

Grace United Church
Minutes of the Board of Management
Tuesday January 17th, 2023

Present: Jane Bleecker, Bruce Coulter, Kevin Fitzpatrick (via Zoom), George Flavell, Anne Hare, Neil Lebeau, Susan Sweet Lebeau, Lochlyn Newton, Paula Pound, Larry Breakenridge, Susann Franklin, Celia Hunter, David Moffat, and Rev. Darren Liepold (via Zoom).

Regrets: Neil Douglas, Rev. Andrew Macpherson

Opening and Prayer: George Flavell, Chairman, welcomed all then called the meeting to order.

Lochlyn Newton opened with prayer.

Adoption of the Minutes:

MOTION: # 1 17/01/23: by Anne Hare/Jane Bleecker: that we accept the minutes of the December 20th, 2022, Board of Management minutes as printed.
CARRIED.

Adoption of the Agenda:

MOTION: # 2 17/01/23: by Susan Sweet Lebeau/Lochlyn Newton; that the Agenda for January 17, 2023, be accepted as printed.
CARRIED

Corresponding Members:

Larry Breakenridge, Susann Franklin, Celia Hunter, David Moffat, and Rev. Darren Liepold, (acting Executive Minister of Regional Council, and minister for Congregational Pastoral Relations), are attending tonight's meeting.

MOTION: # 3 17/01/23: by Neil Lebeau/Bruce Coulter; that we accept Larry Breakenridge, Susann Franklin, Celia Hunter, and David Moffat as corresponding members for tonight's meeting.
CARRIED.

Rev. Darren Liepold is attending this meeting as supervising minister.

Correspondence:

1. Letter from congregant Peter Robinson
2. Letter from congregant and Past Chairman of the Board of Management, Neil Douglas.
3. Email from Nigel Husing, who promotes Gary Wesley, an "Elvis" impersonator.
4. Email from Purdys Chocolate Fundraising.

FINANCES:

December Income:	\$37,471.98
December Expenses:	<u>\$26,343.49</u>
	\$11,128.49

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2022 Income:	\$242,010.57
2022 Expenses:	<u>\$250,482.04</u>
	(\$ 8,472.04)

Memorial Fund: \$20,837.14
(\$4,000.00 was used from New Initiative Fund to pay final instalment to the United Church Mission and Service Fund.)

MOTION: # 4 17/01/23: by Susan Sweet Lebeau/Bruce Coulter; that the Treasurer's report be accepted as printed and distributed. CARRIED

Susan reports that our finances are in a better spot than we were a month ago. The cash flow projection for January has a surplus that hopefully will carry through February. The bank is still seeking an increase in our LOC (Line of Credit).

There is a need for a Financial Committee to help to look at the Budget for 2023.

Susan has a projected/suggested budget of \$275,000.00.

Susan suggested a Budget meeting for Board members on Wednesday January 25, 2023, at 7 pm. All interested members to attend.

Each year, the United Church of Canada recommends that an independent Financial Review be done on the church financial records. The past few years Rhonda Freeburn has reviewed the books and has offered to review this past year at no cost to Grace.

MOTION: # 5 17/01/23: by Susan Sweet Lebeau/Bruce Coulter; that we ask Rhonda Freeburn to review Grace United Church 2022 Financial records. CARRIED

The chairman shared two letters of resignation from Neil Douglas. First a letter of resignation as Chair of the Transition Team effective February 22, 2023.

The second letter, "with a heavy heart", his resignation from the Board of Management of Grace United Church as immediate past chair effective February 22, 2023.

MOTION: # 6 17/01/23: by Bruce Coulter/Neil Lebeau; that we accept with sincere regret the resignation of Neil Douglas as chair of the Transition Team and past Chair and dedicated member of the Board of Management. CARRIED

Recording secretary will write Neil Douglas a letter of thanks, that all will sign.

Financial:

Susann Franklin has agreed to head up a Financial Committee at Grace United Church and will attempt to find at least 3 others plus the treasurer. This committee will assist in financial decisions such as budget, fundraising issues, requests for financial assistance and other stewardship requests and will work closely with the treasurer.

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MOTION: # 7A 17/01/23: by Neil Lebeau/Lochlyn Newton; that we accept Susann Franklin as the lead member of a Financial Committee of Grace United Church, with the authority to add at least 2 more members along with the treasurer, to be approved at a future Board of Management meeting.

Before the vote was taken, discussion regarding the name of the committee was considered.

Bruce Coulter stated that the United Church manual refers to financial matters under Stewardship which also overlaps with our Discipleship team.

The mover and seconder of MOTION # 7 agreed to alter the wording of the motion to read:

MOTION: # 7B 17/01/23: by Neil Lebeau/Lochlyn Newton; that we accept Susann Franklin as the lead member of the Grace Stewardship-Finance Committee to include our Discipleship mandate, that will require at least 3 members, in addition to the Grace Treasurer. This Committee will need to be ratified at a future Board of Management meeting.

CARRIED

The chairman, George Flavell, shared a letter from a congregant, Peter Robinson who reacted to the announcement of Grace's financial situation, that was explained by George during Sunday January 15, 2023, service. The financial position was also shared in December at the Senior's Tea and Communion service as well in the congregational Christmas letter and the Christmas Eve service.

