

Grace United Church  
Minutes of the Board of Management  
Tuesday October 18th, 2022

**Present:** Jane Bleecker, Neil Douglas, (via zoom), Kevin Fitzpatrick, (via Zoom), George Flavell, Paul Gray, Anne Hare, Celia Hunter, (via zoom), Rev. Andrew Macpherson, Lochlyn Newton, and Paula Pound.

**Regrets:** Bruce Coulter, Neil and Susan Lebeau

**Opening and Prayer:** George Flavell, Chairman, called the meeting to order and Rev. Andrew Macpherson opened with prayer.

Rev. Andrew stated that he has been at Grace United Church for 3 months now and it has been a great experience. There have naturally been growing pains, but things will work out.

He has been in contact with Rev. Darren Liepold of Regional Council and shared some coping methods for the frustration and anger that he has encountered, and he feels the healing process is beginning. At the next Board meeting he would like to speak about "Building Respectful Congregations". Also, he's had a request from the New Horizon's band for practice space, storage space and the need for approximately 60 parking spots.

**Adoption of the Minutes:**

**MOTION: # 1 18/10/22: by Anne Hare/ Paul Gray; that the Minutes of the**  
**September 20<sup>th</sup> 2022, meeting, be accepted as printed. CARRIED**

**Adoption of the Agenda:**

**MOTION: # 2 18/10/22: by Lochlyn Newton/Jane Bleecker; that the agenda**  
**for October 18<sup>th</sup>, 2022, meeting, be adopted as printed. CARRIED**

**Corresponding Members:** Celia Hunter joined us as corresponding member this evening.

**MOTION: # 3 18/10/22: by Paula Pound/Paul Gray; that Celia Hunter be**  
**accepted as a corresponding member for tonight's meeting. CARRIED**

**Correspondence:** none

**Group Communications:** no reports

**Property:**

Lochlyn Newton reports that he is looking into waxing the basement floor, in the near future and also replacing some of the burnt out light fixtures.

George Flavell looked into a "No Trespassing" sign and chain for the outside fire escape stairs and decided not to chain the steps, as it would be a hazard if evacuation is needed. He will obtain a No Trespassing sign to install on the stair raiser at eye level.

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**Worship Team:**

See attached Worship Team report.

A couple of members of the congregation have stepped forward and taken the worship leaders course that Rev. Andrew offered.

The Baden Powell Scouting service is scheduled for Sunday February 19, 2023.

The Annual General Meeting will be Sunday March 6, 2023.

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**MOTION: # 4 18/10/22: by Paula Pound/Jane Bleecker; that we accept the following dates for Communion Services for 2023: January 22, 2023, February 26 (Lent 1), March 30, (Maundy Thursday), April 2 (Palm Sunday), May 14 (Mother's Day), June 18 (Father's Day), July 9, August 13, September 10, October 1 (World Communion), November 12, December 3, (Advent 1), and December 24 (Christmas Eve). CARRIED**

**Regional Council Report:**

Paul Gray reports that Regional Council has run a number of training and educational events, such as Introduction to becoming an Affirming Church, Ministry and Personnel Training session, that he and Celia Hunter will attend, and the Anti-racism, Interfaith and Intercultural Forum's training that Rev. Andrew is taking.

Their next meeting of Regional Council is October 29.

**Ministry and Personnel Committee:**

Paul Gray reports that they are completing the fall staff reviews.

They have also addressed a number of issues.

They plan to share with the congregation materials about the M&P committee so that people concerns can be dealt with quickly and effectively.

**Audio Visual Report:**

No report, at this time.

**Christian Education:**

Kevin Fitzpatrick reiterated the urgent need for a Christian Education Committee or Team that will carry on the work of Youth and Young Family ministries that he has worked so hard to implement.

**FINANCIAL REPORT:**

SEPTEMBER INCOME: \$ 18,676.12

SEPTEMBER EXPENSES: \$ 19,308.93

(-\$ 632.81)

YTD INCOME: \$ 166,854.01

YTD EXPENSES: \$ 167,789.92

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( \$ 935.91)

**MEMORIAL FUND: \$ 24,837.14**

The church is also holding \$ 4,535.48 in trust for the Little House construction.

