

**Holy Trinity United Church, Elliot Lake – Council of the Whole Meeting
Sunday, MARCH 26, 2023 – Sanctuary
MINUTES**

Present:

Rev. Melody Duncanson-Hales, Acting Chair; Pastoral Charge Supervisor
Thomasina Cuthbert, Congregational Meeting Secretary

Ian Lilley
Margaret Edwards
Kathy Mitchell
Edith Goytan
Robert Bauman
Edna Westerling
Harm Westerling
Jan Towns
Shirley Wilson
Ann Foy
Elaine West
Roger West
Winston Cuthbert
Donja Jarrett
Mike Gunning
Ken Pierce
Russell Foy
Louisa Poynter
Kathy Calverley
Dean Reile
Nancy Edwards
Carol Noble
Brian Bigelow
Beth Bigelow
Margaret Gallagher

1. Call to Order

-Called to order at 11:35 am by Rev. Melody.

2. Gathering Prayer

-Rev. Melody opened the meeting with prayer.

3. Motion CW-01-2023: to extend voting privileges to non-members

Moved by Roger West

Seconded by Russ Foy

Carried.

4. Motion CW-02-2023: to approve the Agenda of March 26, 2023

Moved by Nancy Edwards

Seconded by Ken Pierce

Carried.

5. Minutes of the Past Meeting of February 16, 2023

-Minutes of the last meeting of the church council that took place on 16 February, 2023 are available online

Motion CW-03-2023: to approve the minutes of February 16, 2023 as presented

Moved by Kathy Calverley

Seconded by Russ Foy

Carried.

6. Correspondence:

a. Notice of Remit:

Remit called: Establishing an Autonomous National Indigenous Organization

-The Indigenous church would like a governance system for the Indigenous church by the Indigenous church.

-Every UCC congregation is requested to participate in the vote for a change in governance system.

-Vote must be completed by June 2024

-Information will be made available for the congregation's perusal

7. Items of Business:

a. For Information:

i. Nominations

-As of June 30th, Treasurer and Ministry & Personnel positions will be vacant.

-No nominations at this time.

ii. Finances

Report from Treasurer Elaine West:

- As of February 28, 2023 there is \$27,469.03 in church bank accounts
- February income was \$3,351.61, of which \$385 was for M&S and Outreach programs

- Major expenses were:

- \$3,102 snow removal, sanding and building repairs

- \$1,146 heat and hydro and telephone

- \$902 pulpit supply

- \$776 for insurance

- Russ Foy (Trustee) renewed church insurance for this year

- Ended February 2023 with a total deficit of \$3,689.

- At beginning of March, the Trustees transferred \$25,000 from investments to our church savings account to help cover expenses for the rest of winter and insurance costs.

- Discussion about insurance ensues.

- Possibility of splitting the Treasurer job into Church Treasurer and a hired bookkeeper is mentioned.

iii. Ministry & Personnel

Nancy Edwards, Chair: The church cleaner has resigned and a replacement has not yet been found for the position.

There is a current review surrounding administration positions. Bookkeeping and administration could be combined.

Kathy Calverley has offered to do administrative work as needed until end of June.

iv. Worship Committee

Ann Foy, Chair: New worship committee has met a few times since AGM and is getting organized with their responsibilities.

Pulpit supply is organized until end of June, except for one Sunday in May.

There have been discussions regarding taking time off from worship for the month of July. Decision to be determined and presented at next Council-of-the-Whole meeting.

v. Trustees

Russ Foy, Chair: At beginning of March, the Trustees transferred \$25,000 from an investment to our operating account to help cover expenses for the rest of winter and insurance costs.

Discussion ensued.

vi. Pastoral Care

- Kathy Calverley will continue on with Pastoral Care.
- The church's contact list is up to date with the hope of making more phone calls to those that cannot make it out to church services.
- Roger West and Kathy Calverley have put their names forward to be involved with volunteer pastoral care at the hospital.

Motion CW-04-2023: to accept all of the reports for March 26, 2023 as presented.

Moved by Louisa Poynter

Seconded by Russ Foy

Carried.

b. For Discussion:

Rev. Melody presented on the topic of "Divesting from Property in the United Church of Canada"

-the next step in regards to Kindred Works is for Rev. Melody to write a formal letter to them on Holy Trinity's behalf.

-Kindred Works can be a long-term commitment (5-10 years) so it is important to look at other options if HTUC will need to make decisions before the decade is out.

-Two options that are more short term:

1. Developing partnerships within the community and developing space as a rental. We have looked at this before in the past and nothing concrete has come of it at this time.
2. Selling the property to continue mission and ministry of HTUC with a different physical space.

The church property is a resource.

Funds from selling will remain with HTUC as long as such a congregation exists. The continued existence of HTUC requires there to be leadership roles filled that are currently vacant or soon-to-be vacant.

Discussion ensued on topic of selling church property.

Next meeting on May 7th, 2023 to include conversation about disbanding and ceasing to exist as a congregation.

All members **must** be notified of this meeting. It is recommended that entire contact list be notified.