Peter had some good suggestions to help the current situation, and how to avoid these situations in the future.

Group Communications:

- Health Cabinet- Anne Hare reports that the Health Cabinet's Pot-Luck dinner and games night Saturday January 14, 2023, was a very enjoyable evening. Eighteen people attended, and the consensus is we need to enjoy more of these events.
- Sunday, February 12, 2023, will be a Lunch and Learn event with Rev. Andrew speaking on his trip to Damascus.

Property:

Lochlyn Newton requests the Board permission to rehang the Boy Scout's original Charter and pictures of the Queen and the one of Baden Powell, at the back of the sanctuary. The Board agreed.

There is sound equipment belonging to the church that is not in use (2 speakers, an amplifier, and a sub woofer). Lochlyn is seeking permission to advertise these items for sale.

MOTION: # 8 17/01/23: by Lochlyn Newton/Bruce Coulter; that we agree to sell the unused sound equipment, of 2 speakers, an amplifier, and a sub woofer.

CARRIED

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To change the door lock on the church's Front Door and new keys for Grace United Church, Locklyn reports that for a new door handle with keypad it will cost \$900 plus the cost of each key, for each door of the church. To install a digital key system, the front doors of the church would need to be replaced, (the cost could be approximately \$10,000 including the digital system). Locklyn suggests that we should start with the front door lock to begin with at this time.

It was suggested that Locklyn investigate total costs for both options to share at the next meeting.

Locklyn will ask Sheila Montero, the administrative secretary, to ask the congregation (in the weekly announcements) for people that have church keys, to let the property committee know which keys they have, as to generate an up-to-date list. Also, to ask those that no longer use or need their keys to please return them to the church.

Regional Council Report: no report

Worship Team:

Paula Pound reports that she presented a 'Worship Team' Policy at the December meeting. It lists the duties and responsibilities of our Worship Team. She would like it approved by the Board.

**MOTION: # 9 17/01/23: by Paula Pound/Neil Lebeau; that we accept the
Worship Team document as presented and attached. CARRIED**

Rev. Darren Liepold needed to leave the meeting, due to prior commitments.

Ministry and Personnel Committee:

Larry Breakenridge reports that the committee held it's first meeting with Carol Allen, Dave Moffat, and the Board Chair George Flavell. The committee members are trying to gather the past information on position reviews and minutes.

This committee still needs to be ratified.

**MOTION: # 10 17/01/23: by Lochlyn Newton/Jane Bleecker; that we agree to
move the February meeting to Tuesday February 14th, to allow time for the Board to
approve salary designations for 2023 Annual Report. CARRIED**

Audio Visual Report: no report

Christian Education:

Celia Hunter, who is leading the Faith Exploration and Faith Travelers submitted her report as attached.

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She has been preparing a program for each Sunday that is appropriate for children aged 3-11 years.

Attendance for the Faith Travelers program has been as expected: no attendees on January 1st, 2023; three on January 8th ages 3, 4, and 5, and on January 15th, two siblings ages 8 and 11.

Organ upgrade:

Don Anderson of Phoenix Organs was in last week to get the organ back up and running.

The recurrent problems with the organ have been due to the failure of the Windows-based computer which produces the sound. The computer runs on the popular American software called Hauptwerk, which has been having failures at other churches too. Phoenix Organs is offering to replace the existing computer with the more reliable Raspberry PI system at no cost to Grace United Church.

MOTION: # 11 17/01/23: by Lochlyn Newton/Neil Lebeau: that we accept the offer to upgrade the organ computer by Phoenix Organs at no cost to the church.

CARRIED

There is no update on the Volunteer Job Fair.

Fund Raising Letters:

MOTION: # 12 17/01/23: by Bruce Coulter/Neil Lebeau; that we accept the opportunity to hold a Gospel-plus concert Sunday May 7th, 2023 with the "Elvis" impersonator (Garry Wesley).

CARRIED

MOTION: # 13 17/01/23: by Bruce Coulter/Neil Lebeau; that we accept the offer to sell Purdys Chocolates as a fund raiser, for the church.

CARRIED

Youth, Young Families and Community Outreach:

Kevin Fitzpatrick states that he is concerned with how the financial challenges will affect his role at Grace United Church and his Supervised Ministry Education. He is hopeful that the Youth and Young Families ministry will continue at Grace even when his ministry program ends.

He also encourages us to comply with the recommendations of Rev. Darren Liepold, to have a Conflict Management Team hired, to assess and work towards resolution of all situations affecting the community of faith. See his attached report.

It was agreed that Grace United Church will hold a Shrove Tuesday Pancake Supper on Tuesday

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February 21st, 2023. George Flavell offered to organize.

NEXT MEETING: TUESDAY FEBRUARY 14TH 2023, at 7 PM.

Neil Lebeau to open and close the February meeting.

George Flavell asked Anne Hare to read his letter of resignation as Chair of the Board of Management however, with Board approval he will remain on the Board Chairman until his replacement is approved.

No vote was taken.

Lochlyn Newton closed in prayer.

