

**Holy Trinity United Church, Elliot Lake – Council Meeting
Thursday, OCTOBER 20, 2022 @ 2:00 pm – Fellowship Hall
MINUTES**

A Zoom call was arranged with Rev. Melody Duncanson-Hales plus Elaine and Roger West for the 2:00 pm meeting. Unfortunately, the internet connection was intermittent at best, so a decision was made to ask the Zoom participants to continue the meeting via phone. Regrettably a phone connection could not be made with Rev. Melody. The meeting continued; however, no Motions could be made without the attendance of the Pastoral Charge Supervisor. Proposed motions for this meeting will be dealt with at the next Council Meeting.

Present:

| | |
|-----------------|--|
| Russ Foy | Council Chair & Board of Trustees Chair |
| Elaine West | Treasurer (by phone) |
| Roger West | Worship Committee Chair & Regional Council Rep (by phone) |
| Ken Pierce | Property Committee Secretary |
| Dean Reile | Board of Trustees & Property Committee |
| Nancy Edwards | M&P Council Voting Rep |
| Kathy Calverley | Council Secretary & Pastoral Care Committee Chair |

Regrets: (due to HTUC's technical issues)

Rev. Melody Duncanson-Hales Pastoral Charge Supervisor

1. Call to Order

Russ Foy welcomed everyone at 2:10 pm

2. Opening Devotional

Russ opened in a short prayer asking God to help us through the meeting

3. Adoption of Agenda for October 20, 2022

-Motion to accept Agenda of October 20th postponed to next Council meeting

4. Adoption of Previous Minutes for September 15, 2022

-Motion to accept Minutes of September 15th postponed to next Council meeting

5. Email Vote of Sep 27th - Motion Required

-Motion postponed to next Council meeting

6. Church Rental Request for Carol Sing on Dec 18th – Motion Required

-Motion postponed to next Council meeting

ACTION: Kathy Calverley given go ahead to have Pat Henderson sign HTUC rental agreement on Friday, Oct 21st.

7. **Correspondence** – Letter from Regional Council re Pastoral Charge Supervisor
-Russ reviewed the contents of the letter from Rev. Rob Smith regarding the appointment of Rev. Melody Duncanson-Hales as HTUC's Pastoral Charge Supervisor

8. **Pastoral Charge Supervisor's Report**

-postponed to next Council Meeting

9. **Committee Reports**

Written reports included in Meeting Agenda Package:

Friendship Group; M&P; Property; Regional Council Rep; Trustees; Worship

-Verbal Additions to Written Reports:

1) **Property**

a) Outside light attached to side of building nearer to the top of the parking lot has a photo control issue and will not work

ACTION: Dean Reile to contact Harrison Electric to repair

b) Sidewalk Snow Clearing

-Michel Angrignon does not have reliable winter transportation to take on this job

-Elaine West has contacted other nearby churches regarding a possible job-share; however, they use their own volunteers

-Ken Pierce has proposed a volunteer schedule including himself, Michel Angrignon, Jim Nichol and Mike Gunning; however, Mike Gunning has not replied back yet

-Russ Foy volunteered his services in the absence of Mike Gunning

ACTION: Ken Pierce to follow up with Mike Gunning

c) Winter Property Maintenance Contact

-in the possible winter absence of Ken Pierce and Dean Riele, could HTUC call Mike Gunning for maintenance issues?

ACTION: Ken Pierce to follow up with Mike Gunning

*****Please see note at end of Minutes**

2) **M&P**

Custodian Away Due to Leg Fracture

-Lee Ohrner wishes to return to work asap

-next doctor's appointment is Oct 28th which may result in a return-to-work schedule

-Nancy Edwards has filled the custodial role and will do so until Oct 29th

-Nancy will take up Winston Cuthbert's offer to vacuum the Fellowship Hall

-Council may need to find cleaning alternatives after Oct 29th

3) Trustees

Insurance Changes - review of letter from Erik Mathiesen, UCC CFO

-questions re bottom paragraph of first page of letter: *"Those insured elsewhere can apply the program at their renewal date but will need to be underwritten."*

-we believe we are insured with UCC HUB insurance, but since we use BrokerLink, we will need to verify the connection.