**MOTION: # 5 18/10/22: by Neil Douglas/Lochlyn Newton; that we accept the Financial Report as printed and distributed. CARRIED**

George Flavell suggested that we place Hymn Books at the back of the church for those folk that would like to sing the hymns from the book. There will be, both books with music and words and books with words only.

There has been a request for posting the approved Board of Management Minutes each month. After discussion, it was agreed that the minutes could be posted on the bulletin board as before, and, also on Facebook and/or web page.

Paul Gray suggested that the sanctuary be rearranged a little to allow wheelchair access up the outside aisles of the church. Paul has agreed to move some chairs to facilitate this request.

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

Kevin extends his thanks to Elizabeth Gray, Paul Gray, and Virginia Allott for their dedication to the Sunday School each week.

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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.

Another exciting event that he has orchestrated is a Sao Paulo Pizza night Sunday November 9<sup>th</sup> at Grace United Church. The chef for the evening will be his friend Sandra who is a Sao Paulo, Brazil resident. There will be a free will offering taken.


After discussion on the request for New Horizon Band practice space, it was agreed that at this time Grace United Church does not have parking nor storage space, however we will get back to the band with availability, fees, and options.

**NEXT MEETING: TUESDAY NOVEMBER 22, 2022, at 7 PM.**

Bruce Coulter to open and close the November meeting.

With no further business, George Flavell adjourned the meeting.

Rev. Andrew closed in prayer.

  
George Flavell,  
Chairman

  
Anne Hare,  
Recording Secretary

**YTD FINANCIAL REPORT as at September 30, 2022**

	<b>Budget - 21</b>	<b>Actual - 21</b>	<b>Budget - 22</b>	<b>Sep-22</b>	<b>% of BGT</b>
<b>VISION</b>					
<b>Vision - Near</b>					
Project H.O.P.E.	25,900.00	8,120.19	7,000.00	1,854.69	26%
<b>Vision - Far</b>					
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%
<b>TOTAL VISION</b>	<b>53,900.00</b>	<b>34,120.19</b>	<b>29,000.00</b>	<b>5,854.69</b>	<b>20%</b>
<b>OPERATIONAL COSTS</b>					
Salaries & Benefits	235,000.00	216,942.58	187,220.00	114,342.21	61%
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	7,048.18	70%
Property	12,000.00	10,126.93	11,600.00	12,946.92	112%
Utilities	11,000.00	8,184.48	9,000.00	7,797.06	87%
COVID-19		9,394.08			
<b>ADMINISTRATIVE COSTS</b>					
Office & Admin	8,000.00	5,559.90	4,000.00	1,450.24	36%
New Copier	3,000.00				
Communications	8,000.00	6,909.10	2,300.00	1,623.15	71%
Advertising	1,000.00	509.41	1,000.00	121.00	12%
Banking Charges	4,000.00	3,418.53	4,000.00	1,891.07	47%
<b>MINISTRY COSTS</b>					
Worship & Pulpit	8,000.00	10,337.25	6,150.00	4,067.34	66%
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	1,044.99	70%
<b>MISCELLANEOUS COSTS</b>					
Decorating	300.00	17.10	300.00	75.77	25%
Transitional / Regional		1,275.00		722.48	
<b>TOTAL OTHER EXPENSES</b>	<b>321,044.00</b>	<b>294,333.84</b>	<b>250,472.00</b>	<b>161,935.23</b>	
<b>FULL TOTAL EXPENSES</b>	<b>374,944.00</b>	<b>328,454.03</b>	<b>279,472.00</b>	<b>167,789.92</b>	<b>60%</b>