George Flavell,
Chairman

Anne Hare,
Recording Secretary

GRACE UNITED CHURCH BOARD MEETING

Tuesday, January 17, 2023 Agenda

1,0

- Opening & Prayer - **Lochlyn Newton**
- Roll Call – - George, notation re: tonight's meeting
- ~~Andrew's time~~
- Adoption of December 20 Minutes
- Adoption of Agenda
- Corresponding Members – Larry Breakenridge, Sue Franklyn,
Celia Hunter *David Moffat*
-

FINANCES – Sue Lebeau

- Peter Robinson letter.
 - Correspondence – distributed by e-mail,
 - Group Communication –
 - Property – Lochlyn, + Bev Reid request
 - Regional counsel report –
 - Worship Team –
 - M & P – Larry Breakenridge, Carol Allen, Dave Moffat
 - Audio/visual – Neil L
 - *Christian education --*
1. Organist review – M & P
 2. Organ upgrade
 3. Anne – volunteer job fair
 4. fund raising approaches.
 - 5.
 6. Kevin
 7. ~~Reverend Andrew Macpherson~~

Open and close prayers February – **Neil Lebeau**

Adjourn with prayer. **Lochlyn Newton**

Regrets – Andrew Macpherson, Neil Douglas

FINANCIAL REPORT Monthly - Q4 2022

	Q1	Q2	Q3	Oct-22	Nov-22	Dec-22	Q4
VISION							
Vision - Near							
Project H.O.P.E.	691.94	426.03	736.72	133.00	158.46		291.46
Vision - Far							
Mission & Service			4,000.00		4,000.00	4,000.00	8,000.00
GPIF Honduras (Build)				10,000.00			10,000.00
TOTAL VISION	691.94	426.03	4,736.72	10,133.00	4,158.46	4,000.00	18,291.46
OPERATIONAL COSTS							
Salaries & Benefits	31,646.01	33,740.81	48,955.39	16,273.18	16,154.92	17,095.66	49,523.76
National Assignment	2,800.50	2,800.50	2,800.50		2,800.50		2,800.50
Insurance	923.94	3,062.11	3,062.13	1,020.71	1,020.71	1,020.71	3,062.13
Property	2,820.05	7,551.39	2,575.48	815.78	30.86	398.70	1,245.34
Utilities	3,956.45	2,453.93	1,386.68	1,014.74	288.26	2,735.94	4,038.94
COVID-19							
ADMINISTRATIVE COSTS							
Office Costs	1,006.80	141.51	301.93	36.29	65.47	45.01	146.77
Communications	782.19	420.48	420.48	0.24	140.16	140.16	280.56
Advertising			121.00				
Banking Charges	608.79	606.92	675.36	247.72	317.64	346.80	912.16
MINISTRY COSTS							
Worship & Pulpit	1,741.30	1,045.54	1,280.50	781.04		142.58	923.62
Ministry	130.65	100.00	172.67	802.53	167.97	371.12	1,341.62
Education (Youth & Adult)	82.84	458.24	503.91	(239.74)			(239.74)
MISCELLANEOUS COSTS							
Decorating		26.84	48.93			46.81	46.81
Transitional	722.48			318.76			318.76
TOTAL OTHER EXPENSES	47,222.00	52,408.27	62,304.96	21,071.25	20,986.49	22,343.49	64,401.23
FULL TOTAL EXPENSES	47,913.94	52,834.30	67,041.68	31,204.25	25,144.95	26,343.49	82,692.69
INCOME							
Offerings	46,292.45	59,463.40	56,556.43	17,069.06	19,791.00	35,144.03	72,004.09
Rentals	440.00	685.00	1,910.60	520.00	100.00	395.00	1,015.00
Hospitality Group		140.00	335.00		(20.48)		(20.48)
Fundraisers	230.00	160.00	90.00		150.00	1,932.95	2,082.95
Recovery & Rebates							
COVID-19 Gov't Assistance							
Miscellaneous							
Other	75.00	(28.87)	505.00		75.00		75.00
TOTAL INCOME	47,037.45	60,419.53	59,397.03	17,589.06	20,095.52	37,471.98	75,156.56
TOTAL INCOME	47,037.45	60,419.53	59,397.03	17,589.06	20,095.52	37,471.98	75,156.56
MINUS TOTAL EXPENSES	47,913.94	52,834.30	67,041.68	31,204.25	25,144.95	26,343.49	82,692.69
SURPLUS / DEFICIT	(876.49)	7,585.23	(7,644.65)	(13,615.19)	(5,049.43)	11,128.49	(7,536.13)

