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**Holy Trinity United Church, Elliot Lake – Council Meeting
Thursday, MAY 19, 2022 @ 2:00 pm – Fellowship Hall
MINUTES**

Present:

Rev. Cory Vermeer-Cuthbert	Minister
Russ Foy	Council Chair & Board of Trustees Chair
Beth Bigelow	Friendship Group Interim Chair
Roger West	Worship Committee Chair & Regional Council Rep
Ken Pierce	Property Committee Secretary
Dean Reile	Board of Trustee member & Property Committee member
Susan Reile	M&P
Joan Stark	M&P
Nancy Edwards	M&P
Kathy Calverley	Council Secretary & Pastoral Care Committee Chair

Regrets: Elaine West, Treasurer

Guest: Ann Foy, Music Director

1. Call to Order

Russ Foy welcomed everyone at 2:01 pm.

2. Opening Devotional

-Rev. Cory read a reflection that used the well known saying: “When one door closes, a window opens” followed by a question of: “How does that saying apply to Holy Trinity and to each Council member as an individual?”

3. Adoption of Agenda for May 19, 2022

Motion CC-31-2022 – the Agenda for **May 19, 2022** be accepted as presented.

Motion by Nancy Edwards; Seconded by Roger West; **Carried.**

4. Adoption of Previous Minutes for April 21, 2022

Motion CC-32-2022 – the Minutes from **April 21, 2022** be accepted as presented.

Motion by Ken Pierce; Seconded by Nancy Edwards; **Carried.**

5. Minister’s Report

-accountability report verbally submitted

6. Treasurer’s Report

-Elaine West was not able to attend the meeting

a) April 2022 Financial Report

-there was a deficit of \$5,283.76 for the month

-any questions pertaining to the April 2022 Financial Report will be taken up at the next Council meeting

Motion CC-33-2022: the Treasurer's Report for **May 19, 2022** be accepted as presented.
Motion by Dean Reile; Seconded by Roger West; **Carried.**

b) Roger West, on behalf of Elaine West, noted that the church received our Insurance premium notice of \$6592

c) Roger West also informed Council that the Canadian Shield Regional Council has increased the minimum mileage rate from \$0.41/km to \$0.46/km until September 2022

-General Council has extended this rate increase to Dec 2022 and CSRC will revisit this in Sep

-Holy Trinity currently pays the minimum mileage rate

7. Committee Reports

Written Reports:

M&P – no additions to written report

Property – additions to written report include:

-grass-cutting schedule will go to 2 crews cutting every 3rd week

Verbal Report:

Worship

-a preliminary revised pulpit supply budget will be approx. \$5,000 to the end of Dec 2022

-a concise pulpit supply schedule will be provided at the next Council meeting

Motion CC-34-2022 - the Committee Reports for **May 19, 2022** be accepted as presented.

Motion by Nancy Edwards; Seconded by Beth Bigelow; **Carried.**

8. Replies from Council Letter to Congregation

-10 replies received including general comments, a few suggestions and a few status updates

-Russ has asked Council members to also reply to the letter

-Russ will again this Sunday urge congregants to reply to the letter

-before Rev. Cory leaves in June, Russ will collect and chart all responses and call a special Council meeting to discuss how to proceed.

9. Renewal (Steering) Committee

-Roger and Russ are having a Zoom meeting with Doug Elliot and William Elliot tomorrow

-the development of the church property will be raised

-Roger has also made previous contact with United Property Resource Corporation regarding developing the property into housing

10. Church Yard Sales

-Rev. Cory will oversee Thursday June yard sales in the Fellowship Hall from 11 am to 1 pm

-this time slot coincides with Algoma Farm Fresh weekly deliveries in the Holy Trinity parking lot

-dates are June 2, June 9, June 16, June 23, and June 30.

