

**Grace United Church
Minutes of the Board of Management
Tuesday September 20th, 2022**

Present in Person: Jane Bleecker, Bruce Coulter, Neil Douglas, George Flavell, Paul Gray, Anne Hare, Celia Hunter (via zoom), Susan Sweet Lebeau, Neil Lebeau, Rev. Andrew Macpherson, Paula Pound, and Kevin Fitzpatrick, joined us via Zoom.

Regrets: Lochlyn Newton, arrived before meeting adjourned

Opening and Prayer: George Flavell, Chairman, called the meeting to order and Anne Hare opened in prayer.

Adoption of the Minutes:

MOTION: # 1 20/09/22: by Anne Hare/ Bruce Coulter; that the Minutes of the August 16th 2022 meeting, be accepted with correction to the use of the sound system in Motion; 16/08/22 to read \$60. CARRIED

Adoption of the Agenda:

MOTION: # 2 20/09/22: by Paul Gray/Neil Lebeau; that the agenda for September 20th, 2022, meeting, be adopted as printed. CARRIED

Corresponding Members: Celia Hunter and Jane Bleecker joined us as corresponding members this evening. Jane Bleecker joined us as a representative of the GPIF (Grace Partnership in Faith) and prospective new member.

MOTION: # 3 20/09/22: by Anne Hare/Neil Lebeau; that Celia Hunter and Jane Bleecker be accepted as corresponding members for tonight's meeting. CARRIED

MOTION: # 4 20/09/22: by Susan Lebeau/Neil Lebeau; that Jane Bleecker be accepted as a new Board of Management member. CARRIED

Correspondence: none

Group Communications:

Rev. Andrew Macpherson reports that a Pastoral Care Committee of himself, Joanne Gray and Kevin Fitzpatrick have agreed to serve, and they are open to new members.

Bruce Coulter reported on **Project HOPE**, stating that the Sandwich Ministry is preparing sandwiches for the One Roof Diner every second week and prepare 12-13 loaves of sandwiches. They are the only church group in Peterborough serving this ministry and the only donor providing roast beef sandwiches.

The "Little Pantry" is being used and some fresh produce has also been shared.

School supply boxes are being delivered to 4 elementary schools and one high school this week.

Plans to send Christmas gifts to seniors without family ties, in 3 residences this Christmas are in the works.

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The Halloween ministry at Grace will again operate this October, and a Craft and Gift show will take place at Grace this December 3rd in conjunction with the "Cookie Walk and Bake Sale.

Jane Bleecker reports that the GPIF Yard Sale netted just over \$ 2,000., even though there were fewer buyers and lookers this year. Advertising for donations, supplies and clothing for the Honduras trip will now start

Property:

There has been concern regarding youth from the neighbourhood who have been congregating on the outside emergency stairs during the day. The concern centres around liability should someone trip and fall from the structure, and what our insurance would cover. There are other insurance concerns regarding personal equipment that is stored at the church.

MOTION: # 5 20/09/22: by Susan Lebeau/Paula Pound; that The Trustees provide a "No Trespassing / Danger sign on the emergency stairway on the south side of the church. CARRIED

It was suggested that the Trustees meet and take an inventory of all items in the church and decide what is truly Grace United Church Property. (perhaps documenting with photos, videos, serial numbers and/or invoices.)

Lochlyn Newton has fixed the sticky front door. He is researching digital lock systems as we are concerned about the number of keys to Grace United Church that are in circulation.

There is also a need for the Trustees to discuss with our neighbour, to the south, about perhaps building protection around her gas meter and vents from the snow and ice that falls from Grace United church roof, onto her driveway and yard.

Worship Team:

See attached Worship Team report.

Church services have been planned until Christmas and it was decided that there will be one Christmas Eve service and no service on Christmas Day.

MOTION: # 6 20/09/22: by Paula Pound/Paul Gray; that we accept John P. Sigerson, as Music Director/Organist for Grace United Church, effective October 1st.2022, on a probationary basis of 3 months. CARRIED

The Worship Team received a letter from Dawna Rhodenizer, regarding the church's 12 year old bass amplifier that is not working well. She has taken it into Long & McQuade for assessment. Discussion took place re: repair vs buying new. Warranty on repair would only be for the repaired part. It was suggested that a team of Dawna, Neil and perhaps Shelby research solution of repair or new purchase.