ACTION: Russ Foy to contact Erik Mathiesen

-Motion to accept Committee Reports for Oct 20th postponed to next Council meeting

10. Update re Possible Custodian/Outdoor Maintenance Position

-dealt with during Committee Reports

11. Treasurer's Report

a) September 2022 Financial Report

-September had a surplus of \$747.00

b) Repayment of \$40,000 CEBA loan

-Elaine West was successful in having the TD Bank verify that the \$40K CRBA loan will need to be repaid by Dec. 31, **2023**.

ACTION: Council to decide when to pay back the loan at the November 2022 Council Meeting

-Motion to accept Treasurer's Report for Oct 20th postponed to next Council meeting

Ken Pierce exited the meeting at 2:45 pm

12. 2023 Budget Discussions

-review of DRAFT 2023 Annual Budget Worksheet

-DRAFT 2023 Annual Budget shows a **deficit of approx. \$15,680**

-Russ Foy remarked about the excellent consolidation of information and the easy-to-read format

-Secretary's Wages line item of \$5000; this amount would cover hiring additional staff, if required

-Pastoral Charge Supervisor expenses will be added as a line item to worksheet; estimate of \$1000

-mileage coverage has increased to \$0.46/km to the end of 2022

-will increase again to \$0.55/km beginning Jan 2023

-insurance cost is estimated at \$8500, which the Trustees typically cover

ACTION: Trustees to discuss approving coverage of insurance

-Edward Jones Investments has contacted Russ Foy to arrange a meeting

ACTION: Russ Foy and Elaine West will attend this meeting

-Motion to accept 2023 Annual Budget postponed to next Council meeting

13. New Business

a) Moving Padded Chairs Forward in Sanctuary

-congregant has requested the remaining padded chairs, currently located further back in the sanctuary, be moved forward for better sight and sound

-Council has agreed to swap this row of padded chairs with the pew that lines up with speaker on the wall

b) Slip & Fall Incident

-Sunday, Oct 16th a congregant fell last on the last stair step leading to the Narthex side entrance landing when he was going down to Coffee Hour after the worship service

-the congregant hit his head, but was otherwise okay and this was confirmed with a follow up phone call the next day with Kathy Calverley

ACTION: As a Health and Safety matter, considering the age demographic of our congregation, Council to consider alternate arrangements regarding the use of stairs and the use of the Fellowship Hall for Coffee Hour


14. Next Meeting: Thursday, November 10th, 2022 at 2:00 pm; Fellowship Hall

15. Closing Thoughts

-Russ Foy read from the Oct 6th Daily Minute from Norval United Church, Georgetown, ON, that refers to Proverbs 13:12 *"Unrelenting disappointment leaves you heartsick, but a sudden good break can turn life around."* (The Message).

16. Motion for Adjournment for of Meeting / Time

-the meeting was adjourned at 3:06 pm with a motion by Nancy Edwards.



Russ Foy, Council Chair



Kathy Calverley, Council Secretary

***Note from Property Committee verbal update

-Mike Gunning replied to Ken Pierce's email shortly after the Council meeting was over

-he is willing to volunteer as a sidewalk snow clearer

-he is also willing to volunteer to be the maintenance contact if Ken and Dean are away

Official Council Meeting Treasurer's Report October 20, 2022

Reports included with this report:

- Balance Sheet as of September 30, 2022
- Balance Sheet by Funds as of September 30, 2022
- Consolidated Income and Expense Statement September 30, 2022
- Draft Estimate Budget for 2023

Bank Account Summary:

As of September 30 we have \$70,510.46 in our church bank accounts.

The \$40,000 CEBA loan pay back – to be discussed at meeting.

September Summary:

Our September income was a total of \$4,562.63. Contributions were down from August, but a total of \$ 485 from user group rentals, sale of a pew and sale of church calendars added to our income for this month.

September Expenses:

- \$300.00 were M&S Contributions for September that were forwarded to UCC.
- The monthly cost for payroll was \$ 580.02 and pulpit supply was \$ 407.92.
- Paint and supplies for the front stairs and door were purchased for \$524.95.
- Our insurance payment for September was 776.21

Our September income covered the expenses and we end the month with a surplus of \$747.00.

PLANNING FOR 2023

Please find attached a DRAFT BUDGET OUTLINE for 2023 I have prepared for discussion at the council meeting.

Other items to discuss will be – paying back of CEBA loan/ transfer from trustees for insurance/ bequest funds to help cover overhead costs during the winter/ planning for staffing / major improvements or purchases in 2023.

Submitted by Elaine West, Treasurer.

