	-10%
Newsletter	200	0	0%	155	-100%
Website/Online exp	1400	1297	93%	1354	-4%
Subtotal Communications	<b>4400</b>	<b>3794</b>	<b>86%</b>	<b>4291</b>	<b>-12%</b>
<b>ACKNOWLEDGEMENT &amp; AFFIRMA</b>					
Acknowl & Affirm Exp	<b>1000</b>	<b>242</b>	<b>24%</b>	<b>384</b>	<b>-37%</b>
<b>ADMIN EXPENSES</b>					
Office expenses	9000	6894	77%	6913	0%
Postage & Shipping	200	299	149%	195	
Telephone & Internet	4000	4431	111%	3970	12%
Accountants/Audit	5,000	4250	85%	4,150	
Parking	1100	1447	132%	1045	39%
Misc. exp	2000	168	8%	0	
Regional Fees	15,000	15495	103%	14,849	
ADP Expenses	370	414	112%	364	14%
Bank charges	1900	1817	96%	1873	-3%
GST expense	5500	4710	86%	5602	-16%
Fundraising Events Expenses	1000	520	52%	857	
PSIgate fees	100	97	97%	101	-4%
Event Honorarium	3500	3920	112%	3105	
Spirit of Wellness	250	0	0%		
Subtotal Admin Expenses	<b>48920</b>	<b>44461</b>	<b>91%</b>	<b>43024</b>	<b>3%</b>
<b>BUILDING MAINTENANCE</b>					
Utilities	31000	26954	87%	30396	-11%
Insurance	18250	18258	100%	16914	8%
Repairs & Maintenance	111000	89972	81%	34838	158%
Subtotal Building Mainten	<b>160250</b>	<b>135183</b>	<b>84%</b>	<b>82148</b>	<b>65%</b>
<b>TOTAL EXPENSES</b>	<b>461,338</b>	<b>420,109</b>	<b>91%</b>	<b>358,667</b>	<b>17%</b>
<b>SHORTFALL</b>	<b>662</b>	<b>-39,278</b>		<b>837,031</b>	

**Table 2. Balance Sheet – December 31, 2025**

**Assets**

Gaetz Accounts

RBC Chequing	\$126,936	
RBC Savings x790	\$999	
Welfare Chequing	\$4,683	
Sub-total Gaetz Accounts		\$132,618

Investments

Harold Perry Fund x220	\$65,750	
General Investments x221	\$1,005,655	
Kasota Scholarship x196	\$2,622	
Legacy Fund	\$300	
Sub-total Investments		\$1,074,327

Other Assets

Petty cash	\$0	
GST Receivable	\$2,473	
Prepaid Expense	\$0	
Sub-total Other Assets		\$2,473

Trust Accounts

Gaetz ETA	\$60	
Sub-total Trust Accounts		\$60

<b>Total Assets</b>		<b>\$1,209,477</b>
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**Table 2. Balance Sheet – December 31, 2025 (cont.)**

<b>Liabilities</b>			<u>Gaetz/Others</u>
<u>Funds in Gaetz Chequing</u>			
Building Fund	\$28,942		Gaetz
Contingency fund (PACE)	\$862		Gaetz
Chattels	\$380		Gaetz
Handbell Fund	\$2,211		Gaetz
Synergy Fund	\$798		Gaetz
Worship/choir funds	\$2,720		Gaetz
Sunday morning Coffee	\$4,672		Gaetz
Special Outreach	\$216		Gaetz
World Outreach	\$75		Gaetz
Gaetz Scholarship fund	\$3,699		Gaetz
KEC Camp Sponsorship	\$2,320		Gaetz
M&S Congregation	\$0		Others
M&S - UCW	\$1,050		Others
UCW Activity	\$11,554		Others
Spirit of Wellness	\$2,164		Others
United Kids Camp	\$1,363		Others
Gaetz ETA	\$60		Others
Food bank	\$260		Others
Mustard Seed	\$150		Others
Turning Point	\$0		Others
Safe Harbour	\$60		Others
KEC Fund	\$2,288		Others
CAWES	\$250		Others
Youth HQ	\$0		Others
Sub-total Gaetz Accounts		\$66,094	
<u>Welfare bank account</u>			
Ministers Benev. Fund	\$2,705		
Outreach Fund	\$1,978		
Sub-total		\$4,683	
Harold Perry Fund		\$65,750	
Legacy Fund		\$300	
<u>Liabilities</u>			
Accounts Payable	\$19,205		
Building Use Deposits	\$0		
Deferred Income	\$0		
Adjusting y/e Jan 1/23	\$0		
Sub-total Other Liabilities		\$19,205	
<b>Total Liabilities</b>		<b>\$156,033</b>	
<b>Equity - Gaetz</b>		<b>\$1,053,445</b>	
<b>Total Liab and Equity</b>		<b>\$1,209,477</b>	

Treasurer Report to Gaetz Memorial United Church – Board 24Feb2026 and AGM 22Mar2026  
 Scott (Sheila) Cunningham  
 December 31, 2025 – Year End

**Table 3. 2025 Change in bank accounts**

Assets	January 1, 2025	Assets - Bank accounts		December 31, 2025
		Money in	Money out	
<u>Gaetz Accounts</u>				
RBC Chequing	\$195,602	\$406,396	\$475,063	\$126,936
RBC Savings x790	\$999	\$0	\$0	\$999
Welfare Chequing	\$8,283	\$15,252	\$18,852	\$4,683
<u>Investments</u>				
Harold Perry Fund x220	\$74,401	\$2,812	\$11,463	\$65,750
General Investments x221	\$999,359	\$15,898	\$9,602	\$1,005,655
Kasota Scholarship x196	\$2,864	\$65	\$307	\$2,622
Legacy Fund	\$100	\$200	\$0	\$300
<u>Trust Accounts</u>				
Gaetz ETA	\$105	\$0	\$45	\$60