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Regional Council Report:

There is no report from council, at this time.

Ministry and Personnel Committee:

Paul Gray reports that they are getting ready to start fall staff reviews.
Paul was unable to get satisfactory results for having a representative from the Ministry of Labour speak to them regarding writing policies and job descriptions.

Audio Visual Report:

No further report

FINANCIAL REPORT:

AUGUST INCOME:	\$ 19,769.16
AUGUST EXPENSES:	<u>\$ 25,530.96</u>
	(-\$ 5,761.80)
YTD INCOME:	\$ 148,177.89
YTD EXPENSES:	<u>\$ 148,480.99</u>
	\$ 303.10
MEMORIAL FUND:	\$ 24,945.89

The church is also holding \$ 5,162.83 in trust for the Little House construction.

MOTION: # 7 20/09/22: by Susan Sweet Lebeau/Anne Hare; that we accept the Financial Report as printed and presented. CARRIED

Rev. Andrew Macpherson has a request from Rev. Darren Liepold, Pastoral Relations Minister for East Central, Ontario for VAM statis at Grace United Church.

MOTION: # 8 20/09/22: by Susan Lebeau/Jane Bleecker; that Rev. Darren Liepold, be accepted as a VAM (Volunteer Associate Minister) at Grace United Church. CARRIED

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Anne Hare spoke to the idea of holding a Volunteer Job Fair to promote committee functions, duties, time, and frequency of meetings with the hope of enticing new membership to the various committees.

Kevin Fitzpatrick submitted his attached report on Youth, Young Families, and Community Outreach. (see his attached report).

Upcoming Events include:

Friday September 16, Youth Survivor night of fun and games
Sunday September 25; Funday Sunday Event & ice cream social for congregation.
Friday September 30; Lounge Night and hand out fliers for Food Drive
Fri. Sat. October 7 & 8; Food Drive pick up for Youth Emergency Shelter
Saturday October 15; Food Drive for Grace Pantry of HOPE
Sunday October 23; Fun Day Sunday event
Friday October 28; Youth Lounge night

Rev. Andrew Macpherson reported on his first "Theology on Tap" gathering at which 10 people attended and more events will be held in the future.

NEXT MEETING: TUESDAY OCTOBER 18, 2022, at 7 PM.

Bruce Coulter to open and close the October meeting.

With no further business, George Flavell adjourned the meeting.

Anne Hare closed in prayer.

George Flavell,
Chairman

Anne Hare,
Recording Secretary

SEPTEMBER 2022

Worship team report

The Worship team met on Wednesday September 14 2022. In general it seems the congregation is enjoying the blended service but it is still our hope to return to two services at some point as attendance increases and we have musicians available. The length of the blended service was discussed. It is difficult when we are combining two services and not wanting to lose elements of either to keep under an hour, the service may be up to 75 minutes 10:00 to 11:15

It was also discussed having a run thru with the congregation if singing a new hymn

Reverend Andrew and Kevin will be conducting a workshop for worship leaders Oct 12 at 7 .we are hoping the congregation will respond as we are down to three worship leaders(Celia,Sue,Paula) .We are also hoping that the congregation will volunteer to read scripture

John Sigerson has been playing the organ .He has been interviewed and

The worship team would like to recommend that the Grace board of Management approve the hiring of John P. Sigerson as Music Director (organist) for the congregation effective October 1,2022 at the same salary as the previous permanent organist with a three month probationary period with a three month performance and salary review

The bass player brought to our attention that the amp is not working properly .Based on information given at the time of the meeting the worship team recommended purchasing a new amp with monies from the memorial fund .since the meeting more information has been provided and perhaps repair of amp is a more viable option .I will send the emails the worship team received to those board members not on the worship team and the board can decide .

The Worship team would also ask that the Trustees and perhaps a group of technical people take an inventory of the superfluous amount of old sound equipment stored in different rooms ,cupboards and closets throughout the building (.Some of the equipment may belong to Toni Mason) It is our understanding that this would need to be done for insurance purposes anyway .

