First United Church – Hanna, Alberta

Council Meeting, Church Lounge

Wednesday November 10, 2021 - 7:00 p.m.

PRESENT: Chair Winona Gutsche

Secretary – Rhonda Lund

Rev. Aurora Coulthard, Hanna First United Church

Rev. Jan Richardson, Stettler United Church – by video

Jean Lypka Gwen Snell

Laura Creasy Linda Quaschnick

Lynette Barker Liz Gourlay

CALL TO ORDER Chair Winona Gutsche called the meeting to order at 7:02 p.m.

1. WELCOME & OPENING WORSHIP

Chair Winona Gutsche welcomed everyone to the meeting in the fellowship room which allows everyone to be a safe distance apart in respect of COVID-19 regulations, but still be together.

Rev. Aurora Coulthard opened the meeting with a prayer.

1. APPROVAL OF AGENDA

**Motion No.** **94** Moved by Linda Quaschnick that the Agenda for November 10, 2021 be adopted as amended to include:

5.1 Letter from St Andrew’s College

Motion seconded by Lynette Barker. **Carried.**

1. MINUTES OF LAST MEETING

**Motion No.** **95** Moved by Lynette Barker that the minutes of the meeting held September 15, 2021 be adopted as presented.

Motion seconded by Laura Creasy. **Carried.**

**Motion No.** **96** Moved by Jean Lypka that the minutes of the meeting held October 13, 2021 be adopted with the following amendment:

Item 6.9 Thrift Store

Linda Quaschnick reviewed the Thrift Store report.

Motion seconded by Linda Quaschnick. **Carried.**

1. BUSINESS ARISING FROM MINUTES
2. CORRESPONDENCE
   1. Letter from St. Andrew’s College

Rev. Coulthard reviewed the letter requesting that the church designate one Sunday in 2021 as “College or Vocation Sunday” to learn about St. Andrew’s and what they offer. The offerings for this Sunday would be donated to the College. Rev. Coulthard is attending St. Andrews College for her degree.

The consensus was to host a “College Sunday” for St. Andrew’s in 2022. Laura Creasy suggested that the Worship Committee work with Rev. Coulthard to determine a date and organize the College Sunday for Hanna First United Church.

1. COMMITTEE REPORTS
   1. Finance Committee – Written Reports

Linda Quaschnick reviewed the financial reports for October 31st.

* Last month our total assets were down approximately 9,000 and this month they are up 9,000. Funds increased and investments went up.
* Fall visitation is $3,400 less than this time last year.
* Thrift Store income is 25,054 higher than last year. Laura Creasy noted that the Thrift Store was closed last year for a period of time due to Covid. Expenses increased this year with the change from hiring students to haul garbage to having a contractor.
* Utilities are $4,200 more this year than last year.
* Total revenue is down from last year. Offerings are up but fall visit is lower, however the fall visit letters went out earlier last year.

Laura Creasy reviewed the notes to the financial statement.

* The committee will be working on the budget for 2022 this month and will present a draft at the December meeting.
* The United Church is moving to an online payroll system. Laura took the training during the past month.
* Our office administrator, Tricia Gladdish received and email in October stating that her benefits were terminated because over the past year she has worked an average of less than 14 hours per week, which falls below the minimum requirements. After discussion with M & P and Chair Winona Gutsche, Tricia was offered more hours per week in order to get the benefits. Tricia has advised that she prefers working 12 hours and not participate in the benefit plan. Discussion was held and it was decided that M & P should provide a letter to Tricia to confirm the change in status.

* 1. Board of Trustees – No Report

* 1. Worship – Verbal Report

Jean Lypka advised that the committee has not had a meeting, but will be meeting with Rev. Coulthard regarding Advent services. The committee will be decorating for Christmas soon.

Rev. Coulthard confirmed that she has not received permission yet to perform the sacraments, so she will not be able to hold communion at Christmas.

* 1. Mission & Service – No Report
  2. Christian Education – No Report
  3. Pastoral Care – Verbal report

Linda Quaschnick noted that the committee has not met, but continue to send cards to members who are not well or are having birthdays, if they are notified.

Rev. Coulthard mentioned that a sympathy card needs to be sent to Grace Curry as her father passed away last week.

* 1. Memorial Park – Verbal Report

Lynette Barker advised that the committee will put up the nativity scene in front of the church before December 1st. Rev. Coulthard noted that the first Sunday of Advent is November 28, so it would be nice to have it up by then.

* 1. Ministry & Personnel – No Report
  2. Property – Verbal Report

Gwen reported on the following:

* She contacted Anchor Glass regarding the back door of the manse. It is on their list to repair.
* Rev. Coulthard advised that there was a small sewer backup in the manse. A plumber was called and they fixed the problem, but they are waiting for a part to finish the repair.
* Gwen will contact the plumber to put the manse sewer on the list for regular maintenance at the same time the church sewer is maintained.
* Linda Quaschnick noted that it gets quite warm in the basement and wondered if there was a separate thermostat. It was confirmed that the only thermostat is upstairs.
* Laura Creasy advised that Tyler Creasy will clean the eavestroughs on the manse if Doug can’t get to it. Gwen stated that she will confirm with Doug’s Eavestroughing to have the church and manse eaves cleaned. Doug did do the church eaves earlier this year, but not the ones on the manse.
* Laura Creasy asked if Heilman’s have agreed to do snow removal? Gwen will follow up with him.
* Gwen advised that Ray Heilman agreed to do the fall clean up for the church, park and manse, as the work bee organized earlier was cancelled due to weather.