Motion CW-05-2023: to direct the trustees to investigate real estate opportunities and report back on May 7th with information regarding current market value.

Moved by Ann Foy

Seconded by Ken Pierce

Discussion ensued.

Vote on **Motion CW-05-2023** to direct the trustees to investigate real estate further.

Majority reached; Carried.

Next Meeting: Sunday, June 4th 2023.

Kathy Calverley volunteered to be secretary for May 7th and/or June 4th meeting, if Thomasina is unavailable.

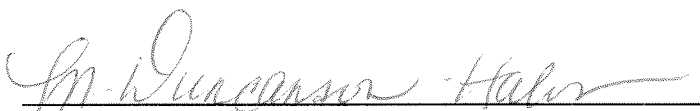
8. Adjournment

Motion to adjourn: Dean Reile

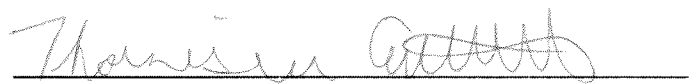
-Meeting ended at 12:42pm

9. Benediction

-Rev. Melody closed the meeting



Rev. Melody Duncanson-Hales, Interim Chair



Thomasina Cuthbert, Congregational Secretary

Treasurer's Report

For March 26, 2023 Council-of-the-Whole Meeting

Reports included with this report:

- Balance Sheet as of February 28, 2023
- Consolidated Income and Expense Statement - for February 28, 2023

Bank Account Summary:

As of February 28, 2023 we have \$27,469.03 in our church bank accounts.

February Summary:

Our February Income was \$3,351.61.

\$385.00 of this was for M&S offerings and Outreach programs.

February Expenses:

Our major expenses for February were:

\$3,102 for snow removal, sanding and building repairs.

\$1,146 for heat and hydro and telephone costs.

\$902 for pulpit supply.

\$776 for Insurance.

We ended February with a total deficit of \$ 3,689.

At the beginning of March, the Trustees transferred \$25,000 to our church savings account to help cover expenses for the rest of the winter and insurance costs. This amount is not included in the February reports.

Submitted by Elaine West, Treasurer

Holy Trinity United Church

Balance Sheet

Funds 01-07, February 2023

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	Fund 01 - GENERAL FUND	Fund 02 - M&S OUTREACH 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	\$4,447.61	\$871.54	\$1,023.29	\$363.29	\$11,303.44		
SAVINGS ACCOUNTS							
TD Canada Trust #5206651	553.75		8,743.49	162.62			
Subtotal Current Income	5,001.36	871.54	9,766.78	525.91	11,303.44	0.00	0.00
OTHER ASSETS / INCOME							
HST - Recoverable	1,361.85						
TOTAL ASSETS	\$6,363.21	\$871.54	\$9,766.78	\$525.91	\$11,303.44	\$0.00	\$0.00
FUND BALANCE							
Fund Balance	\$6,363.21	\$871.54	\$9,766.78	\$525.91	\$11,303.44		
TOTAL FUND BALANCE	\$6,363.21	\$871.54	\$9,766.78	\$525.91	\$11,303.44	\$0.00	\$0.00
TOTAL LIABILITIES AND FUND BALANCE	\$6,363.21	\$871.54	\$9,766.78	\$525.91	\$11,303.44	\$0.00	\$0.00

Total

ASSETS

CURRENT INCOME

CASH

CHECKING ACCOUNTS

TD Canada Trust #5205876

\$18,009.17

SAVINGS ACCOUNTS

TD Canada Trust #5206651

9,459.86

Subtotal Current Income

27,469.03

OTHER ASSETS / INCOME

HST - Recoverable

1,361.85

TOTAL ASSETS

\$28,830.88

FUND BALANCE

Fund Balance

\$28,830.88

TOTAL FUND BALANCE

\$28,830.88

TOTAL LIABILITIES AND FUND BALANCE

\$28,830.88

Holy Trinity United Church
Income and Expense Statement
Consolidated - February 2023