Services have been planned up to Christmas .We are suggesting one Candlelight Christmas Eve service at 630 with children in attendance. Dec 18 will be intergenerational service. Dec 25 is on a Sunday .may not have a service . Bev is not prepared to have an extra carol service

(NO ")

FINANCIAL REPORT Monthly - Q3 2022

	Q1	Q2	Jul-22	Aug-22	Sep-22	Q3
VISION						
Vision - Near						
Project H.O.P.E.	691.94	426.03	249.41	243.10		492.51
Vision - Far						
Mission & Service				4,000.00		4,000.00
GPIF Honduras (Build)						
TOTAL VISION	691.94	426.03	249.41	4,243.10	0.00	4,492.51
OPERATIONAL COSTS						
Salaries & Benefits	31,646.01	33,740.81	16,665.87	16,156.88		32,822.75
National Assignment	2,800.50	2,800.50		2,800.50		2,800.50
Insurance	923.94	3,062.11	1,020.71	1,020.71		2,041.42
Property	2,820.05	7,551.39	2,436.01	30.86		2,466.87
Utilities	3,956.45	2,453.93	417.19	571.16		988.35
COVID-19						
ADMINISTRATIVE COSTS						
Office Costs	1,006.80	141.51	163.36	100.13		263.49
Communications	782.19	420.48	140.16	140.16		280.32
Advertising						
Banking Charges	608.79	606.92	283.44	191.56		475.00
MINISTRY COSTS						
Worship & Pulpit	1,741.30	1,045.54	485.00	107.93		592.93
Ministry	130.65	100.00	172.67			172.67
Education (Youth & Adult)	82.84	458.24	167.97	167.97		335.94
MISCELLANEOUS COSTS						
Decorating		26.84				0.00
Transitional	722.48					
TOTAL OTHER EXPENSES	47,222.00	52,408.27	21,952.38	21,287.86	0.00	43,240.24
FULL TOTAL EXPENSES	47,913.94	52,834.30	22,201.79	25,530.96	0.00	47,732.75
INCOME						
Offerings	46,292.45	59,463.40	19,971.15	19,109.16		39,080.31
Rentals	440.00	685.00	980.60	630.00		1,610.60
Hospitality Group		140.00				
Fundraisers	230.00	160.00		30.00		30.00
Recovery & Rebates						
COVID-19 Gov't Assistance						
Miscellaneous						
Other	75.00	(28.87)				
TOTAL INCOME	47,037.45	60,419.53	20,951.75	19,769.16	0.00	40,720.91
TOTAL INCOME	47,037.45	60,419.53	20,951.75	19,769.16	0.00	40,720.91
MINUS TOTAL EXPENSES	47,913.94	52,834.30	22,201.79	25,530.96	0.00	47,732.75
SURPLUS / DEFICIT	(876.49)	7,585.23	(1,250.04)	(5,761.80)	0.00	(7,011.84)

YTD FINANCIAL REPORT as at August 31, 2022

	Budget - 21	Actual - 21	Budget - 22	Aug-22	% of BGT
VISION					
Vision - Near					
Project H.O.P.E.	25,900.00	8,120.19	7,000.00	1,610.48	23%
Vision - Far					
Mission & Service	18,000.00	18,000.00	12,000.00	4,000.00	33%
GPIF Honduras (Build)	10,000.00	8,000.00	10,000.00		0%
TOTAL VISION	53,900.00	34,120.19	29,000.00	5,610.48	19%
OPERATIONAL COSTS					
Salaries & Benefits	235,000.00	216,942.58	187,220.00	98,209.57	52%
National Assignment	8,744.00	8,744.00	11,202.00	8,401.50	75%
Insurance	9,000.00	7,724.11	10,000.00	6,027.47	60%
Property	12,000.00	10,126.93	11,600.00	12,838.31	111%
Utilities	11,000.00	8,184.48	9,000.00	7,398.73	82%
COVID-19		9,394.08			
ADMINISTRATIVE COSTS					
Office & Admin	8,000.00	5,559.90	4,000.00	1,411.80	35%
New Copier	3,000.00				
Communications	8,000.00	6,909.10	2,300.00	1,482.99	64%
Advertising	1,000.00	509.41	1,000.00		
Banking Charges	4,000.00	3,418.53	4,000.00	1,690.71	42%
MINISTRY COSTS					
Worship & Pulpit	8,000.00	10,337.25	6,150.00	3,379.77	55%
Ministry	8,000.00	3,942.21	2,200.00	403.32	18%
Education (Youth & Adult)	5,000.00	1,249.16	1,500.00	877.02	58%
MISCELLANEOUS COSTS					
Decorating	300.00	17.10	300.00	26.84	9%
Transitional / Regional		1,275.00		722.48	
TOTAL OTHER EXPENSES	321,044.00	294,333.84	250,472.00	142,870.51	
FULL TOTAL EXPENSES	374,944.00	328,454.03	279,472.00	148,480.99	53%