10/03/2022 02:00 PM

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

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| | Current Year |
|------------------------------------|--------------------|
| <hr/> | |
| ASSETS | |
| CURRENT INCOME | |
| CASH | |
| CHECKING ACCOUNTS | |
| TD Canada Trust #5205876 | \$16,154.24 |
| SAVINGS ACCOUNTS | |
| TD Canada Trust #5206651 | 54,356.22 |
| Subtotal Current Income | 70,510.46 |
| OTHER ASSETS / INCOME | |
| HST - Recoverable | 1,341.24 |
| GST - Recoverable | 2.34 |
| Subtotal Other Assets / Income | 1,343.58 |
| TOTAL ASSETS | <u>\$71,854.04</u> |
| | |
| LIABILITIES | |
| LONG TERM LIABILITIES | |
| CEBA - \$60,000 Loan | \$40,000.00 |
| TOTAL LIABILITIES | 40,000.00 |
| | |
| FUND BALANCE | |
| Fund Balance | \$31,854.04 |
| TOTAL FUND BALANCE | 31,854.04 |
| | |
| TOTAL LIABILITIES AND FUND BALANCE | <u>\$71,854.04</u> |

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

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| | Current Period | Year to Date | Year to Date Budget | YTD Prior Year |
|------------------------------------|----------------|--------------|------------------------|----------------|
| INCOME | | | | |
| CONTRIBUTIONS | | | | |
| Offering - Envelope | \$1,082.00 | \$12,515.75 | \$20,625.03 | \$13,323.36 |
| Offering - PAR | 2,586.00 | 31,968.00 | 37,800.00 | 37,648.00 |
| Offering - Loose | 59.00 | 512.35 | 450.00 | 141.50 |
| Offering - Canada Helps | 0.00 | 168.00 | 0.00 | 0.00 |
| Anniversary Offering | 0.00 | 0.00 | 2,000.00 | 0.00 |
| Christmas Offering | 0.00 | 0.00 | 1,000.00 | 0.00 |
| Fund Raising - Yard Sale | 0.00 | 0.00 | 1,530.00 | 2,242.95 |
| Fellowship Fund | 0.00 | 50.00 | 150.03 | 0.00 |
| Outreach/Community Giving | | | | |
| Food Bank | 25.00 | 790.00 | 0.00 | 525.00 |
| Women's Shelter | 5.00 | 45.00 | 0.00 | 45.00 |
| Men's Shelter | 5.00 | 45.00 | 0.00 | 145.00 |
| Subtotal Outreach/community Giving | 35.00 | 880.00 | 0.00 | 715.00 |
| Youth Mission | 0.00 | 180.00 | 0.00 | 0.00 |
| Subtotal Contributions | 3,762.00 | 46,274.10 | 63,555.06 | 54,070.81 |
| HALVORSEN BEQUEST | | | | |
| Income | 0.00 | 0.00 | 0.00 | 335,622.18 |
| Bequest Interest | 0.00 | 135.47 | 0.00 | 113.19 |
| Subtotal Halvorsen Bequest | 0.00 | 135.47 | 0.00 | 335,735.37 |
| OTHER INCOME | | | | |
| Chequing Account Interest | 0.00 | 0.00 | 0.00 | 1.07 |
| Savings Account Interest | 66.93 | 267.02 | 19.44 | 111.34 |
| Church Deficit Fund | 0.00 | 0.00 | 0.00 | 250.00 |
| Fund Raising | 0.00 | 0.00 | 3,750.03 | 0.00 |
| Yard Sale | 40.00 | 1,890.35 | 0.00 | 0.00 |
| Subtotal Fund Raising | 40.00 | 1,890.35 | 3,750.03 | 0.00 |
| Subtotal Other Income | 106.93 | 2,157.37 | 3,769.47 | 362.41 |
| MISCELLANEOUS INCOME | | | | |
| Use of Building | 285.00 | 785.00 | 1,500.03 | 575.25 |
| Craft Group | 0.00 | 42.00 | 0.00 | 118.00 |
| Subtotal Use Of Building | 285.00 | 827.00 | 1,500.03 | 693.25 |
| Weddings | 0.00 | 170.00 | 200.00 | 0.00 |
| Funerals | 0.00 | 650.00 | 150.03 | 0.00 |
| GST / HST / PST Rebate | 0.00 | -18.12 | 0.00 | 0.00 |
| UCC Healing Fund | 0.00 | 0.00 | 0.00 | 1,285.65 |
| Church Calendar | 100.00 | 100.00 | 0.00 | 0.00 |
| Other Income | 100.00 | 100.00 | 0.00 | 0.00 |
| The Observer / Broadview | 0.00 | 150.00 | 200.00 | 200.00 |
| Our Daily Bread | 11.10 | 11.10 | 0.00 | 0.00 |
| Bulletins | 0.00 | 25.00 | 112.50 | 0.00 |
| Envelopes | 0.00 | 10.00 | 37.53 | 20.00 |
| Subtotal Miscellaneous Income | 496.10 | 2,024.98 | 2,200.09 | 2,198.90 |
| TRANSFER FROM OTHER FUNDS | | | | |
| Transfer from General Fun | 197.60 | 2,236.17 | 0.00 | 2,348.20 |
| Transfer from Memorial | 0.00 | 40,000.00 | 0.00 | 0.00 |
| Transfer from Bequest | 0.00 | 10,000.00 | 10,000.00 | 0.00 |