* 1. Thrift Store – Written Report

Laura Creasy reviewed the Thrift Store report, confirming the following:

* October statistics - $9,555 in sales, 585 customers & 256 volunteer hours.
* Halloween was taken down and costumes were donated to a children’s’ group.
* Christmas and more winter inventory are being put out.
* Items were donated to a Hanna resident (Cal Saunders) as his house burnt down and needed everything replaced.
* No one has stepped forward to fill the spot on the committee when Laura steps down at the end of December. If council can think of anyone who may be interested, please let one of the thrift executive members know.
* Discussions are being held with the Parks Committee members to put a bench and picnic table in the park this spring in memory of Archie Williams and Shirley Platten. Considering the idea of having the bench as a “memorial bench” for thrift store where various plaques could be put on the bench in memory.

**Motion No.** **97** Moved by Lynette Barker that the motions from the Thrift Store Board meeting be ratified as follows:

1. Deb Moench be placed on payroll with benefits and her hourly rate be increased to $20.00, effective January 1, 2022.
2. To donate $1,000 to the Hanna Food Bank.

Motion seconded by Jean Lypka. **Carried.**

1. CHINOOK WINDS REGIONAL COUNCIL – Verbal Report

Rev. Richardson reported:

* Postings have been put up for a minister for churches in Caster, Coronation, and Veteran.
* A Covenanting service will be held tomorrow afternoon for student minister at Drumheller.

Laura Creasy noted that she and Rev. Coulthard attended a zoom meeting for presbytery resources. She felt it was pretty important to attend as it was about clusters. Clusters are a change from presbytery, but still a way for people to meet and exchange ideas. It was a good opportunity to talk to all the churches in the region and share what each church is doing. The meetings are held during the day by zoom and last about an hour. Members attended from Stettler, Drumheller, Bashaw, Delia, Castor, etc. It was noted that if technology is an issue, the representative can come to the church to join the meeting.

Rev. Coulthard was asked to include the need for a representative in the bulletin and to possibly speak about it at the next few services.

1. MINISTER’S REPORT – Verbal Report

Rev. Coulthard gave a report, including the following items:

* There will be no services November 21 or 28 as she is taking a two week intensive course to finish her masters.
* Although she has told the Council she is not renewing her contract, next month she will be making a formal announcement to the congregation.
* The current roster for members to do readings and operate the power point on Sundays is not working as some committees are consistently not attending. Discussion was held and it was decided to have the office administrator send the roster out again, but send it to everyone rather than the committee members. Ask people if they are willing to assist and assure them that the power point will be set up for them.

Gwen Snell asked about the delay in getting permission to do the sacraments. Rev. Coulthard reviewed the process which involves performing a service for a committee, proving that she has been with Hanna First United for a year and that she is not ordained, but working toward being ordained. It was suggested that perhaps Rev. Stephen Harper, Pastoral Relations Minister for Chinook Winds Region, could assist with the process.

Chair Winona Gutsche advised that she spoke with Rev. Harper last week about the process to go forward once Rev. Coulthard’s contract is completed. He advised that we should start now to for a Community of Faith Profile - deciding what the church wants and then form a Search Committee. She advised that Rev. Harper will meet with us at the next meeting if Council would like to talk to him as a group, or she will continue to talking to him and letting the congregation know what to do. The consensus was that Winona stay in contact with Rev. Harper and relay his comments to the Council.

Discussion followed regarding:

* The office administrator is updating the recent profile compiled before Rev. Coulthard was hired. It should be a quicker process than last time.
* Laura Creasy will manage the listing on ChurchHub and do the bookkeeping for the process.
* Winona will ask for volunteers on the search committee once Rev. Coulthard makes her announcement to the congregation.
* Ministers have to go to ChurchHub to apply for a position.

Chair Winona Gutsche advised that when talking with Rev. Stephen Harper he mentioned that he had stopped in at Hanna First United and was very complimentary about the church and the upkeep. Winona gave credit to the Thrift Store for all the work they do and the service they provide.

**Motion No. 98** Moved by Laura Creasy that the Reports be accepted as presented at the meeting tonight.

Motion seconded by Jean Lypka. **Carried.**

1. NEW BUSINESS

Chair Winona Gutsche advised that we need to schedule a Congregational Meeting. Usually the meeting is held in February. Rev. Coulthard advised that she will be away for one Sunday in February, so she will check her schedule for the best date. This item will be added to the agenda for the December meeting.

1. NEXT MEETING

Next meeting: Wednesday, December 8, 2021 at 7:00 p.m.

1. ADJOURNMENT

Chair Winona Gutsche thanked everyone for attending and stated that business being concluded, the meeting is adjourned at 8:20 p.m.

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Chair

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Secretary