	2021 FULL	2021 YTD	2022
INCOME			
Offerings	244,579.08	154,624.89	144,836.16
Rentals	597.66		2,735.60
Hospitality Group			140.00
Fundraisers	4,185.00		420.00
Recovery & Rebates			
COVID-19 Gov't Assistance	41,186.76	34,217.05	
Miscellaneous			
Other	7,093.85	2,737.37	46.13
TOTAL INCOME	297,642.35	191,579.31	148,177.89
TOTAL INCOME	297,642.35	191,579.31	148,177.89
MINUS TOTAL EXPENSES	304,192.33	181,572.09	148,480.99
SURPLUS / DEFICIT	(6,549.98)	10,007.22	(303.10)

Notes:

Outstanding Mission Funds to August

Project H.O.P.E.	3,056
Mission & Service	4,000
Grace Partnership in Faith	6,667

Project H.O.P.E Grant Balance 3,386.03
 Operating LOC: \$8,250 (Available \$31,750)

ANNUAL MEMORIAL FUND to August 31, 2022

	BEGINNING BALANCE	YTD INCOME	YTD EXPENSE	CURRENT BALANCE
MEMORIAL FUND				
In Memory Funds	10,376.09	5,220.05	965.72	14,630.42
New Initiatives Fund	7,560.47			7,560.47
Agape Café - Innovation Grant	1,755.00			1,755.00
Funds Held for Future Funeral	1,000.00			1,000.00
MEMORIAL FUND TOTALS	20,691.56	5,220.05	965.72	24,945.89

Notes:

Held in Trust (Tiny Homes) - \$5,162.83

HDMI Cables & Splitter	400.16
Welcome BBQ	565.56

September 14, 2022

Dear friends,

It was good to be with you at Andrew's covenanting service the other day. Let me introduce myself. My name is Darren Liepold and I am the New Pastoral Relations Minister for the Region. I talked to Andrew and I am now asking you, the members of Grace, if I can be a Voluntary Associate Minister with your congregation. As a minister not serving in a particular pastoral charge, I am no longer granted a license to perform marriages. However, recently friends have asked me to do their wedding somewhere else. The Region policy states that I must enter into a Voluntary Associate Minister relationship with a community of faith to regain my wedding license.

What I am asking for is this. I am seeking to enter into the VAM role with Grace. My schedule of looking after 159 congregations means that I can not worship at any congregation regularly. But if for any reason Andrew, is not available to do a wedding, and Andrew asks me, I could be approached to do that wedding. Weddings would be done lawfully and according to United Church standards. All wedding that I would do at Grace United would follow your church council directives and recorded in your wedding register. Similarly if Andrew feels that there is something else he would like done at Grace that he is unable to do, I could be approached by Andrew to lead an event at the church if I have time. In my role as VAM, I am not to be approached by members of the congregation or the board and asked to lead events (unless they pertain to my role with the Region). In all aspects Andrew is your minister and I will only act when he asks and I am able.

It should be noted that all VAM agreements come up for renewal each year. If things don't work out, we do not have to renew next year. If things remain positive, this relationship could continue on longer term. Thank you for your consideration of my request.

Darren Liepold,

Pastoral Relations Minister, East Central Ontario

September 14, 2022

Proposed Voluntary Associate Minister Agreement

That the Rev. Darren Liepold, Pastoral Relations Minister, become the Voluntary Associate Minister at Grace United Church. He agrees to the following.

1. Darren agrees to preside at only those weddings where Andrew McPherson, the incumbent, cannot. This might be due to illness, vacation, or what have you. In these circumstances Andrew will approach Darren to ask him to preside at the marriage ceremony. Darren will check with his schedule to see if this is possible.
2. All weddings will be duly noted in the Grace United Marriage registers or if the wedding is somewhere else, at the nearest United Church wedding register. All weddings shall be done in accordance with the laws of the province and according to United Church regulations.
3. Darren will not carry out any other ministerial function at Grace United unless directly approached by Andrew and asked to do something for the church. Other duties are the sole discretion of Andrew.
4. It should be understood that Darren's schedule means that he will only be able to attend Grace on a very infrequent basis.