YTD FINANCIAL REPORT as at December 31, 2022

	Budget - 21	Actual - 21	Budget - 22	Dec-22	% of BGT
VISION					
Vision - Near					
Project H.O.P.E.	25,900.00	8,120.19	7,000.00	2,146.15	31%
Vision - Far					
Mission & Service	18,000.00	18,000.00	12,000.00	12,000.00	100%
GPIF Honduras (Build)	10,000.00	8,000.00	10,000.00	10,000.00	100%
TOTAL VISION	53,900.00	34,120.19	29,000.00	24,146.15	83%
OPERATIONAL COSTS					
Salaries & Benefits	235,000.00	216,942.58	187,220.00	163,865.97	88%
National Assignment	8,744.00	8,744.00	11,202.00	11,202.00	100%
Insurance	9,000.00	7,724.11	10,000.00	10,110.31	101%
Property	12,000.00	10,126.93	11,600.00	14,192.26	122%
Utilities	11,000.00	8,184.48	9,000.00	11,836.00	132%
COVID-19		9,394.08			
ADMINISTRATIVE COSTS					
Office & Admin	8,000.00	5,559.90	4,000.00	1,597.01	40%
New Copier	3,000.00				
Communications	8,000.00	6,909.10	2,300.00	1,903.71	83%
Advertising	1,000.00	509.41	1,000.00	121.00	12%
Banking Charges	4,000.00	3,418.53	4,000.00	2,803.23	70%
MINISTRY COSTS					
Worship & Pulpit	8,000.00	10,337.25	6,150.00	4,990.96	81%
Ministry	8,000.00	3,942.21	2,200.00	1,744.94	79%
Education (Youth & Adult)	5,000.00	1,249.16	1,500.00	805.25	54%
MISCELLANEOUS COSTS					
Decorating	300.00	17.10	300.00	122.58	41%
Transitional / Regional		1,275.00		1,041.24	
TOTAL OTHER EXPENSES	321,044.00	294,333.84	250,472.00	226,336.46	
FULL TOTAL EXPENSES	374,944.00	328,454.03	279,472.00	250,482.61	90%

	2021 FULL	2021 YTD	2022
INCOME			
Offerings	244,579.08	244,579.08	234,316.37
Rentals	597.66	597.66	4,050.60
Hospitality Group			454.52
Fundraisers	4,185.00	4,185.00	2,562.95
Recovery & Rebates			
COVID-19 Gov't Assistance	41,186.76	41,186.76	
Miscellaneous			
Other	7,093.85	7,093.85	626.13
TOTAL INCOME	297,642.35	297,642.35	242,010.57
TOTAL INCOME	297,642.35	297,642.35	242,010.57
MINUS TOTAL EXPENSES	304,192.33	304,192.33	250,482.61
SURPLUS / DEFICIT	(6,549.98)	(6,549.98)	(8,472.04)

Notes:

Outstanding Mission Funds to December

Project H.O.P.E.	4,854
Mission & Service	0
Grace Partnership in Faith	0

Project H.O.P.E Grant Balance 2,784.17

Operating LOC: \$29,750 (Available \$10,250)

ANNUAL MEMORIAL FUND to December 31, 2022

	BEGINNING BALANCE	YTD INCOME	YTD EXPENSE	CURRENT BALANCE
MEMORIAL FUND				
In Memory Funds	10,376.09	6,111.30	965.72	15,521.67
New Initiatives Fund	7,560.47	(4,000.00)		3,560.47
Agape Café - Innovation Grant	1,755.00			1,755.00
Funds Held for Future Funeral	1,000.00	(1,000.00)		0.00
MEMORIAL FUND TOTALS	20,691.56	1,111.30	965.72	20,837.14

Notes:

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

HDMI Cables & Splitter 400.16

Welcome BBQ 565.56

Transfer from NIF to General Offering 4000.00 (for M&S)

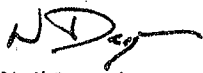
George Flavell
Chairman, Board of Management
Grace United Church

I wish to inform you and fellow Members of the Board and the Transition Team that I will be resigning from my position as Chair of the Transition Team effective February 22, 2023.

It has been a privilege to serve with my fellow Transition Team members in this capacity at Grace United, but I have come to the end of my commitment to Graces transition, as well, I have relocated and can no longer attend Grace on a regular basis, so I can no longer properly serve in this capacity at Grace.

I am grateful for the opportunities for personal development that this ministry has provided during my tenure as part of the Transition team. I appreciate the support provided to me by the Transition team and the Board during my time as Chair of the Transition Team.

Sincerely

A handwritten signature in black ink, appearing to read 'ND' followed by a stylized flourish.

Neil Douglas
Chair Transition Team
Grace United Peterborough

George Flavell
Chairman, Board of Management
Grace United Church

It is with a sad and heavy heart that I wish to inform you and fellow Members of the Board that I will be resigning from my position as a member of the Board of Management effective February 22, 2023.

It has been a privilege to serve with my fellow Board members in this capacity at Grace United, but as I have relocated and no longer attend Grace on a regular basis, I can no longer properly serve as a Board member at Grace.

I am grateful for the many opportunities and experiences that being a member of the Board has provided me during my many years as a member of the Board at Grace. I appreciate the support provided to me by the Board during my time as Chair of and a member of the Board of Management.

Sincerely



Neil Douglas
Board Member
Grace United Peterborough

From: Peter Robinson <p.h.robinson@sympatico.ca>
Sent: 16-Jan-23 2:25 PM
To: George Flavel; Robinson, Peter & Bev
Subject: Finances

Dear Board of Management Grace United Church Peterborough, Ontario.

I was extremely shocked by George's message at the end of service yesterday, many of us have put mega thousands of dollars into the restoration, new roof, GPIF and local charities over the years, and now hear there is talk of closing the doors, give your heads a shake. Where was the warning? When did we know our financial situation was in trouble? A distress letter to the congregation in December is not adequate.

As Dr. Phil would say: prediction of future behaviour is past behaviour, do we not prepare for all situations, we had to know in the fall of 2022 we were looking at a large deficit with little or no action involving the congregation, we are part of the church and if we had a **finance committee** we could have been contacted for assistance. Not everyone who supports the church has died or moved away, some of us are still here.

