



God is calling us to be an evolving community of faith inspired to embrace our future as we;

- Deepen our commitment to each other*
- Nurture our spiritual vitality and growth*
- Live a life of loving influence in the world.*

PRESENT: Rev. Joe Gaspar, Rev. Heather Power, Kathy Shortt, Jennifer Allan, Maureen Crawford, Jack Reynolds, Don Linkletter, Jim Bowman, Rob Vanderlinden

REGRETS: Karen Schertzberg, Kathy Hagedorn Hehl

OBSERVERS/GUESTS: Liz Forde, Barb Leask

1. Opening Prayer and Lighting of Candle Rev. Joe Gaspar

2. Reflection Maureen Crawford shared her transplant story and finished by reading the Desiderata.

3. Agenda: Additions and Approval

Motion by Rob Vanderlinden to accept the agenda. **Seconded** by Maureen Crawford. **Carried.**

4. Approval of Minutes of September 17, 2019 Church Council Meeting

Motion by Jim Bowman to accept the September 17, 2019 Council Minutes. **Seconded** by Don Linkletter. **Carried.**

5. Liaison Reports

Community Liaison Report Maureen Crawford

Inclusive

Liz Ford attended the Council meeting and spoke about the meaningful work that is being accomplished by the Inclusive Committee. The committee's work is being appreciated by our community at large and, in particular, by members of the LGBTQ+ community. Many appreciative comments have been received. The committee is planning a pot luck supper on Saturday, October 19th. (See Council Minutes for details)

No Reports are available from the remaining committees - other than the Inclusive Committee.



Development Liaison Rob Vanderlinden

Christian Education

- The curriculum sent by the Stewardship committee is being used Sunday mornings until the first week of November.
- Young Family Halloween Party is on Saturday October 26th at 5:30 pm
- Planning for the kid's Christmas Pageant is under way. It will be in the service Sunday December 15th during Children's time.

Worship

- Worship/Music Calendar

October 2019		Preaching
6 th	Inspired to Give Stewardship Program week 1 —Worldwide Communion Sunday (grace style-in the pews)	Joe.
13 th	Inspired to Give Stewardship Program week 2 —Thanksgiving Sunday—Baptism very likely	Joe
20 th	Inspired to Give Stewardship Program week 3—Interactive Reflection	Joe
27 th	Inspired to Give Stewardship Program week 4 —Anniversary Sunday (61 years)—Stewardship Lunch	Heather

November 2019		Preaching
3 rd	Inspired to Give Stewardship Program week 5	Joe
10 th	Remembrance Sunday—Faith Formation Town Hall	
17 th	Children's Sunday—	Heather
24 th	Reign of Christ—	Joe

December 2019		Preaching
1 st	Advent 1-Hope-Communion (response style-come forward)	Joe
8 th	Advent 2-Peace—Interactive Reflection— One December Night?	Joe
15 th	Advent 3-Joy—White Gift?—Pageant?—	Heather
22 nd	Advent 4-Love—Longest Night Service	
24 th Tues	Christmas Eve—7 pm-Family Service-Pageant?/Christmas-10 pm-Communion Service (response style-come forward)	
29 th	1 st Sunday after Christmas-Joe or Heather away.	

Related to Worship Schedule:

- The current plan is for Heather to deliver the sermon once a month.



- Year-long overview
January: A sermon series on “Community and Change” will cover four weeks.
February: Black History Month; Lent begins; Ash Wednesday service will likely be at Parkminster for Waterloo United Churches.
March: A sermon series on “Deep Listening”.
April: Holy Week; Easter is April 12th, may have a sunrise service if there are enough volunteers and interest
May: likely a new members service; Asian Heritage month; on the 24th Joe and Heather will both be away at a meeting, so will need a sub
June: Music Sunday likely the 14th; Picnic; Indigenous Sunday
- One December Night may be on the 8th rather than the 15th. Still to be firmed up.
- Labyrinth walk in September was attended by about 13 people, who gave positive feedback. Considering doing a winter and spring one.