-no large or heavy items will be accepted

ACTION: Rev. Cory will prepare an announcement for the bulletin and congregational email

11. New Business

a) Fellowship Hall entrance way needs to be improved prior to Funeral Visitation on May 25th

ACTION: the Property Committee will review the area and look after improvements

b) Being Good Neighbours

-a fire destroyed the homes of two families who lived in the row houses across from the church

ACTION: Rev. Cory will prepare an announcement for the bulletin that donations can be dropped off at the church

c) Proposed Wedding

-Rev. Cory will be meeting with a couple soon

-this will be brought to Council for approval when more details are known

12. Next Meeting: Thursday, June 16th, 2022 at 2:00 pm


-this will be Rev. Cory's last Council Meeting

14. Closing Thoughts

-Russ Foy shared closing thoughts.

15. Motion for Adjournment for of Meeting / Time

-the meeting was adjourned at 2:50 pm with a motion by Roger West.



Russ Foy, Council Chair



Kathy Calverley, Council Secretary

**Official Council Meeting
Treasurer's Report
May 19, 2022**

Reports included with this report:

- Balance Sheet as of April 2022
- Balance Sheet by Funds as of April 2022
- Consolidated Income and Expense Statement April 2022

Summary:

As of April 29, 2022 we have \$72,570.91 in our church bank accounts.

The \$40,000 CEBA loan is now recorded in the General fund. Please note that this loan will need to be paid back by December 2023 to avoid any interest fees.

April 2022:

On the Income and Expense statement, we had an income for April of \$ 6,473.29 and expenses were \$ 11,757.05 leaving a deficit of \$ 5,283.76 for the month.

Expenses:

- The big unusual expense this month was payment of \$1,503.94 for the computer and TV to be used for worship services. Roger is in the process of applying for a grant to help us get some of this money back.
- Website Hosting fees of \$475.48 included the one-time set up fee and yearly subscription of the new website as well as payment to Joanne Matheson for her services from January to March.
- Office expenses were \$639.33 which includes the first office supplies purchases for the year along with the quarterly payment for the photo copier.
- \$544.00 were M&S Contributions for April that were forwarded to UCC.
- The monthly cost for Salaries and payroll was 7,624.19 and building operational costs -heat, insurance, plowing etc. – was \$623.03.

Elaine West
Treasurer

ASSETS

CURRENT INCOME

CASH

CHECKING ACCOUNTS

TD Canada Trust #5205876

\$13,428.06

SAVINGS ACCOUNTS

TD Canada Trust #5206651

\$0,142.85

Subtotal Current Income

\$12,570.91

OTHER ASSETS / INCOME

HST - Recoverable

891.00

GST - Recoverable

2.34

Subtotal Other Assets / Income

893.34

TOTAL ASSETS

\$13,464.25

LIABILITIES

LONG TERM LIABILITIES

CEBA - \$60,000 loan

\$40,000.00

TOTAL LIABILITIES

\$40,000.00

FUND BALANCE

Fund Balance

\$33,464.25

TOTAL FUND BALANCE

\$33,464.25

TOTAL LIABILITIES AND FUND BALANCE

\$73,464.25

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Holy Trinity United Church
Balance Sheet
 Funds: 01-07, April 2022

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	Fund 01 GENERAL FUND	Fund 02 - MSS CHURCH FUND	Fund 03 - MEMORIAL FUND	Fund 04 CAPITAL	Fund 05 - RESERVE FUND	Fund 06 - FRIENDSHIP GROUP	Fund 07 CHOIR
ASSETS							
CURRENT INCOME							
CASH							
CHECKING ACCOUNTS							
TD Canada Trust #5205876	\$6,408.72	\$3,919.74	\$1,025.29	\$363.29	\$9,389.34	\$129.50	\$33.66
SAVINGS ACCOUNTS							
TD Canada Trust #5206661	\$2,413.60	\$,082.17	\$,743.49	162.62	10,670.32	1,554.62	\$16.03
Subtotal Current Income	38,822.32	1,162.43	9,766.78	525.91	20,059.66	1,684.12	\$49.69
OTHER ASSETS / INCOME							
HST - Recoverable	891.00						
GST - Recoverable	2.34						
Subtotal Other Assets / Income	893.34	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL ASSETS	<u>\$39,715.66</u>	<u>\$1,162.43</u>	<u>\$9,766.78</u>	<u>\$525.91</u>	<u>\$20,059.66</u>	<u>\$1,684.12</u>	<u>\$549.69</u>
LIABILITIES							
LONG TERM LIABILITIES							
CEBA - \$50,000 Loan	\$40,000.00						
TOTAL LIABILITIES	<u>\$40,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
FUND BALANCE							
Fund Balance	\$39,715.66	\$1,162.43	\$30,233.22	\$525.91	\$20,059.66	\$1,684.12	\$549.69
TOTAL FUND BALANCE	<u>\$39,715.66</u>	<u>\$1,162.43</u>	<u>\$30,233.22</u>	<u>\$525.91</u>	<u>\$20,059.66</u>	<u>\$1,684.12</u>	<u>\$549.69</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>\$79,715.66</u>	<u>\$1,162.43</u>	<u>\$30,233.22</u>	<u>\$525.91</u>	<u>\$20,059.66</u>	<u>\$1,684.12</u>	<u>\$549.69</u>