Suggestions;

- Low or no interest loans from the congregation (we did this less than 10 years ago) 5 people with \$10,000 or 10 people with \$5,000. problem solved.
- Front loading, good idea but you are depleting your income later in the year, still cant depend on low attendance for support.
- Have the **Finance Committee** carry out a a visitation for pledges to increase giving's (go prepared to show where money is being spent and the good being provided to the communities.
- We are good at fund raising for the GPIF what about the church?
- Every Sunday during the announcements, let everyone know the financial condition of the church, silence will get you nothing.
- Promote PAR for those that do not or cannot attend church service.
- Have the **Finance Committee** contact PAR participants and ask if thy would increase their giving's.
- Invite groups of the congregation to meetings at the church to review and explain the above suggestions.

I know the problem is no one is willing to lead, get some one else to carry the load, SAD.

When I was with the property committee I had lists of names I could call on for assistance, not all would respond but most would, people will not act unless asked, make it fun make it a team event Make it happen!

If I am not called I will know the doors will soon be closed for good.

Peter & Beverlee Robinson

705 292-7982

MINUTES WORSHIP TEAM WEDNESDAY, January 10, 2023 7pm by Zoom

Present: Kevin Fitzpatrick, Susan Sweet Lebeau, Shelby Lebeau, Sheila Montero (Secretary), Paula Pound (Chair), John Sigerson, Bev Templar.

Regrets: Jane Bleecker, Neil Lebeau, Rev. Andrew Macpherson, Lochlyn Newton

1. **Opening Prayer** - Paula Pound
2. **Approval of the minutes from December 15** - by consensus
3. **Approval of the Agenda** - by consensus
4. **Business Arising**
 - 4.1. *Paula forgot to/ did not have time to present final draft of Worship Team Description to the Board. Will present it next week. All in agreement ready to present.*
 - 4.2. *Has Bev given list of familiar hymns to Andrew? (Rev. Andrew has been sending people to Paula if they ask about hymns and want to sing more joyful and upbeat songs.)* Bev has list complete and will give it to Andrew upon his return. John, Bev, & Andrew will meet in February to continue planning. Rev. Andrew is still learning, getting to know Grace's habits. For example, Christmas carols have often been sung before Christmas. Keep communication open and informative. It is part of the worship team responsibilities to respond to the congregation's concerns.
 - 4.3. *Christmas Eve* - Mixed feedback about the service, both positive and negative. It is impossible to please everyone in response to change.
 - 4.4. *Upcoming Services: BP Sunday, Annual Meeting. Andrew and Kevin work out their own schedule now; Sheila is doing Schedule for scripture and worship readers. Should we be discussing each week or just the special occasions?* Special services only will be listed in the meeting minutes; this will include communion Sundays. Some discussion about the organ; John will try to meet with Phoenix organs to watch their troubleshooting personally. Our goal is to have clear instructions posted at the organ on how to troubleshoot. Paula will connect with M&P to clarify the responsibilities of John and resolve concerns about his job title. Comments were made concerning the choir's recession from the choir loft to the back of the sanctuary. Choir will start to recess down the back stairs, starting this Sunday. Celia Hunter will continue to do Faith Explorers during what was once called Children's Time in our service. There will not be worship 1 music offerings for January 15, or January 22 (in Cecilia's absence). Confirmed that in the past, Grace has not had an Ash Wednesday Service; Grace has had a Maundy Thursday and Good Friday Service; will confirm at next meeting if we will do these services. John is involved with World Day of Prayer and will follow up with information about plans this year.
5. **Upcoming Special Services:**

January 22 - Kevin/ Carol A *Communion* - Bev will choose hymns
February 19 - BP Sunday -Scouting - Susan will connect with Celia, concerning Children's Time at this Service
February 26 - Andrew/ *Lent Begins*
March 5 - Annual Meeting
6. **Survey** - Successful teamwork to sort out the details and create a final draft (included in these minutes). Survey will be offered in paper and digital form (with paper forms entered by Sheila into the Google form for data presentation). Survey will be announced starting this Sunday, January 15, until it closes on Tuesday, January 31st. Invitations and reminders will be in the weekly emails.
7. **Other Business** - none
8. **Paula to take to the Board** - Worship Team Description; survey
9. **Closing Prayer** - Paula

Next Meeting: Wednesday, February 8, 2023 7pm at Grace *(to be confirmed upon Rev. Andrew's return)*

Worship Survey

Please complete this survey and place in box. We appreciate your feedback. Thanks!

SURVEY CLOSES ON JANUARY, 31 2023

1. In the past, which service did you attend regularly?

☐ 9am Contemporary Worship Service

☐ Both Services

☐ 10:30am Traditional Worship Service

☐ I am new to Grace

2. Presently,

☐ do you attend in person?

☐ do you participate in both (in person and livestream)?

☐ do you watch the livestream?

3A. How much do you enjoy the current service? (Circle a number)

Not at all = 1 2 3 4 5 = Very much

3B. Please comment _____

4. Although Voices United contains 965 hymns, we have only been singing familiar hymns. We have been trying to reintroduce some hymns that have been forgotten.

Do you like learning/relearning these hymns?

☐ Yes

☐ No

5. MORE VOICES was published in 2006.

Would you like to learn more songs from More Voices?