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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 |
|------------------------------------|-----------------|-------------------|------------------------|-------------------|
| CEWS - 75% Wage Subsidy | 0.00 | 0.00 | 0.00 | 9,340.51 |
| Subtotal Transfer From Other Funds | 197.60 | 52,236.17 | 10,000.00 | 11,688.71 |
| CEBA - \$60,000 LOAN | | | | |
| CEBA - Emergency Loan | | | | |
| CEBA - Utilizing Loan | 0.00 | 0.00 | 0.00 | 20,000.00 |
| TOTAL INCOME | 4,562.63 | 102,828.09 | 79,524.62 | 424,056.20 |
| EXPENSES | | | | |
| MINISTRY AND PERSONNEL | | | | |
| SALARIES | | | | |
| Salaries | | | | |
| Minister's Salary | \$0.00 | \$30,750.00 | \$46,125.00 | \$45,000.00 |
| Secretary's Salary - SP | 0.00 | 0.00 | 3,750.03 | 0.00 |
| Musician Supply | 135.00 | 1,933.60 | 2,250.00 | 1,860.00 |
| Custodian's Salary | 350.00 | 3,166.25 | 3,150.00 | 2,925.00 |
| Maintenance Engineer | 37.50 | 262.50 | 749.97 | 438.56 |
| Vacation Pay | 20.90 | 214.49 | 337.50 | 261.48 |
| Honoraria | 0.00 | 0.00 | 375.03 | 0.00 |
| Subtotal Salaries | 543.40 | 36,326.84 | 56,737.53 | 50,485.04 |
| ALLOWANCES | | | | |
| Mileage Paid to Minister | 0.00 | 561.58 | 1,500.03 | 669.12 |
| Telephone - Cory's Land | 0.00 | 405.29 | 637.47 | 603.92 |
| Telephone - Cory's Cell | 0.00 | 343.23 | 637.47 | 576.68 |
| Life-Long Learning +Books | 0.00 | 522.47 | 1,500.03 | 1,201.12 |
| Subtotal Allowances | 0.00 | 1,832.57 | 4,275.00 | 3,050.84 |
| EMPLOYER EXPENSES | | | | |
| Employer EI | 0.00 | 0.00 | 0.00 | 121.43 |
| Employer Taxes - from ADP | 10.01 | 2,327.96 | 3,600.00 | 3,145.77 |
| Employer Benefits - ADP | 0.00 | 5,829.55 | 8,250.03 | 7,927.65 |
| Processing Fee - from ADP | 26.61 | 281.33 | 450.00 | 206.64 |
| Subtotal Employer Expenses | 36.62 | 8,438.84 | 12,300.03 | 11,401.49 |
| Subtotal Salaries | 580.02 | 46,598.25 | 73,312.56 | 64,937.37 |
| FINANCE | | | | |
| Faith Community Assessment | 284.08 | 2,556.72 | 2,556.72 | 3,634.00 |
| Canadian Shield Rep. | 364.97 | 364.97 | 0.00 | 0.00 |
| Council Retreat | 0.00 | 0.00 | 300.00 | 0.00 |
| Stewardship Education | 0.00 | 0.00 | 375.03 | 32.82 |
| PAR Charges | 15.00 | 158.00 | 180.00 | 168.00 |
| Bank Charges | 0.00 | 4.00 | 10.00 | 5.00 |
| Office Supplies | 0.00 | 596.49 | 600.03 | 2,010.68 |
| Canon - Photocopier Usage | 25.98 | 626.26 | 375.03 | 307.71 |
| Canon - Photocopier Lease | 0.00 | 329.88 | 315.00 | 303.90 |
| Canada Post | 0.00 | 143.44 | 450.00 | 441.60 |
| Advertising | 0.00 | 0.00 | 74.97 | 23.91 |
| Bulletins | 0.00 | 0.00 | 74.97 | 44.55 |
| Computer | 0.00 | 0.00 | 112.50 | 158.69 |
| Website Hosting | 0.00 | 475.48 | 240.00 | 0.00 |
| Financial Review of Books | 0.00 | 233.87 | 300.00 | 233.86 |
| Social Supplies | 0.00 | 0.00 | 100.00 | 0.00 |
| Miscellaneous - ELORA adj | 0.00 | 0.00 | 0.00 | 105.57 |

