

Squamish United Church Board Meeting Minutes

March 17, 2021

Present: Karen Millard, Grace Halverson (Chair), Bruce Larson, Carlotta Liechti, Trevor Harris, Heather Mann (minutes), Peter Gordon (Board of Trustees), Marc Coulombe (Pacific Mountain Region)

Grace calls the meeting to order at 5:34pm.

- 1. Opening Prayer/Reflection** - Welcome to the Squamish Nation Traditional Territory Ha7lh en skwalwn Kwis tl'iknumut tl'a Skwxwuu7mesh Uxwumixw
- 2. Welcome Guests: Marc Coulombe and Peter Gordon**
- 3. Additions to Agenda**
- 4. Approval of Agenda**
MOTION moved by Trevor, seconded by Bruce to approve the agenda. Motion carries.
- 5. Review and acceptance of Board Minutes from Feb 18, 2021**
The Feb 18 minutes are updated so the Treasurer's Report more accurately reflects the Financial Review process. MOTION moved by Carlotta, seconded by Bruce to accept the minutes.
- 6. Correspondence**
- 7. Business arising from Minutes**

- a. Trustee Chair**

Peter Gordon is stepping down from the Board of Trustees. We will call a meeting of the Board of Trustees in the next couple of weeks and will tender his resignation. The committee will self-select a new Chair from the Board of Trustees. At the AGM, the transition will be approved by the congregation.

- b. Retreat**

We still hope to have a Board retreat in June.

c. Nominations

Grace is stepping down from Chair of the Board. She is willing to continue serving on the Board, if someone else can step up as Chair. In the coming weeks, we will continue to talk to members of the congregation who may be interested to serve on the Board.

Although the Worship Committee does not typically have committee members join through official nominations, they have a need for more members too.

Many of the same people are serving the church in various roles. We should be looking to connect with new people in new ways. Marc suggests that exploratory conversations with congregants focus on the vision of what we're trying to build.

8. Treasurer's Report

There have been delays in getting a clear picture of the books for February. We do have cash flow issues. The general account has \$1,700. Payroll is in 8-9 days and that will be \$9,000 dollars. We do have donations coming in, and Bruce believes we will be able to squeak by this month.

9. Budget for 2021

Bruce walks us through a proposed budget. This has gone through several rounds of review with the Finance Committee. Bruce has worked to reorganize the budget according to meaningful categories that would make sense to a lay reader.

Peter Gordon indicates that the role of the Trustees is about the protection and preservation of the church assets. It is our role to try hard to keep the Church assets in a whole state. Right now, our main asset is the sanctuary. Adopt the principle that you have to live within your means.

Bruce notes that in the Fall, we approached VanCity about a revolving line of credit. It was decided not to go forward with this, due to the fees.

Marc asks whether Squamish UC ever applied for the [CEBA](#) (Canada Emergency Business Account) loan? This offers up to 60K interest free until Dec 31, 2022. If repaid by then, 25% of the loan is forgiven.

MOTION Carlotta moves that we present the Board of Trustees with a request for 20K from the invested funds managed by the Board of Trustees to meet a budget shortfall caused by COVID, and that we also apply for CEBA. Seconded by Bruce. Motion carries.

Bruce will take the lead on writing to the Finance Committee to request funds from the GIC.

Grace will look into CEBA with Cindy.

Another zoom meeting will be held for the purpose of approving the budget to be put forward to the AGM.

10. Committee Reports

- a. Finance
- b. Worship committee
- c. Pastoral Care committee
 - i. Christine Pride is 90. We are planning a drive by event to celebrate this occasion.

11. Stewardship

Trevor and Carlotta did an excellent job on the stewardship service.

Trevor requests that the Board look at their regular givings. It would be nice if the Board could look at increasing their own givings, which will help to generate momentum in increased givings leading up to the AGM.

The Board will put together a thank you letter for current donations -- to be sent out before the AGM.

12. New Business

- a. Call for Committee reports 2020 for the Annual Report 2020
- b. AGM finalize details
 - i. The AGM will be held online. The Board should show positive energy and the Board (or the Leadership team) should focus on

conveying the vision of what we are building -- the new model for SUC and the CUP.

13. Staff Reports

- a. Administrator's Report
- b. Minister's Report

14. Calendar of Events

15. Next Meeting Date – April 21, 2021

16. Adjournment

17. Closing Prayer

Marc Coulombe leads a closing prayer.

Squamish United Church Worship Team report to the Board

March 17, 2021

Current members of the Worship Team are Rev. Karen Millard, Louise Martin, and Julie Larson. Julie is serving as chair of the team. Our musicians and those involved in Children's Church will continue to support worship when asked.

Congregation-led Worship Services

- **February 28-** Thank you and congratulations to Carlotta, Grace, and Trevor for leading this worship service focused on Stewardship. It is helpful to have Board members experience what a congregation-led service on Zoom entails-life will get easier when we can meet in person. Responses to this service have been very positive. The message was well received, and the traditional music appreciated. There were 19 people in attendance at this worship.
- **March 14-** Was a prerecorded service organized by the UCW and the Women's Inter-church Council of Canada (WICC) for the World Day of Prayer. Thank you to Carlotta, Barbara Stover, and Val Stainton for their work on this service.
- **March 21-** Will be a Zoom worship led by the Worship Team (Julie and Louise) following the Lenten series.