☐ Yes

☐ No

6. What hymns/songs do you want to hear? Please list three(3) below.

1. _____

2. _____

3. _____

7. We welcome any comments about music in our current worship service. Please tell us your thoughts.

8. OPTIONAL: Please check off the demographic that you are in.

☐ Under 30 years

☐ 30-50 years

☐ 51-70 years

☐ 71 years and over

GRACE UNITED CHURCH WORSHIP TEAM

PURPOSE:

The Worship Team is responsible for the Ministry of Worship which includes the Ministry of Music for Grace United Church. They provide guidance for worship services that are centered on faithful preaching of the word of God. This includes nurturing the worship life of all ages of the congregation and those we seek to welcome at Grace. Their goal is to assist in the spiritual development of the members and those watching on the livestream and to deepen their experience of God's presence in worship.

TEAM MEMBERS:

- | | |
|--------------------------------------|--|
| • Ordered Minister (+ SME Candidate) | <i>May also include:</i> |
| • Music Director | • Sunday Service Team Member |
| • Choral Director | • Congregational Representative |
| • Board member | • Faith Exploration/Youth Program Leader |
| • Administrative Assistant | • Decorating |
| • AV/Livestream Team Member | • Social media/advertising |
| • Lay Preacher(s) | |

for the diversity of the group it is suggested that only one member of same family be active on the team

DUTIES AND RESPONSIBILITIES:

Worship

- Provide services that will support the spirit of the culture of the United Church of Canada
- Support the Ministry Personnel, the Music and Choral Directors, and others who give leadership in Worship
- Plan and vision regarding Worship in collaboration with the Ministry Personnel
- Seek input from congregation members with their feedback, ideas and concerns regarding Worship and the Ministry of Music

Worship Services

- Plan worship services that strive to inspire and empower the congregation with the message of God's love
- Recruit and support participants for: worship leading, scripture reading, audio/visual technical support, communion serving/element preparation, and Sunday Service Team members (ushering/lift, greeting, fellowship & refreshments)
- In cooperation with the Ministry Personnel, arrange a worship leaders workshop annually
- Set dates and arrange for sacrament of communion, baptism/confirmation with the Ministry Personnel
- Collaborate with the decorating committee, managing materials used for special worship services including: decorations, flowers, banners, symbols and miscellaneous liturgical items, etc

Other

- Develop and request and manage the Team's budget
- Set fees for supply and guests consistent with United Church guidelines
- Oversee maintenance and repair of musical instruments and equipment, advising Board of actions needed.

Accountability

The Worship Team is accountable to the Board of Management of Grace United Church.

For the Board of Management, Grace United Church
January 2023

Faith Exploration and Faith Travellers report for December 24, 2022, January 1, 8, 15, 2023:

The objective of Faith Exploration is to encourage the congregation and friends of Grace United to expand their relationship with the Creator through discussion with others, exploration of the Bible and other faith records, and personal reflection. I experience this happening on a first-hand basis at the weekly Lunch Bunch Zoom gatherings. The weekly book club gathering and discussion also continues, online, on Monday evenings. Rev. Andrew instituted and spearheaded monthly Theology on Tap gatherings through the fall months, which deepened a sense of community and offered a place for lively discussion on a variety of spiritual topics. It is my hope and intention that this event continues to happen on a monthly basis, once Rev. Andrew returns.

Two of the Faith Exploration initiatives are conducted via Zoom. I am aware that Kevin graciously provides access to his own Zoom account for the Tuesday Lunch Bunch gathering and I believe the Monday evening Book Club also uses it. I would like to suggest that a Grace United Zoom account be budgeted for in the coming year as Kevin will be answering a call to serve another congregation later this spring. I am aware that Google Meets is part of the package that Grace United uses, but I understand that reviews of that program by our members have not been very positive. Perhaps the Board could weigh the pros and cons of these options.

The Season Of Lent begins February 22 (Ash Wednesday). A Lenten Study of some kind might be appropriate. I would be interested in hearing from the Board members and from individuals in the congregation in terms of a time for this. Would a regular Sunday brown bag lunch gathering after our worship service be a good time to hold a series of in-person study group sessions? Would the Annual Meeting interfere with that at all? We could skip that Sunday for the course - there are more than enough Sundays. My first choice would be to study, over the course of five Sundays or sessions, *The Last Week – A Day-by-Day Account of Jesus' Final Week in Jerusalem*, by Marcus J. Borg and John Dominic Crossan. Participants would need to purchase a copy of the book or find it in the library or through inter-library loan. I am prepared to lead the study.

Faith Travellers:

I have been preparing a program for each Sunday that is appropriate for children 3-11.

For the Christmas Eve worship service I had the honour and pleasure of presenting a Children's Story; a retelling of The Littlest Angel, illustrating the Advent celebration of Hope, Peace, Joy and Love.

Beginning with worship on January 1, I have been leading Children's Time (Time for the Young and Young at Heart). I have used this segment to promote, in an upbeat way, what the Faith Travellers program is all about, and have been giving the congregation a little story or commentary to go with the Gospel selection from the Common Lectionary for the day.