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

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| | Current Period | Year to Date | Year to Date Budget | YTD Prior Year |
|------------------------------------|----------------|--------------|------------------------|----------------|
| Subtotal Finance | 690.03 | 5,489.11 | 6,064.25 | 7,470.29 |
| WORSHIP | | | | |
| Gathering Publications | 0.00 | 0.00 | 100.00 | 53.95 |
| Pulpit Supply | 407.92 | 1,724.68 | 1,739.97 | 742.00 |
| Garden of Memories | 0.00 | 0.00 | 65.00 | 0.00 |
| Worship Supplies | 0.00 | 178.32 | 690.03 | 0.00 |
| Easter Supplies | 0.00 | 0.00 | 0.00 | 13.95 |
| Books | 0.00 | 28.25 | 0.00 | 0.00 |
| ZOOM Expenses | 0.00 | 145.82 | 0.00 | 207.88 |
| United-in-Worship subscri | 0.00 | 224.00 | 0.00 | 221.00 |
| Miscellaneous | 0.00 | 1,503.94 | 0.00 | 0.00 |
| Subtotal Worship Supplies | 0.00 | 2,080.33 | 690.03 | 442.83 |
| Subtotal Worship | 407.92 | 3,805.01 | 2,595.00 | 1,238.78 |
| OUTREACH / M & S | | | | |
| UC Mission & Service | 300.00 | 8,348.00 | 5,175.00 | 4,892.00 |
| Youth Mission | 0.00 | 180.00 | 0.00 | 0.00 |
| Fellowship Fund | 0.00 | 56.99 | 0.00 | 0.00 |
| Outreach/Community Giving | 0.00 | 0.00 | 1,518.75 | 0.00 |
| Food Bank | 0.00 | 670.00 | 0.00 | 0.00 |
| Maplegate - Women's Shelt | 0.00 | 30.00 | 0.00 | 0.00 |
| Maplegate - Men's Shelter | 0.00 | 30.00 | 0.00 | 0.00 |
| Subtotal Outreach/community Giving | 0.00 | 730.00 | 1,518.75 | 0.00 |
| The Observer / Broadview | 0.00 | 150.00 | 200.00 | 0.00 |
| Subtotal Outreach / M & S | 300.00 | 9,464.99 | 6,893.75 | 4,892.00 |
| RELIEF GROUPS | | | | |
| UCC Healing Fund | 0.00 | 0.00 | 0.00 | 1,285.65 |
| HALVORSEN BEQUEST | | | | |
| Dispersement of Bequest | 0.00 | 0.00 | 238,966.65 | 0.00 |
| Transfer to General Fund | 0.00 | 10,000.00 | 0.00 | 0.00 |
| Transfer to Trustees | 0.00 | 305,000.00 | 0.00 | 0.00 |
| Subtotal Dispersement Of Bequest | 0.00 | 315,000.00 | 238,966.65 | 0.00 |
| Subtotal Halvorsen Bequest | 0.00 | 315,000.00 | 238,966.65 | 0.00 |
| CHRISTIAN LIFE AND WORK | | | | |
| M&P Expenses | 0.00 | 58.21 | 0.00 | 0.00 |
| Pastoral Care | 0.00 | 45.00 | 74.97 | 0.00 |
| Church Calendars | 0.00 | 283.18 | 0.00 | 0.00 |
| Subtotal Pastoral Care | 0.00 | 328.18 | 74.97 | 0.00 |
| Subtotal Christian Life And Work | 0.00 | 386.39 | 74.97 | 0.00 |
| CHOIR | | | | |
| Music | 0.00 | 0.00 | 150.03 | 0.00 |
| Piano | 0.00 | 207.88 | 0.00 | 0.00 |
| Subtotal Choir | 0.00 | 207.88 | 150.03 | 0.00 |
| OPERATING | | | | |
| Gas | 53.70 | 2,689.08 | 2,250.00 | 2,183.49 |
| Hydro | 109.10 | 1,352.24 | 1,500.03 | 1,148.14 |
| Water | 0.00 | 431.50 | 210.00 | 403.28 |

