Squamish United Church Board Minutes
June 21, 2023 at 7:00 p.m.

Present: Bruce Larson, Cindy Roy, Trevor Harris, Glen Van Brummelen, Kathy Davies from PMRC

Absent: Kevin Haberl

1. Opening Prayer and Land Acknowledgment
2. Approve Agenda moved by Cindy, seconded by Trevor
3. Introductions with Kathy Davies- Kathy will be away in July. The other regional ministers will cover for Kathy if needed. First port of call is Nancy Talbot.
4. Approve May Minutes moved by Trevor, seconded by Cindy
5. Committee Reports
    a. Treasurer- see attached.
    b. Finance- Worship expenses for this summer should be under $4,000. When you look at Karen's salary and benefits-we save approximately $5,000 this summer.
    c. Worship- See attached
    d. M&P-May 19 Kevin and Glen met with Karen about the role of M+P, conducted an exit interview with Karen on May 22, there is a video for online training for M+P- Action: Kathy will send the link to Kevin and Glen. It's time to review salary for the church administrator-her anniversary is Aug. 1st.
    e. Pastoral Care-Has anyone checked in with Maureen Gilmore? Action: Bruce will call Grace and ask.
    f. Administrator- report submitted after the meeting
    g. MPS-see attached report
    h. Correspondence
6. Old Business
    a. A/V update-Tuesday, June 27th Nino will come do the install of new equipment. Let's explore locking either the sound room or the sound cabinet. We need to download a new app on the iPad. Need to get Karen's account off the iPad and get a new account attached.
    b. Facility rentals- The plan is to spend more time in July working on facility rentals. Action: Kathy has a two pager from CRA about rentals-she'll send to either Cindy or Bruce.
7. New Business

a. Card/gift for Cameron and Jessica- The Board will sign the card. Action: Trevor will ask Joanna if she has a photo we can frame for a gift.
b. VanCity approval signatures- Trevor will become an electronic signer for our accounts. We can consider adding Glen after August.
c. GIC's- 2 GIC's come up for renewal in mid-July. The trustees need some guidance from Finance about what to do with the GICs that are coming due. Bruce moved that we cash in one $10,000 GIC for the purposes of paying the strata bill and the AV bill, any money left goes in to the general account. Seconded by-Trevor. Motion-carried
d. Loose ends – what are we missing?
    i. We have a need for a couple of people knowing how to unlock the doors for meetings.

e. Bruce attended the online Jeff MacDonald workshop with PMRC about Part-time is Plenty. He has new research that has more Canadian data/examples. 60% of ministers in Canada would like to work part-time. Younger ministers may want shared ministry if working part-time for one church. To support lay committees, you need a pastor willing to be a coach and cheerleader.

8. Events
    a. Next Board Meeting-July 12, Glen will be in Langley, we may not have someone from the region so motions will be voted on by email.
    b. July 9th- Garden Brunch Fellowship at the church at 10:30 a.m. Encourage people to come whether or not they are easily able to bring food to share.
9. Closing Prayer (Kathy)
10. Adjourn Meeting moved by Glen, seconded by Bruce

Approved on: July 12, 2023

Bruce Larson, Chair *Cindy Roy, Secretary*

TREASURER'S REPORT FOR JUNE 21, 2023 BOARD MEETING

Financials

Our financial position for May is down somewhat over the previous month. Donations appear to be down but the reality is that the donations are fairly consistent each month. Some transfers are made at the end of a month for the next month but get counted in the month they are made. Rental income is higher than normal as May had been a busy month. Salaries and benefits are up as this was one of the pay periods with an extra week for wage employees.

Bank Signing Authorization

Most of our bills are currently paid by e-transfers. With Karen's departure and Heather Mann's move back to Ontario, Bruce and I will be the only two approvers for on-line banking. Each transaction requires two approvals. We require a third person to be set up with the bank as an on-line approver.

GIC'S

Two $10,000 GIC's come up for renewal on July 15. A decision needs to be made around the reinvestment or cashing of these GIC's. Two trustees will be required to meet with the account manager to complete this process.