Currently, the Faith Travellers program is following the Common Lectionary Gospel readings, and consists of the oral retelling of the story, songs and games, lots of discussion and crafts. We are using the small Sunday School room. If there continues to be no intention to open the Nursery, I would like to explore the possibility of switching the two rooms. This would give us more room for the active games and a clean-up space (sink).

Attendance for the Faith Travellers program has been as expected: no attendees on January 1, three on January 8, ages 3,4 and 5, and on January 15, two siblings ages 8 and 11.

Submitted for the information of the Board,
Celia

From: Sheila Montero <administrator@graceunited.ca>
Sent: 16-Jan-23 11:25 AM
To: Bev Templar; John Sigerson; Paula Pound; George Flavell
Subject: Fwd: Organ

Hi All,

I am sending this to our musicians (Bev and John), our Board Chair and our Worship Team Chair.

It is a forwarded email from Don at Phoenix Organs.

He was in last week to get the organ back up and running yet again.

His email proposes an update at no expense to us.

Perhaps mention this at tomorrow's Board meeting?

Please let me know how I can help further.

Thanks,

Sheila

----- Forwarded message -----

From: Don Anderson <danderson41@cogeco.ca>

Date: Sun, Jan 15, 2023 at 10:04 AM

Subject: Organ

To: <administrator@graceunited.ca>

Hi Sheila,

Here is the information about the new organ system.

Don Anderson

Phoenix Organs

The recurrent problems with the organ at Grace United have been due to the failure of the Windows-based computer which produces the sounds. The computer runs on the popular American software called Hauptwerk which we began using over 5 years ago due to its exception sound quality. Failures have happened at other churches although not nearly as frequently as at Grace United so Phoenix Organs is no longer recommending this system for use in church organs. It is ok for home use if an organist knows computers and can deal with the hiccups. Unfortunately with this system we cannot permanently solve the problems as they are not under our control although we can usually solve them quite easily after they occur. Here in Peterborough we have been building organs for churches all over North America for 22 years and this type of problem has become a very expensive nuisance. Luckily only about 10 of our organs have used the Hauptwerk software and the rest use the older Phoenix system. Most of our Hauptwerk-based organs are in the eastern US including Peachtree Presbyterian in Atlanta, the largest US Presbyterian church, and a few churches in the Toronto area.

We are now fortunate to have a much more dependable technology available using the Raspberry Pi single board computers. These are amazing small computers developed at Cambridge University and manufactured in a Sony plant in Wales. The Raspberry Pi Foundation owns the company and it is a charitable foundation in the UK. These computers have proven dependability and are now widely used in industry. Two Raspberry Pi computers are even used at the space station. Over the past year we have adapted our own Phoenix organ software so that Raspberry Pi computers are now being used in our organs.

To eliminate any future failures at Grace we are offering to replace your existing computer with the Raspberry Pi system completely at our expense. The sound of the organ will be as good or better than at present after the new system is installed. The organ will look the same and play the same but will use less power to run as well as eliminate the two fans that are running constantly on the present computer.

The cost to Grace United will be nothing.

From: Sheila Montero <administrator@graceunited.ca>
Sent: 13-Jan-23 11:10 AM
To: George Flavell
Subject: Elvis Gospel/Pop Fundraising Concert

Hi George,

I received a call from Nigel Husing (905-376-6997; nigelhusing@gmail.com), who promotes Garry Wesley, an Elvis Impersonator.

He is touring in our area in May and would like to know if we are interested in booking him for a Gospel/Pop concert. Details are:

- 50 gospel/50 pop (not hard rock)
- they supply music, lighting, sound, posters tickets (suggested price \$20-25)
- we sell tickets, and promote it
- 50/50 split of proceeds

Please discuss with the Board and let me know.

Also, please let me know our guidelines for Fundraising efforts (i.e. what are we open to), so that I do not bother you too much with things we will not do! 😊

Thanks,
Sheila

THURS. MAY 4 - 7³⁰
SUN. MAY 7 - 7³⁰ 2 hour show.

From: Sheila Montero <administrator@graceunited.ca>
Sent: 12-Jan-23 1:03 PM
To: George Flavell
Subject: Fwd: Easter 2023 Fundraising Program
Attachments: Purdys-Seasonal-Fundraising-Catalogue-Easter-2023 (1).pdf; Seasonal-Fundraising-General-Order-Form-Easter-2023 (1).pdf

Hi George,
Not sure if this is something the Board may entertain.
Just passing it along for your information.
Thanks,
Sheila

----- Forwarded message -----

From: Purdys Fundraising <fundraising@purdys.com>
Date: Thu, Jan 12, 2023 at 1:00 PM
Subject: Easter 2023 Fundraising Program
To: <administrator@graceunited.ca>

Hello Sheila,

We are excited to contact you regarding our **Easter 2023 Fundraising Program** at Purdys Chocolatier. It's a fantastic program that lets you earn up to 25% Profit on tasty-gift ready Easter Chocolates! Check out our EGG-citing Easter 2023 catalogue [here](#) also our **Coordinator Success Guide** tab for useful materials, including sample messages to your supporters and tips on how you can reach your fundraising goals faster.

With our unique **Teams Feature**, it's easy to track your fundraising progress as an individual or as a group. To achieve higher sales and get the most out of your campaign try the "Teams" feature this season!

Ready to get started?

You may create your unique customer number and personalized webpage at www.fundraising.purdys.com

Returning for another Season?