	Current Period	Year to Date	YTD Prior Year
INCOME			
CONTRIBUTIONS			
Offering - Envelope	\$1,100.00	\$2,695.00	\$1,759.00
Offering - PAR	2,091.00	4,277.00	8,504.00
Offering - Loose	20.00	60.80	10.00
Outreach/Community Giving			
Food Bank	45.00	50.00	70.00
Women's Shelter	5.00	10.00	10.00
Men's Shelter	5.00	10.00	10.00
Subtotal Outreach/community Giving	55.00	70.00	90.00
Subtotal Contributions	3,266.00	7,102.80	10,363.00
HALVORSEN BEQUEST			
Bequest Interest	0.00	0.00	135.47
OTHER INCOME			
Savings Account Interest	25.61	53.91	20.38
Fund Raising			
Souper Luncheon	35.00	90.05	0.00
Subtotal Other Income	60.61	143.96	20.38
MISCELLANEOUS INCOME			
Use of Building	0.00	577.00	140.00
Craft Group	0.00	0.00	42.00
Subtotal Use Of Building	0.00	577.00	182.00
Funerals	0.00	355.00	0.00
HST REBATE INTEREST	0.00	0.00	-18.12
Ukraine Relief Fund	20.00	40.00	0.00
Envelopes	5.00	10.00	10.00
Subtotal Ukraine Relief Fund	25.00	50.00	10.00
Subtotal Miscellaneous Income	25.00	982.00	173.88
TRANSFER FROM OTHER FUNDS			
Transfer from General Fun	0.00	0.00	465.25
Transfer from Bequest	0.00	0.00	10,000.00
Transfer from Reserve	10,670.32	10,670.32	0.00
Subtotal Transfer From Other Funds	10,670.32	10,670.32	10,465.25
TOTAL INCOME	14,021.93	18,899.08	21,157.98
EXPENSES			
MINISTRY AND PERSONNEL			
SALARIES			
Salaries			
Minister's Salary	\$0.00	\$0.00	\$10,250.00
Musician's Salary	180.00	255.50	0.00
Musician Supply	0.00	245.00	435.60
Custodian's Salary	0.00	0.00	650.00
Vacation Pay	7.20	10.22	43.42
Subtotal Salaries	187.20	510.72	11,379.02
ALLOWANCES			
Mileage Paid to Minister	0.00	0.00	30.93
Telephone - Cory's Land	0.00	0.00	135.00

Holy Trinity United Church
Income and Expense Statement
Consolidated - February 2023

	Current Period	Year to Date	YTD Prior Year
Telephone - Cory's Cell	0.00	0.00	118.40
Life-Long Learning +Books	<u>0.00</u>	<u>0.00</u>	<u>242.48</u>
Subtotal Allowances	0.00	0.00	526.81
EMPLOYER EXPENSES			
Employer Taxes - from ADP	3.56	5.05	762.90
Employer Benefits - ADP	0.00	0.00	1,939.79
Processing Fee - from ADP	<u>57.75</u>	<u>83.97</u>	<u>87.57</u>
Subtotal Employer Expenses	<u>61.31</u>	<u>89.02</u>	<u>2,790.26</u>
Subtotal Salaries	248.51	599.74	14,696.09
FINANCE			
Faith Community Assessmen	351.00	351.00	568.16
Pastoral Charge Superviso	0.00	90.00	0.00
PAR Charges	11.00	23.00	38.00
Bank Charges	0.00	0.00	2.50
Canon - Photocopier Usage	27.03	80.39	181.40
Canon - Photocopier Lease	0.00	0.00	127.28
Canada Post	0.00	0.00	143.44
Financial Review of Books	<u>0.00</u>	<u>259.85</u>	<u>233.87</u>
Subtotal Finance	389.03	804.24	1,294.65
WORSHIP			
Pulpit Supply	902.80	1,945.35	354.28
Worship Supplies			
Books	0.00	0.00	28.25
ZOOM Expenses	<u>145.32</u>	<u>145.32</u>	<u>145.82</u>
Subtotal Worship Supplies	<u>145.32</u>	<u>145.32</u>	<u>174.07</u>
Subtotal Worship	1,048.12	2,090.67	528.35
OUTREACH / M & S			
UC Mission & Service	310.00	760.00	5,360.00
RELIEF GROUPS			
Ukraine Relief Fund	20.00	40.00	0.00
HALVORSEN BEQUEST			
Dispersement of Bequest			
Transfer to General Fund	0.00	0.00	10,000.00
CHRISTIAN LIFE AND WORK			
M&P Expenses	0.00	0.00	58.21
CHOIR			
Piano	0.00	0.00	207.88
OPERATING			
Gas	740.37	1,536.79	1,222.90
Hydro	231.44	494.07	352.61
Water	0.00	0.00	215.75
Telephone - Land Line	96.05	192.10	181.97
Telephone - Internet	<u>79.00</u>	<u>158.00</u>	<u>147.60</u>
Subtotal Operating	1,146.86	2,380.96	2,120.83
PROPERTY			
Maint - Grounds - Church	272.84	272.84	0.00
Maint - Building - Church	95.60	95.60	0.00
Snow Removal Contract	571.66	1,143.32	1,039.39
Sanding	<u>2,161.94</u>	<u>4,323.87</u>	<u>150.71</u>

Holy Trinity United Church
Income and Expense Statement
 Consolidated - February 2023

	Current Period	Year to Date	YTD Prior Year
Subtotal Snow Removal Contract	2,733.60	5,467.19	1,190.10
Subtotal Property	3,102.04	5,835.63	1,190.10
TRUSTEES			
Insurance	776.21	1,552.42	857.72
TRANSFERS TO OTHER FUNDS			
Transfer to Reserve Fund	0.00	0.00	465.25
Transfer to General	10,670.32	10,670.32	0.00
Subtotal Transfers To Other Funds	10,670.32	10,670.32	465.25
TOTAL EXPENSES	17,711.09	24,733.98	36,779.08
EXCESS INCOME/EXPENSES	-\$3,689.16	-\$5,834.90	-\$15,621.10