Holy Trinity United Church
Income and Expense Statement
 Consolidated - April 2022

		Current Period	Year to Date	Year to Date Budget	YTD Prior Year
INCOME	4000				
CONTRIBUTIONS	4100				
Offering - Envelope	4110	\$2,006.00	\$4,685.00	\$9,166.68	\$5,927.52
Offering - PAR	4120	3,969.00	16,442.00	16,800.00	16,793.00
Offering - Loose	4130	133.05	181.30	200.00	61.00
Christmas Offering	4134	0.00	0.00	1,000.00	0.00
Fellowship Fund	4196	0.00	0.00	66.68	0.00
Outreach/Community Giving	4197				
Food Bank	4197-010	266.00	380.00	0.00	260.00
Women's Shelter	4197-020	5.00	20.00	0.00	20.00
Men's Shelter	4197-040	5.00	20.00	0.00	120.00
Subtotal Outreach/Community Giving	4197	276.00	420.00	0.00	400.00
Subtotal Contributions	4100	6,383.05	21,728.30	27,233.36	23,181.52
HALVORSEN BEQUEST	4200				
Bequest Interest	4210	0.00	136.47	0.00	0.00
OTHER INCOME	4400				
Chequing Account Interest	4410	0.00	0.00	0.00	1.07
Savings Account Interest	4420	15.24	53.65	8.64	53.19
Church Deficit Fund	4424	0.00	0.00	0.00	250.00
Fund Raising	4431	0.00	0.00	1,666.68	0.00
Subtotal Other Income	4400	15.24	53.65	1,675.32	304.26
MISCELLANEOUS INCOME	4500				
Use of Building	4510	0.00	140.00	666.68	164.00
Craft Group	4510-010	0.00	42.00	0.00	118.00
Subtotal Use Of Building	4510	0.00	182.00	666.68	282.00
Funerals	4530	0.00	0.00	66.68	0.00
GST / HST / PST Rebate	4551	0.00	-18.12	0.00	0.00
The Observer / Broadview	4591	75.00	75.00	200.00	200.00
Bulletins	4592	0.00	0.00	50.00	0.00
Envelopes	4598	0.00	10.00	16.68	20.00
Subtotal Miscellaneous Income	4500	75.00	248.88	1,000.04	502.00
TRANSFER FROM OTHER FUNDS	4600				
Transfer from General Fun	4615	278.20	965.71	0.00	1,044.38
Transfer from Memorial	4630	0.00	40,000.00	0.00	0.00
Transfer from Bequest	4631	0.00	10,000.00	10,000.00	0.00
CEWS - 75% Wage Subsidy	4695	0.00	0.00	0.00	3,738.07
Subtotal Transfer From Other Funds	4600	278.20	50,965.71	10,000.00	4,782.45
CEBA - \$60,000 LOAN	4800				
CEBA - Emergency Loan	4825				
CEBA - Utilizing Loan	4825-010	0.00	0.00	0.00	15,000.00
TOTAL INCOME		6,751.49	73,132.01	39,908.72	43,770.23
EXPENSES	5000				
MINISTRY AND PERSONNEL	5100				
SALARIES	5110				
Salaries	5111				
Minister's Salary	5111-100	\$5,125.00	\$20,500.00	\$20,500.00	\$20,000.00
Secretary's Salary - SP	5111-200	0.00	0.00	1,666.68	0.00