**Table 4. 2025 Change in Designated Funds.**

Liabilities	Designated Funds			December 31, 2025 balance
	January 1, 2025 balance	Money in	Money out	
<u>Funds in Gaetz Chequing</u>				
Building Fund	\$19,374	\$10,240	\$672	\$28,942
Contingency fund (PACE)	\$1,882	\$9,980	\$11,000	\$862
Chattels	\$360	\$20	\$0	\$380
Handbell Fund	\$2,692	\$1,633	\$2,113	\$2,211
Synergy Fund	\$648	\$150	\$0	\$798
Worship/choir funds	\$2,660	\$800	\$740	\$2,720
Sunday morning Coffee	\$4,606	\$4,672	\$4,606	\$4,672
Special Outreach	\$216	\$0	\$0	\$216
World Outreach	\$0	\$300	\$225	\$75
Gaetz Scholarship fund	\$2,909	\$791	\$0	\$3,699
KEC Camp Sponsorship	\$413	\$3,464	\$1,557	\$2,320
M&S Congregation	\$0	\$34,619	\$34,619	\$0
M&S - UCW	\$1,050	\$1,490	\$1,490	\$1,050
UCW Activity	\$2,062	\$12,070	\$2,578	\$11,554
Spirit of Wellness	\$6,604	\$3,955	\$8,395	\$2,164
United Kids Camp	\$1,296	\$470	\$403	\$1,363
Gaetz ETA	\$105	\$0	\$45	\$60
Food bank	\$0	\$2,145	\$1,885	\$260
Mustard Seed	\$0	\$665	\$515	\$150
Turning Point	\$0	\$0	\$0	\$0
Safe Harbour	\$571	\$490	\$1,001	\$60
KEC Fund	\$1,020	\$5,575	\$4,307	\$2,288
CAWES	\$424	\$1,735	\$1,909	\$250
Youth HQ	\$0	\$0	\$0	\$0
Sub-total Gaetz Accounts				
<u>Welfare bank account</u>				
Ministers Benev. Fund	\$1,305	\$5,094	\$3,694	\$2,705
Outreach Fund	\$6,978	\$11,200	\$16,200	\$1,978
Sub-total				
Harold Perry Fund	\$74,401	\$2,812	\$11,463	\$65,750
Legacy Fund	\$100	\$200	\$0	\$300

Treasurer Report to Gaetz Memorial United Church – Board 24Feb2026 and AGM 22Mar2026  
 Scott (Sheila) Cunningham  
 December 31, 2025 – Year End

**Table 5. 2025 Board Approved expenses – beyond 2025 budget**

Board meeting	Item	Details
January	Boiler fundraising campaign	Fundraise up to \$54,600 (Board Motion 03-28-01).
June email motion1	Short term loan to Kasota East Camp if requested by KEC treasurer, to be repaid as soon as funds from Canada Summer Jobs are received	\$27,000 approved. No request, \$0 loaned.
June email motion2	Basement window replacement	\$13,500 approved. \$0 spent as of December 31
October	Funds for an insurance appraisal (Trustee request)	\$6,000 approved. \$4,475 spent as of December 31.
Total fundraised		\$11,000
Total approved expenses		\$46,500
Total spent		\$4,475

**Table 6. 2025 Building and Maintenance Fund and Expense**

	Money In	Money Out
Building Fund	\$10,240	\$672
Boiler fundraising	\$11,000	N/A
Boiler expenses	N/A	\$70,115
Building appraisal	N/A	\$4,475
Other Building Expense	N/A	\$26,382
Total	\$21,240	\$101,644

**Table 7. Revisions made to our 2024 books by accountant's review**

Items	2024 books at AGM	Accountant	Change	Reason
<b>General</b>				
GST receivable, GST Expense, Misc Income	Accountant wanted our GST receivable at year end (Jul-Dec 2024) shown as an asset to carry to 2025 rather than counting it as Misc Income at the time it was received. GST rebate (Gaetz gets 50% back) is applied to reduce GST expense. Total dollars do not change, but the amounts shown for these 3 accounts do change.			
<b>Income</b>				
Interest Income	\$22,104	\$18,459	\$-3645	Accountant number matches bank balance on Dec 31/24. I listed \$22,104 in error.
Income change			\$-3645	
<b>Expenses</b>				
Utilities	\$30,396	\$33,499	\$3,103	13 months of gas bills counted in 2024, only 11 months counted in 2023.
Expense change			\$3103	
<b>Surplus</b>	\$837,031	\$830,283	\$-6748	The two changes above

**Table 8. Treasurer changes made after accountant's review of our 2024 books**

Items	Gaetz Account #	Account type	Reason
Investment Account	1330	Asset	December 31, 2024 total was corrected to \$999,358.78 to match bank balance (previously \$1,003,003)
Harold Perry account	1310	Asset	December 31, 2024 total was corrected to \$74,399.91 to match bank balance (from \$78,939) and because we forgot to account for a November \$5000 transfer to the Outreach account.
Outreach account	1140	Asset	December 31, 2024 total was corrected to \$6,978 to account for \$5000 transfer into Outreach.
KEC Scholarship Account	1320	Asset	December 31, 2024 total was corrected to \$2,864.29 to match bank balance (from \$2857)