Holy Week:

- Karen will record services for Palm Sunday and Easter.
 - Flower donations for Easter and recording on March 20th are requested.
- Karen and Cameron are working on sharing services for Maundy Thursday and Good Friday.

Easter- Pentecost: The Worship Team is working on a schedule for these services.

Other Activities:

- Response to the questionnaire about how members of the congregation can/will help with worship is still quite low (9 responses as of March 12). I am happy to talk about this need at the AGM.
- Palm Sunday **Food Drive**-plans are being finalized for collecting the food that people have been gathering during Lent. Karen is working with the Squamish Food Bank to determine the best time on Palm Sunday for us to make a delivery to them. We will collect the food at the church and invite people to help decorate the cross with flowers for Easter Sunday. A video of the cross decorating will be used in the Easter Sunday service. This food collection and putting flowers on the cross will take place outside-socially distanced with masks.

Worship Team Concerns

Louise, Karen, and Julie have been and are committed to getting congregation-led worship off to a good start that engages the community and provides meaningful worship opportunities with continuity for the church. Our current model is not sustainable without more people actively serving on the worship team. Even two more people would mean that each person only had to create and deliver one service a month

instead of two. Even when other groups are leading worship such as the Stewardship Service, there is still support and background work to assure continuity requiring at least one worship team member to be involved. Once we begin to meet in person our need for Children's programming during worship (Children's Church) and music planning will require more people. While our prayerful hope is that more people will become involved especially once we can meet in person, it seems prudent for the Board and Worship Team to be considering alternative and cost-effective ways to provide 50% of the worship at Squamish United Church.

Respectfully submitted by Julie Larson

Pastoral Care Committee

The pastoral care team met last month to put some guidelines in place. Our goal is to support the members of Squamish United Church and our minister. We intend to keep in frequent contact through phoning, email and visitation. We will send cards and support people with meals, drives and shopping, when necessary. As a team we will meet once a month to touch base and keep Karen informed of the pastoral needs of the congregants.

Proposed Budget for 2021

INCOME	Jan. - Aug.	Sept. - Dec.	Full year
Congregational Giving	\$44,000	\$24,000	\$68,000
Open (offering plate)	\$0	\$200	\$200
Children's Church and Activities	\$25	\$125	\$150
Messy Church donations	\$0	\$150	\$150
<i>What We Give</i>	<i>\$44,025</i>	<i>\$24,475</i>	<i>\$68,500</i>
UCW donations	\$500	\$1,500	\$2,000
Fund Raising events	\$1,000	\$600	\$1,600
Facility Rentals	\$0	\$8,000	\$8,000
Misc. Income (e.g. CEWS, interest)	\$3,006	\$4	\$3,010
Depreciation fee from CUP	\$8,700	\$6,300	\$15,000
<i>Other Income</i>	<i>\$13,206</i>	<i>\$16,404</i>	<i>\$29,610</i>
Total Operational Income	\$57,231	\$40,879	\$98,110
EXPENSES			
Worship Expenses	\$3,691	\$1,846	\$5,537
Pastoral Care Expenses	\$290	\$100	\$390
<i>What we are about</i>	<i>\$3,981</i>	<i>\$1,946</i>	<i>\$5,927</i>
Strata fees at Centrepont	\$4,150	\$2,075	\$6,224
Utilities (fee to Squamish District, Hydro etc.)	\$400	\$200	\$600
Communications (IT, landline phone etc.)	\$480	\$240	\$720
<i>Our Building</i>	<i>\$4,550</i>	<i>\$2,275</i>	<i>\$7,544</i>
Office supplies	\$565	\$385	\$950
Office cleaning costs	\$1,500	\$800	\$2,300
Bank charges and fees	\$800	\$400	\$1,200
Insurance	\$1,000	\$0	\$1,000
Legal, accounting, review	\$2,948	\$4,467	\$7,415
Facility rental expenses (extra clean, etc.)	\$0	\$500	\$500
Minister cell phone	\$278	\$202	\$480
Presbytery allocation	\$3,664	\$1,832	\$5,496
<i>Operations</i>	<i>\$10,755</i>	<i>\$8,586</i>	<i>\$19,341</i>
Minister Salary	\$21,750	\$15,750	\$37,500
Minister Benefits	\$5,003	\$3,623	\$8,625
Admin. Salary	\$14,477	\$10,483	\$24,960
Admin. Benefits	\$3,330	\$2,411	\$5,741
Director of Children and Family Programs	\$2,320	\$1,680	\$4,000
<i>Our Minister and Staff</i>	<i>\$46,879</i>	<i>\$33,947</i>	<i>\$80,826</i>
Total Operational Expenses	\$66,165	\$46,753	\$113,638