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Musician Supply	5111-350	253.00	928.60	1,000.00	960.00
Custodian's Salary	5111-400	341.25	1,316.25	1,400.00	1,300.00
Maintenance Engineer	5111-600	0.00	0.00	333.32	175.00
Vacation Pay	5114	23.77	89.79	150.00	0.00
Honoraria	5117	0.00	0.00	166.68	0.00
Subtotal Salaries	5111	5,743.02	22,834.64	25,216.68	22,435.00
ALLOWANCES	5120				
Mileage Paid to Minister	5121	315.28	359.33	666.68	80.36
Telephone - Cory's Land	5122	67.50	270.00	283.32	265.32
Telephone - Cory's Cell	5122-100	57.17	232.74	283.32	348.00
Life-Long Learning +Books	5123	60.00	402.47	666.68	423.36
Subtotal Allowances	5120	499.95	1,264.54	1,900.00	1,117.04
EMPLOYER EXPENSES	5130				
Employer EI	5135	0.00	0.00	0.00	53.93
Employer Taxes - from ADP	5137	382.17	1,526.67	1,600.00	1,398.12
Employer Benefits - ADP	5147	972.44	3,884.67	3,666.68	3,523.40
Processing Fee - from ADP	5151	26.61	140.79	200.00	106.59
Subtotal Employer Expenses	5130	1,381.22	5,552.13	5,466.68	5,082.04
Subtotal Salaries	5110	7,624.19	29,651.31	32,583.36	28,634.08
FINANCE	5500				
Faith Community Assessment	5501	284.08	1,136.32	1,136.32	3,634.00
Stewardship Education	5510	0.00	0.00	166.68	32.82
PAR Charges	5512	18.50	75.00	80.00	75.50
Bank Charges	5513	-55.50	4.00	10.00	5.00
Office Supplies	5521	369.40	369.40	266.68	820.56
Canon - Photocopier Usage	5522	168.63	376.01	166.68	57.94
Canon - Photocopier Lease	5523	101.30	228.68	105.00	202.60
Canada Post	5524	0.00	143.44	200.00	387.63
Advertising	5531	0.00	0.00	33.32	0.00
Bulletins	5532	0.00	0.00	33.32	44.55
Computer	5541	0.00	0.00	50.00	33.89
Website Hosting	5542	475.48	475.48	240.00	0.00
Financial Review of Books	5551	0.00	233.87	300.00	233.86
Miscellaneous - ELORA adj	5591	0.00	0.00	0.00	105.57
Subtotal Finance	5500	1,361.89	3,042.10	2,788.00	5,633.92
WORSHIP	5800				
Pulpit Supply	5821	100.00	454.28	773.32	742.00
Worship Supplies	5850	0.00	37.50	306.68	0.00
Easter Supplies	5850-030	0.00	0.00	0.00	13.95
Books	5850-060	0.00	28.25	0.00	0.00
ZOOM Expenses	5850-075	0.00	145.82	0.00	207.88
Miscellaneous	5850-990	1,503.94	1,503.94	0.00	0.00
Subtotal Worship Supplies	5850	1,503.94	1,715.51	306.68	221.83
Subtotal Worship	5800	1,603.94	2,169.79	1,080.00	963.83
OUTREACH / M & S	6400				
UC Mission & Service	6403	544.00	6,386.00	2,300.00	2,447.00
Outreach/Community Giving	6420	0.00	0.00	675.00	0.00
The Observer / Broadview	6422	0.00	0.00	200.00	0.00