Connections Liaison Report (Don Linkletter)

Nominating Committee (Mary Reynolds)

The Nominating Committee (Mary Reynolds, Liz Forde, Jeanne Foster, Barb Wynne, Jean Wilson, Kathy Shortt, Rev. Joe and Rev. Heather) is now back in action, determining which positions need to be filled in time for the Annual Congregational Meeting, and finding candidates for those positions. The search continues to find someone to fulfill the Treasurer’s role. As well, with Maedith Radlein now a non-resident of Waterloo, her vacant position as Past Chair of Council needs to be filled. Committee Chairs will be asked to let the Nomination Committee know of any upcoming vacancies, and to, themselves, identify possible replacements for anyone leaving their committee.

A New Audio-Visual Committee is about to be activated with nine volunteers – some new, some experienced, and some needing additional training. John McMullen and Terry Ridgway will be doing the training in October and December.

Joe Gaspar expressed thanks to Mary Reynolds for pulling together the audio-visual team to support the AV needs on Sunday

Membership and Pastoral Care (Sheril Stinson)

The blessing of the prayer shawls brought awareness to the special work of our prayer shawl knitting group with 19 prayer shawls being distributed after the worship service.

The ‘Two by Two’ teams will be meeting this month.

Audio-Visual volunteers and trainers have been identified.... (See last paragraph of the preceding report)



Our Oct. 1st speaker from the Alzheimer's Society provided some tips for consideration in making our church more dementia friendly. We would like to talk about some of these potential initiatives and potential play at the November Church Council meeting (if there is space available on the agenda).

Communications

Presently, Laura Mutton is fulfilling the role of our church Administrative Secretary on an interim basis. The church office is now open for business from 10 AM 'til 3 PM Tuesday through Friday. Cliff Snyder of 10 AM Media has said he is willing to help with the set up of our new Website whenever we are ready. We are still waiting to hear when Melanie Chisholm will be able to resume her duties.

Motion by Jim Bowman to accept the Liaison reports. **Seconded** by Don Linkletter. **Carried.**

6. BUSINESS ARISING FROM THE MINUTES

a) Jim Bowman reported on the following *Trustee Motion* from their last meeting:

"Motion by Ted Oldfield to communicate to Church Council that the trustees of PUC are in support of the Edge Phase One project and would agree to make trust funds available in the amount of \$3,500 if needed.

Seconded by Jeff Stacey. **Carried**

b) **Electronic Motion** shared with council. (Kathy Shortt)

Motion by Jim Bowman that Council approve the following people as the Project Committee to work with EDGE on a development strategy: Clare Klingenberg, Bruce Mutton, Heather Power, Bert Blackburn, Terry Ridgeway, Ron Usaty, Andrea Gaspar, Kathy Shortt, John Watson, Rob Hehl, and Jeff Stacey. **Seconded** by Rob Vanderlinden. **Carried**

c) **Financial Committee Recommendations/Brief Update** Maureen Crawford/Rev. Heather Power

- Have decided to put this initiative on hiatus until the EDGE project is done; can look at other opportunities for growth
- Emerging Spirit email
- Broadview has article on speaker series
- 80% of church growth is personal invitation - most people stay because they were personally invited to attend church or to an event
- Like Facebook page and your friends will see and could be an engaging way to share who might read it and attend
- **Jack Reynolds indicated he is willing to start and run a speaker series; Jack will bring a plan back to the November meeting**



d) Inspired to Give - Kathy Short

- Over 100 people signed up for luncheons
- Feeling is one of positivity not a negative feeling about being asked for \$\$
- It is about celebrating the good work that people are doing
- Cost of luncheons is approximately \$10/pp + pizza/juice for kids

Motion by Maureen Crawford that Council send a request to the Trustees for funds to cover the “Inspired to Give” luncheon costs for Oct 19 and 27. **Seconded** by Jack Reynolds. **Carried**

Rob MacQueen and the Committee are looking for help

- Write thank you cards at end – Oct 28-Nov 5
- Volunteers for cards – Kathy Shortt, Jennifer Allan, Maureen Crawford
- Make phone calls to thank attendees after luncheons and to return response cards
- Volunteers for phone calls – Kathy Shortt, Maureen Crawford

Committee Visit – Liz Forde from Inclusive Committee

What are your hopes for the work your committee is doing?

We are very well known as an inclusive church in the community

Work of the Inclusive Committee is done mostly by the committee

Still a mild rumbling in the congregation about being inclusive (i.e., why don't we have a Canadian flag?)