Cindy Roy
Treasurer

Squamish United Church

Profit and Loss Last Month

May 2023

	TOTAL
INCOME	
500 Donations	
501 General Donations	4,805.00
510 Pastoral Care Donations	10.00
Total 500 Donations	**4,815.00**
526 Facility Donations	2,665.00
531 CUP Depreciation Fee	1,250.00
Total Income	**$8,730.00**
GROSS PROFIT	**$8,730.00**
EXPENSES	
600 Operating Expenses	
611 Website Expenses	25.13
612 Software	170.94
627 Office Cleaning	200.00
642 Facility Rental Expenses	125.00
689 UCC Annual Assessment	368.18
Total 600 Operating Expenses	**889.25**
660 Building Expenses	
665 Utilities	108.77
667 Strata Fees	614.50
668 Communications	92.75
Total 660 Building Expenses	**816.02**
670 Administrative Expenses	
672 Legal & Accounting	17.94
673 Service Charges	47.42
Total 670 Administrative Expenses	**65.36**
690 Worship Expenses	
694 Worship Labour Expense	335.00
Total 690 Worship Expenses	**335.00**
800 Ministerial Expenses	
802 Pastoral Care	12.69
Total 800 Ministerial Expenses	**12.69**
850 Salaries & Benefits	
851 Salary Expense	4,795.10
853 Employer-paid	995.88
854 Phone Allowance	80.00
855 Service Charges	28.58
Total 850 Salaries & Benefits	**5,899.56**
Total Expenses	**$8,017.88**
PROFIT	**$712.12**

Worship Committee Report for the Board, June 21, 2023

The worship committee now has 5 lay members: Julie Larson, Louise Martin, Arlene Ingraham, Arlene Robinson, and Olga Khodyreva. We have filled most of the summer worship with a blend of supply ministers and congregational-led services. The tentative calendar for worship can be found below this report.

We are off to a fairly strong start for congregational-led services with 13 people attending church on June 11 and 16 people on June 18.

Under the direction of Arlene Robinson with assistance from the Worship Committee and UCW, a service and reception of celebration for Karen's ministry at SUC was held on June 4th. Several friends of the church and people who have worked with Karen in the community attended this event.

On July 9, the Worship Committee will host a potluck Brunch at the church starting at 10:30 a.m. This fellowship event will be worship for the morning. Please encourage people to attend whether or not they are able to bring food to share. UCW will provide coffee and tea and the Worship Committee will provide a little bit of food.

Our July 16th worship will include a good-bye to Joanna Schwartz. We anticipate a few words during the service and a cake reception following the service. UCW will provide coffee and tea. The Worship Committee will provide cake.

Sunday	Worship Leader
Sunday, June 11- Reflection from PMRC	Julie , Arlene Ingraham
Sunday, June 18 Creation Spirituality 1	Louise, Arlene R Arlene R
Sunday, June 25th	Hymn Sing Service- Arlene R, Julie L, Susan M and Grace H
Sunday, July 2	Don Lawton-sermon, worship committee to do rest of service
Sunday, July 9	Potluck Brunch at SUC starting at 10:30 with coffee
Sunday, July 16	Anna S. Christie annasophiachristie@gmail.com Communion-Anna will do the full service
Sunday, July 23	Rob Folkenberg- the reflection, with other pieces done by worship committee
Sunday, July 30	Geraldine from the Bahai Faith- reflection with other parts of the service done by the worship committee

Sunday, Aug. 6	
Sunday, Aug. 13	
Sunday, Aug. 20	
Sunday Aug 27	Rob Folkenberg-full service
Sunday, Sept 3	Daniel Martin (from the PMRC list- a student) -full service DMartin@united-church.ca>

Ministerial Profile and Search Committee (MPS) report for the Board, June 21, 2023

Committee members: Julie Larson-chair, Vicki Haberl-tentative secretary, Elizabeth Kerr-communications, Julie Murakami- profile formatting, Trevor Harris, and Arlene Robinson

MPS met with Shannon Tennant from PMRC on June 5th. Shannon walked us through some decision making about how to operate as a committee and how to get started creating the church profile.

MPS is planning to meet on June 22, June 29, and July 6th.

We have two goals for these meetings.

- First, is to create a position description for a "long-term" supply minister to lead worship and provide some pastoral care from after Labour Day through Christmas or until we call a new minister. This will be a 12-20 hour a week position depending on availability. According to PMRC, 12 hours covers preparing and participating in worship. Any additional hours would include attending Board and Trustee meetings, meeting with worship and pastoral care, and providing some pastoral care.

- Second, we hope to tackle most of the church profile in these three weeks, consulting with others in the church as needed. We will assess where we are in the process on July 6th and continue meeting as needed. Our profile needs to be approved by the Board before being sent to PMRC for approval and posting on Church Hub. Our position description for our next minister is not posted until the profile is approved. Shannon feels fairly confident that we can find our new minister to start shortly after Christmas.

Secretary Report June 2023

Elaine Graham

Thank you to the worship committee for being so prompt with all the worship and enews information. That is a big help.

Upcoming July Rental Information

We have some one time renters booked in July. There is a choir coming from Quebec on July 4th, Helping Hands has booked a 2 day educational workshop July 17,18; there is a reception booked on July 21st and Step Out is hosting a day camp the week of July 24-28

Enliven, the Presbyterian Church and the 7th Day Adventist will continue meeting throughout the summer.

In the fall Step Out will be renting space on Mondays, Tuesdays and Wednesdays.

Thank you,

Elaine