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

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| | Current Period | Year to Date | Year to Date Budget | YTD Prior Year |
|------------------------------------|-----------------|----------------------|------------------------|---------------------|
| Telephone - Land Line | 97.10 | 828.63 | 825.03 | 770.14 |
| Telephone - Internet | 79.00 | 669.40 | 637.47 | 617.40 |
| Subtotal Operating | 338.90 | 5,970.85 | 5,422.53 | 5,122.45 |
| PROPERTY | | | | |
| Furnace Service - Church | 0.00 | 0.00 | 150.00 | 0.00 |
| Janitorial Supplies | 0.00 | 0.00 | 187.47 | 77.95 |
| Maint - Grounds - Church | 0.00 | 0.00 | 2,475.00 | 0.00 |
| Snow Blower / Lawn Mower | 0.00 | 0.00 | 0.00 | 405.01 |
| Lawn Maintenance | 0.00 | 31.47 | 0.00 | 0.00 |
| Subtotal Maint - Grounds - Church | 0.00 | 31.47 | 2,475.00 | 405.01 |
| Maint - Building - Church | 524.95 | 1,115.79 | 787.50 | 560.05 |
| Move Secretary's Office | 0.00 | 0.00 | 0.00 | 429.18 |
| Subtotal Maint - Building - Church | 524.95 | 1,115.79 | 787.50 | 989.23 |
| Snow Removal Contract | 0.00 | 1,860.51 | 2,625.00 | 1,481.13 |
| Sanding | 0.00 | 150.71 | 2,250.00 | 0.00 |
| Subtotal Snow Removal Contract | 0.00 | 2,011.22 | 4,875.00 | 1,481.13 |
| Grass / Lawn Maintenance | 0.00 | 0.00 | 1,125.00 | 0.00 |
| Accessibility | 0.00 | 0.00 | 22,500.00 | 0.00 |
| Subtotal Property | 524.95 | 3,158.48 | 32,099.97 | 2,953.32 |
| TRUSTEES | | | | |
| Insurance | 776.21 | 3,569.17 | 3,975.03 | 4,219.11 |
| CHURCH - CAPITAL | | | | |
| Febres Consulting | 0.00 | 0.00 | 0.00 | 3,417.51 |
| Paving - lot maintenance | 0.00 | 0.00 | 150.03 | 0.00 |
| Repair Church Roof | 0.00 | 0.00 | 375.03 | 0.00 |
| Repairs to Sidewalk | 0.00 | 0.00 | 749.97 | 0.00 |
| Subtotal Church - Capital | 0.00 | 0.00 | 1,275.03 | 3,417.51 |
| TRANSFERS TO OTHER FUNDS | | | | |
| Transfer to Reserve Fund | 197.60 | 2,236.17 | 0.00 | 2,348.20 |
| Transfer to General | 0.00 | 40,000.00 | 0.00 | 0.00 |
| Subtotal Transfers To Other Funds | 197.60 | 42,236.17 | 0.00 | 2,348.20 |
| CEBA - TRANSFER FUNDS | | | | |
| CEBA - Expensing Funds | 0.00 | 0.00 | 0.00 | 20,000.00 |
| TOTAL EXPENSES | <u>3,815.63</u> | <u>435,886.30</u> | <u>370,829.77</u> | <u>117,884.68</u> |
| EXCESS INCOME/EXPENSES | <u>\$747.00</u> | <u>-\$333,058.21</u> | <u>-\$291,305.15</u> | <u>\$306,171.52</u> |



Main Office: 395 Lakeshore Drive, North Bay, ON P1A 2C5
Main Phone: 705-474-3350 | 1-833-236-0281
Website: www.canadianshieldrc.ca

October 11, 2022

Governing Board/Council Chair
Holy Trinity United Church
40 Hillside Dr. North
Elliot Lake, ON P5A 1X4

Dear Governing Board/Council Chair,

On behalf of the Pastoral Relations Commission of the Canadian Shield Regional Council of The United Church of Canada, we would like to take this opportunity to thank the people of the Holy Trinity Pastoral Charge for their continued ministry to the people of Elliot Lake, ON. We are grateful for your commitment to sharing the love of God to your community and our world. Thank you also for your service to your community of faith and to our region.