	<b>2021 FULL</b>	<b>2021 YTD</b>	<b>2022</b>
<b>INCOME</b>			
Offerings	244,579.08	172,255.55	162,312.28
Rentals	597.66		3,035.60
Hospitality Group			475.00
Fundraisers	4,185.00		480.00
Recovery & Rebates			
COVID-19 Gov't Assistance	41,186.76	34,217.05	
Miscellaneous			
Other	7,093.85	4,437.00	551.13
<b>TOTAL INCOME</b>	<b>297,642.35</b>	<b>210,909.60</b>	<b>166,854.01</b>
<b>TOTAL INCOME</b>	<b>297,642.35</b>	<b>210,909.60</b>	<b>166,854.01</b>
<b>MINUS TOTAL EXPENSES</b>	<b>304,192.33</b>	<b>209,907.61</b>	<b>167,789.92</b>
<b>SURPLUS / DEFICIT</b>	<b>(6,549.98)</b>	<b>1,001.99</b>	<b>(935.91)</b>

Notes:

**Outstanding Mission Funds to September**

Project H.O.P.E.	3,395
Mission & Service	5,000
Grace Partnership in Faith	7,500

Project H.O.P.E Grant Balance                      2,975.14  
Operating LOC: \$9,000 (Available \$31,000)

FINANCIAL REPORT Monthly - Q3 2022

	Q1	Q2	Jul-22	Aug-22	Sep-22	Q3
<b>VISION</b>						
<b>Vision - Near</b>						
Project H.O.P.E.	691.94	426.03	249.41	243.10	244.21	736.72
<b>Vision - Far</b>						
Mission & Service				4,000.00		4,000.00
GPIF Honduras (Build)						
<b>TOTAL VISION</b>	<b>691.94</b>	<b>426.03</b>	<b>249.41</b>	<b>4,243.10</b>	<b>244.21</b>	<b>4,736.72</b>
<b>OPERATIONAL COSTS</b>						
Salaries & Benefits	31,646.01	33,740.81	16,665.87	16,156.88	16,132.64	48,955.39
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	1,020.71	3,062.13
Property	2,820.05	7,551.39	2,436.01	30.86	108.61	2,575.48
Utilities	3,956.45	2,453.93	417.19	571.16	398.33	1,386.68
COVID-19						
<b>ADMINISTRATIVE COSTS</b>						
Office Costs	1,006.80	141.51	163.36	100.13	38.44	301.93
Communications	782.19	420.48	140.16	140.16	140.16	420.48
Advertising					121.00	121.00
Banking Charges	608.79	606.92	283.44	191.56	200.36	675.36
<b>MINISTRY COSTS</b>						
Worship & Pulpit	1,741.30	1,045.54	485.00	107.93	687.57	1,280.50
Ministry	130.65	100.00	172.67			172.67
Education (Youth & Adult)	82.84	458.24	167.97	167.97	167.97	503.91
<b>MISCELLANEOUS COSTS</b>						
Decorating		26.84			48.93	48.93
Transitional	722.48					
<b>TOTAL OTHER EXPENSES</b>	<b>47,222.00</b>	<b>52,408.27</b>	<b>21,952.38</b>	<b>21,287.86</b>	<b>19,064.72</b>	<b>62,304.96</b>
<b>FULL TOTAL EXPENSES</b>	<b>47,913.94</b>	<b>52,834.30</b>	<b>22,201.79</b>	<b>25,530.96</b>	<b>19,308.93</b>	<b>67,041.68</b>
<b>INCOME</b>						
Offerings	46,292.45	59,463.40	19,971.15	19,109.16	17,476.12	56,556.43
Rentals	440.00	685.00	980.60	630.00	300.00	1,910.60
Hospitality Group		140.00			335.00	335.00
Fundraisers	230.00	160.00		30.00	60.00	90.00
Recovery & Rebates						
COVID-19 Gov't Assistance						
Miscellaneous						
Other	75.00	(28.87)			505.00	505.00
<b>TOTAL INCOME</b>	<b>47,037.45</b>	<b>60,419.53</b>	<b>20,951.75</b>	<b>19,769.16</b>	<b>18,676.12</b>	<b>59,397.03</b>
<b>TOTAL INCOME</b>	<b>47,037.45</b>	<b>60,419.53</b>	<b>20,951.75</b>	<b>19,769.16</b>	<b>18,676.12</b>	<b>59,397.03</b>
<b>MINUS TOTAL EXPENSES</b>	<b>47,913.94</b>	<b>52,834.30</b>	<b>22,201.79</b>	<b>25,530.96</b>	<b>19,308.93</b>	<b>67,041.68</b>
<b>SURPLUS / DEFICIT</b>	<b>(876.49)</b>	<b>7,585.23</b>	<b>(1,250.04)</b>	<b>(5,761.80)</b>	<b>(632.81)</b>	<b>(7,644.65)</b>