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Subtotal Outreach / M & S	6400	544.00	6,386.00	3,175.00	2,447.00
HALVORSEN BEQUEST	6500				
Dispersment of Bequest	6510	0.00	0.00	106,207.40	0.00
Transfer to General Fund	6510-010	0.00	10,000.00	0.00	0.00
Transfer to Trustees	6510-020	0.00	305,000.00	0.00	0.00
Subtotal Dispersment Of Bequest	6510	0.00	315,000.00	106,207.40	0.00
Subtotal Halvorsen Bequest	6500	0.00	315,000.00	106,207.40	0.00
CHRISTIAN LIFE AND WORK	6700				
M&P Expenses	6715	0.00	58.21	0.00	0.00
Pastoral Care	6720	0.00	0.00	33.32	0.00
Subtotal Christian Life And Work	6700	0.00	58.21	33.32	0.00
CHOIR	7500				
Music	7501	0.00	0.00	66.68	0.00
Piano	7510	0.00	207.88	0.00	0.00
Subtotal Choir	7500	0.00	207.88	66.68	0.00
OPERATING	8000				
Gas	8001	337.66	2,182.98	1,000.00	1,847.53
Hydro	8011	170.58	696.46	666.68	484.54
Water	8021	0.00	215.75	210.00	201.54
Telephone - Land Line	8031	90.99	363.72	366.68	342.29
Telephone - Internet	8032	73.80	221.40	283.32	274.40
Subtotal Operating	8000	673.03	3,680.31	2,526.68	3,150.40
PROPERTY	8040				
Janitorial Supplies	8090	0.00	0.00	83.32	77.96
Maint - Grounds - Church	8091	0.00	0.00	1,100.00	0.00
Maint - Building - Church	8092	-50.00	120.90	350.00	50.00
Move Secretary's Office	8092-020	0.00	0.00	0.00	106.98
Subtotal Maint - Building - Church	8092	-50.00	120.90	350.00	156.98
Snow Removal Contract	8093	0.00	1,860.51	2,625.00	1,481.13
Sanding	8093-010	0.00	150.71	2,250.00	0.00
Subtotal Snow Removal Contract	8093	0.00	2,011.22	4,875.00	1,481.13
Grass / Lawn Maintenance	8094	0.00	0.00	500.00	0.00
Accessibility	8095	0.00	0.00	10,000.00	0.00
Subtotal Property	8040	-50.00	2,132.12	16,908.32	1,716.06
TRUSTEES	8200				
Insurance	8210	0.00	1,286.58	1,766.58	1,069.81
CHURCH - CAPITAL	8500				
Fabres Consulting	8524	0.00	0.00	0.00	3,417.51
Paving - lot maintenance	8535	0.00	0.00	66.68	0.00
Repair Church Roof	8540	0.00	0.00	166.68	0.00
Repairs to Sidewalk	8543	0.00	0.00	333.32	0.00
Subtotal Church - Capital	8500	0.00	0.00	566.68	3,417.51
TRANSFERS TO OTHER FUNDS	9600				

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Holy Trinity United Church
Income and Expense Statement
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		Current Period	Year to Date	Year to Date Budget	YTD Prior Year
Transfer to Reserve Fund	9621	278.20	965.71	0.00	1,044.38
Transfer to General	9640	0.00	40,000.00	0.00	0.00
Subtotal Transfers To Other Funds	9600	278.20	40,965.71	0.00	1,044.38
CEBA - TRANSFER FUNDS	9700				
CEBA - Expensing Funds	9710	0.00	0.00	0.00	15,000.00
TOTAL EXPENSES		12,035.25	404,580.01	167,702.12	63,076.99
EXCESS INCOME/EXPENSES		-\$5,283.76	-\$331,448.00	-\$127,793.40	-\$19,306.76

Committee Reports

M&P Committee Report

M&P participated in a webinar on May 4th.

It was entitled M&P 101 and included role playing and discussions in breakout rooms.

Lee Ohrner was informed of the extra custodial duties required for the Vow Renewal Service on June 4th.

Submitted by Susan Reile

Property Committee Report

1. Leaves raked on lawns.
2. Sand swept off parking lot pavement.
3. Broken tree branches piled up to take to dump.
4. Preparing a grass-cutting schedule
5. Water line opened up for watering of lawn & flower beds.
6. Dean Reile removed the air conditioner covers.
7. Remove Snow Blower from shed to summer storage in basement under front stairs.

Submitted by Ken Pierce