One of the roles of the Pastoral Relations Commission is to appoint Pastoral Charge Supervisors to Communities of Faith who do not have called or appointed ministry personnel. This is a requirement mandated by our United Church of Canada Manual (I.2.5.2). With the retirement of your minister the Rev. Cory Vermeer-Cuthbert this summer, a pastoral charge supervisor needed to be appointed to serve you.

Therefore, the Commission has appointed the Rev. Melody Duncanson-Hales as your new Pastoral Charge Supervisor. Melody will begin on October 1, 2022. Melody is very familiar with your congregation. She is looking forward to serving you. Melody's email address is MDuncanson-Hales@united-church.ca

Please connect with Melody as soon as you know the date of your council/board meeting, so that she can make arrangements to be there.

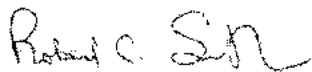
The pastoral charge will be invoiced \$90.00 for the three months, (\$360.00 annually) payable to the Canadian Shield Regional Council. The pastoral

supervisor will be paid this amount by the Region to support their service to your pastoral charge. The pastoral charge will also be responsible for covering any travel costs at 55 cents per km (as of January 1, 2023 currently 46 cents).

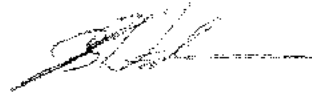
I have included in this letter the pastoral charge supervisor handbook. If you have any questions or concerns please give me a call.

Our prayers are with you as you continue to live into your call as a community of faith.

Blessings,



Rev. Rob Smith
Pastoral Relations Minister
Canadian Shield Regional Council



John Watson
Chair, Pastoral Relations Commission
Canadian Shield Regional Council

Committee Reports for October 20, 2022

Friendship Group Report

The Friendship Group met on Tuesday, October 4th, at 1:30 pm in the Fellowship Hall. The main discussion was regarding an e-mail received from the church Treasurer about dispersing our current funds on deposit of \$1,686.59.

After a lively discussion, the following motion was put forward: **"all of our current funds of \$1,686.59 will be transferred to the church General Fund."** Motion by Louisa Poynter; Seconded by Susan Reile. **CARRIED.**

The Friendship Group will now continue only as a social group with no executive positions of Leader, Secretary and Treasurer and no need to send a Rep to attend Council meetings. Louisa Poynter will continue to be the contact person for the Group members.

We also thanked Beth Bigelow for being our interim Leader over the past few years and her dedication was greatly appreciated.

The Friendship Group will not be meeting in November and Louisa Poynter will contact Group members to see if they would like to have a get together on Tuesday, December 6th.

Louisa Poynter
Friendship Group

Property Report

1. All exterior double doors have been painted.
2. Railings at the front entrance have been painted.
3. The lawn tractor and both lawnmowers have been serviced, the oil has been changed and spark plugs replaced.
4. The lawn tractor has had fuel stabilizer added to the remaining gas in the tank. The battery will be charged and removed and stored on the storage shelf in the furnace room in a clearly marked cardboard box.
5. The gas from the two lawnmowers has been drained and the mowers are stored under the main church steps.
6. The generator has been test-run for 10 minutes and all is functionally well.
7. The two window air conditioners will be covered with the protective boxes this month.
8. Leaves are being raked by Michel Angrignon.
9. The snow-plowing contract has been signed with Wendell Farquhar Trucking.
10. Options Ontario has provided the number of hours Michel Angrignon is allowed to work before his benefits are clawed back.
11. Branches have been taken to the dump.

Ken Pierce, Secretary

Ministry & Personnel Report

-Joan Stark has given her resignation to Kathy Calverley, effective Sept 18, 2022.

-Carol Noble and I tackled the kitchen on Monday, Oct 19th. Drawers were sorted and organized, dishes put through the dishwasher, refrigerator cleaned, garbage and recycling removed and floors cleaned and disinfected.