ANNUAL MEMORIAL FUND to September 30, 2022

	BEGINNING BALANCE	YTD INCOME	YTD EXPENSE	CURRENT BALANCE
<b>MEMORIAL FUND</b>				
In Memory Funds	10,376.09	6,111.30	965.72	15,521.67
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)		0.00
<b>MEMORIAL FUND TOTALS</b>	<b>20,691.56</b>	<b>5,111.30</b>	<b>965.72</b>	<b>24,837.14</b>

Notes:

Held in Trust (Tiny Homes) - \$4,535.48

HDMI Cables & Splitter	400.16
Welcome BBQ	565.56

annewayne644@gmail.com

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**From:** Paula Pound <paula.pound2244@hotmail.com>  
**Sent:** 18-Oct-22 1:33 AM  
**To:** Flavell George; Andrew Macpherson; Anne Hare; Paul Gray; Susan Lebeau; Shelby Lebeau; Neil Lebeau; Neil Douglas; Lochlyn Newton; bleeckerjane@gmail.com; Bruce Coulter; 'Kevin Fitzpatrick'  
**Subject:** Worship Team Report

The worship team met on Tuesday Oct 11 at 7pm .

We are hoping to involve more of the congregation in scripture reading, signup sheets made available .Rev. Andrew to hold a workshop on worship leading on Oct 12 in hopes of training more worship leaders.

The worship team would like to recommend that Baden Powel Sunday ( Scouting ) be February 19,2023  
(Family Day weekend ) and  
the AGM be March 6 ,2023

We recommend dates for communion in 2023

- January 22
- February 26 (Lent 1 )
- March 30 (Thursday ) Maundy Thursday
- April 2 ( Palm Sunday )
- May 14 ( Mothers Day )
- June 18 (Father's Day )
- July 9
- August 13
- September 10
- October 1 ( World Communion )
- November 12
- December 3 (Advent 1 )
- December 24 Christmas Eve

Paula Pound  
Chair Worship Team



## Youth, Young Families, and Community Outreach Report – October 2022

As I continue to plan activities for Youth and Young Families, part of the planning for these activities are the challenges of participation.

Youth continue to be constant participants and keep connected with the community of Grace United, Young families remain hesitant to join even with events on Sundays

We have had minimal response from the young families as per the list of families connected to Grace even with constant communication with those families, it has been a sparse attendance to events planned.

We continue to plan and offer Sunday School activities as well as activities for young families that are scheduled during the Sunday School time to attract some of the young families to be part of the community at Grace United.

### Activities planned for October

- Youth – October 15th, - Food Drive for Pantry of HOPE, I cannot express enough my thanks, appreciation and prayers for all who helped take a role in collecting the food in my absence. And the fruits of the labor were the collection we received from the generosity of the community.
- Young Families Fun Day Sunday event – October 23 – to connect our young families to Sunday worship, celebrating our Sunday School -Godly Play stories, crafts and games, and an Ice Cream social for the congregation
- Youth Lounge night –October 28 – carve pumpkins for Halloween prep for Project HOPE, enjoy pizza and pumpkin seeds, and reflect on the words of our favorite song, how is it relevant with our faith.

I continue to offer thanksgiving, praise and prayer to Elizabeth Gray, Paul Gray and Virginia Allott to their volunteering for Sunday School offerings to the young families of Grace United Church.

I keep in prayer the need of a Christian Education committee to support the work with Youth and Young families to continue the important ministry at Grace United. Prayers that hearts be opened to do this work.

I thank the Board of Management for the opportunities provided to me to learn and work as Youth, Young Families and Community Outreach Minister at Grace United Church.

Kevin Fitzpatrick