You may log-in using your unique customer number and password directly.

Below are some highlights on how our **Easter 2023 Fundraising Program** works:

We have made some changes to our program which allows you to receive profit on orders as low as **\$100 pre-tax and shipping**.

TIERS	PROFIT LEVEL
\$100.00 - \$249.99	5 %
\$250.00 - \$374.99	10 %
\$375.00 - \$499.99	20 %
\$500.00 and up	25 %

- Minimum of **\$100** pre-tax per Campaign to process order and receive Profit Cheque
- Also you can earn additional rebates for orders over **\$4000** - 2.5% and over **\$8000** - 5%
- Using online tools to invite your Supporters to buy online
- Provide complimentary catalogues
- Supporters can place orders directly using their own credit card
- **1 Bonus Box** - 32 pc Milk & Dark Favourites per campaign order minimum \$500.00
- Easy online portal with a step-by-step tool to help boost your Fundraiser

Dates to remember for the Purdys **Easter 2023** Program:

- Deadline Submission Date: **March 27th , 2023**
- Delivery Dates: **March 6th – March 31st , 2023-** excluding weekends

The team at Purdys is looking forward to working with you this season! Please feel free to contact us if you need any further assistance or have any questions, we can be reached Monday to Friday from 8:00 am to 5:00 pm at #1-888-478-7397 Ext.1.

Thank you again for your interest in Purdys Chocolatier.

Regards, **If you require further assistance, please don't hesitate to call me back at 1.888.478.7397 Ext. (1) for Fundraising & Ext. (3) for Group Savings**

Warm Regards,

Afrin A.

Customer Service Representative, GNF

8330 Chester Street
Vancouver, BC
V5X 3Y7

Youth, Young Families, and Community Outreach Report – January 2023

As I prepare to look towards planning events and activities for Youth, Young Families and participate in Community Outreach, I am concerned with how financial challenges will affect my role at Grace United Church and my Supervised Ministry Education.

I am being hopeful that events with Youth and Young Families will continue to happen at Grace United Church, even if my Supervised Ministry Education was to end abruptly because of situations beyond my control.

I am also concerned with the conflict, strife, and division that I have heard about from members of the congregation that have approached me in the last few weeks after the announcement of financial difficulties. I know that there are members of Grace United that have expressed to me that unless these situations are dealt with, they will make the choice to leave Grace United Church where they feel these situations have affected the state of the church and its ability to function. Some of these members have mentioned to me of others that have already withdrawn from Grace United because of underlying tensions within the community.

I have had to reach out to Office of Vocations, (the delegation of The United Church of Canada that deals with ministry personnel from Candidates to Commissioned and Ordained personnel) to explain the situation at Grace, both financial and conflict management concerns that are affecting my Supervised Ministry Education.

I am scheduled for an interview with the Candidacy Assessment Board, on Monday January 23, 2023 as they want to be informed of my Supervised Ministry Education and are aware of situations going on at Grace United Church. I have also reached out to Regional Council to express my concerns and have been honest and upfront of every matter. All these levels of governance have to know if my Supervised Ministry Education is terminated before the maturity of its contract, what can be done for contingency plans so my last learning requirement and Ordination are not in jeopardy, and still can be completed.

I make you the Board of Governance at Grace United Church, aware of my response to these serious matters because I must be upfront and transparent with all levels of church governance, from the Denominational governance at the United Church of Canada, to the Congregational governance at Grace United Church, with the ramifications that all these matters hold towards my education, my Ordination and the folks who have expressed congregational concerns of Grace United Church. It is for the better interest of Grace United Church, that I urge you to comply to the recommendations of Rev. Darren Liepold who strongly urge Grace United Church Board of Governance to have a Conflict Management Team hired, to assess, and work towards resolution of all situations that are poisoning the community.

I hold in prayer the congregation and the Board of Management of Grace United Church as they face all the challenges before them. I continue to thank God for the opportunities provided to me to learn and work as Youth, Young Families and Community Outreach Minister at Grace United Church.

Kevin Fitzpatrick

January 13, 2023

To the Board of Management
Grace United Church.

During the past week I attended the first meeting of the new M & P committee. I was immediately dismayed at the direction this committee is taking.

After no less than 15 e-mails trying to steer me in their direction, I informed the committee to exclude me from further e-mails and meetings.

After much thought and prayer I came up with the following:

Being as the Chair of the Board of Management is an automatic member of all committees I feel it only fair that I submit this letter as my official resignation as Chair of the Board of Management. I am not taking my marbles and going home, as has happened to much lately at Grace.

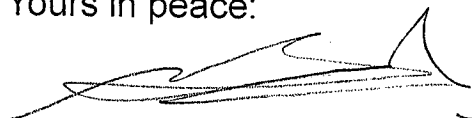
With board approval I will remain on as Board chair until the minute my replacement is approved.

Also, with Board approval remain on the board as Immediate Past Chair, a position I have be looking forward to.

I believe it would be for the better good if someone else on the board would be the contact person for the M & P committee.

I don't wish anyone ill will and I will continue to work at what I feel is right for the overall good of Grace United Church.

Yours in peace:

A handwritten signature in black ink, appearing to read 'George Flavell'. The signature is stylized with a long horizontal stroke and a small upward flick at the end.

George Flavell.