-Our custodian, Lee Ohrner, had a fall and fractured her leg. She has a cast and is under medical care. I spoke with Lee on Oct. 9th after her follow up appt with her physician. The prognosis was not as good as she wished and will be out of commission until after her next follow up appt on Oct. 28th.

Elaine West has also had a conversation with Lee with regard to her remuneration. Elaine advised she will be paid for the hours she worked prior to her accident.

I have assumed responsibility of the cleaning service until Oct 29th. I will not be asking for payment, but providing my time on a volunteer basis.

However, if Lee is unable to assume her position after her Oct 28th appt, a new plan will have to be discussed.

Elaine also advised that Winston has volunteered to vacuum the Fellowship Hall ("just to get out of the house for a while").

Nancy Edwards, Chair

Worship Committee Report

The worship committee continues to meet and arrange for the provision of worship opportunities for our community of faith. I am pleased to report that Rev. Cory will be joining us in two services during the upcoming Advent season and will be providing a communion service on Dec. 4th, 2022. We are planning a Christmas Eve service scheduled for 7:00 PM on Dec. 24th.

It is the committee's recommendation that we will not have a Christmas Day worship service, nor will we have a New Year's Day worship service on January 1, 2023. We will avail ourselves of our United-In-Worship resource, and send out an electronic video message on the both days if one is available.

We have received positive feedback from congregants with respect to the moving of the chairs to the front of the sanctuary. We are aware of the intermittent microphone challenges and we are investigating a solution and hope to have it in place shortly.

We have begun planning the worship services for 2023, we would welcome any assistance or suggestions or volunteers to assist us with our work.

Roger West, Chair

Regional Rep Report

The 2022 Canadian Shield Regional Council Meeting was held in Sudbury on Friday, September 23rd, Saturday 24th and Sunday 25th. The meeting was a hybrid meeting of both in person and participation by Zoom, as per Council's wishes I attended the event in person. To encourage in person attendance and reduce the cost to congregations the region reimbursed those attending their mileage expense.

This was the first in person Regional Meeting since the first meeting after the restructuring of the church. As such and with the impact of COVID, the meeting was appropriately themed, "Tending our Nets."

The meeting quickly became emotional and informative as instead of his prepared greetings on behalf of his community, the local chief gave a very informative and emotional testimony about the meaning of the reading of the acknowledge of traditional lands. He shared his families and his personal as his mother was a residential school survivor who was sent from northern Quebec to residential school in Brantford, ON at age 8 and remained in residential school for 8 years until she turned 16. It is clear that much is left to do, but much has been achieved and is being achieved in lives by our acknowledgement of the territory and working towards truth and reconciliation.

We were updated by Alydia Smith, regarding "Then Let us Sing." Then Let Us Sing! Is a new online hymnal and music resource from United Church Publishing House and GIA Publications. It will be available in the fall of 2024. This will provide a comprehensive digital platform of music, copyrighted and available for use across the church. This will be a comprehensive digital music resource including all the songs found in VU and MV as well as much new music.

The keynote speaker, Jennifer Henry addressed the meeting with a title of, "Deep, Bold, Daring: Exploring Our Call as a Denomination. The United Church of Canada Call reflects the core of our purpose, sharing who we seek to be in "such a time as this" (Esther 4:15), through Deep Spirituality, Bold Discipleship and Daring Justice.

We have three new students in our region bringing the total to 9 in our region, however we now have more congregations without ministry personnel than we have with ministry personnel in the pulpit.

Much of Saturday was taken up budget, nominations, elections and presentation of new executive. I participated in a 90-minute guided discussion of the realities and opportunities of lay led congregations. The region is actively pursuing increasing support mechanisms for our lay led congregations, initially focused on learning opportunities and support. We have been asked to lean into our regional staff for what we need.

Saturday evening was a celebration of ministry, and Rev. Cory Vermeer-Cuthbert was the primary speaker retiree, while the late Rev. Pete Hoyle was remembered as part of the ceremonies. The final speaker of the evening was Michael Blair, General Secretary of the United Church of Canada.

Sunday, was highlighted by a worship service in which Rev. Mastard Sakala was granted admission to the United Church of Canada, the covenanting of regional staff and the guest preacher was Rev. Michael Blair General Secretary of UCC.

It is apparent that we are being challenged to live into our new regional structure and live out our mission as a local church, we have much to do, much to be thankful for; we need to be creative, listening and responding in other words we need to be "active" not complacent as we live into being a lay led community of faith.

Submitted by Roger West