Even if just one person's life is improved, the work of the committee is so worth it

What would Parkminster look like if your committee accomplished everything you want to accomplish?

The Committee would not need to be here

Is there something that is holding back the work of your committee?

The congregation still doesn't have total comfort with someone who is a little different

There is a bit of hesitation; not everyone is happy that we are Inclusive

How can Council help?

Having a potluck on Saturday; very few from Parkminster are at the potluck

Come to the potluck and bring a friend

Saturday at 6pm; eat 6:30pm; speak at 7:30pm

How do you feel your committee is fulfilling our Mission Statement?

The Committee is the mission statement

Kathy Shortt will write an article in the next newsletter to clarify why we cannot fly the Canadian flag and Pride flag on the same flagpole

Maureen Crawford will talk to Bert Blackburn about how to go about including a paragraph in the rental agreement about who we are and the values by which we live and work; renters will need to consider whether they are able to abide by our values as well



a) Road Sign Update Kathy Shortt

Laura Mutton is working on the event and program messages going on TV screen and Sunday announcement powerpoint; will be working on road sign next

b) Faith Formation – Rev. Joe Gaspar and Rev. Heather Power

- Collecting surveys
- Nov 24th will have Round Table discussion after service

A recommendation will be brought to Council

NEW BUSINESS

7. Financial Report - Jack Reynolds

Balance Sheet

a. We have \$280,000 in our chequing and savings accounts. Of that..

-\$144,000 is money we are holding for the externally funded refugee sponsorships for which we have oversight and banking responsibilities.

-\$114,000 is designated for benevolent, CE, capital, outreach and Parkminster refugee sponsor purposes.

b. Our reserve is now \$17,400, down from \$64,800 at the start of the year.

Revenue & Expense Statements

1. Offerings are down by \$4,800 vs this time a year ago.
2. Notwithstanding revenue of only \$1,700 from food trucks (after the 50/50 split with Outreach), Special Event revenue was up considerably due to the \$6,000 from the auction in the Spring.
3. Other Income and associated expenses were down vs 2018 ytd because of labyrinth and students grants in 2018.
4. Total revenue, net of expenses, is down by \$1,800 vs 2018.
5. Expenses are \$29,000 higher than 2018. The deficit increased in September by \$8,400, bringing the ytd deficit to \$51,500.
6. Nevertheless, if we receive a substantial donation that I've been told is coming, there is a possibility that we could end the year with a deficit that is less than the \$24,000 budgeted.
7. Facility costs are up vs 2018 due mainly to roofing and sound system costs. However, the variance will be reduced in October. On Gregg King's advice I am moving the roofing expense to the capital fund.
8. Salary and benefit costs are up by \$20,000 vs 2018, reflecting salary increases, Heather's return to work, and the increase from 25 to 30 in Melanie's hours. Our salary costs have been reduced by about \$1,000 during the time that Marilyn Hill has been filling in for Melanie,

Motion by Jim Bowman to accept the September 2019 financial reports. **Seconded** by Maureen Crawford. **Carried.**



8. Faith Formation Rev. Joe Gaspar and Rev. Heather Power

- Collecting surveys
- Nov 24th will have Round Table discussion after service

Will bring recommendation to Council

9. A.O.B

Maureen brought forward a recommendation for Council consideration on behalf of the Liaisons: That the three Liaison positions be changed. They would become Council Members at Large for a two-year term.

Liaison Rationale:

- Liaisons feel they aren't reporting much from committees
- Council Bytes takes care of communication back to committees
- Liaison reports sometimes aren't back to committees until next meeting; Liaisons feel it is after the fact and not sure how helpful it is
- Liaison position was originally developed to represent three areas (connections, community, development) on council because the committee chairs would no longer be at the table; committee chairs seem to be less concerned about this now
- With the proposed approach, Liaisons can represent the whole congregation
- Are congregation members comfortable going to council members with their concerns or feedback?
- Committees are getting asked for items on the agenda twice; once from chair once from Liaison

Discussion:

- Jim - Perhaps have 3-year terms with new person cycling in
- Kathy - It is important that council has information from committees
- Jack - perhaps the Liaison role is not needed at all; perhaps the chairs or some of them should come back to the table
- Barb - as chair of Governance Committee, noted that with past structure Council was unwieldy; did a lot of investigating and found out what other organizations did; Liaison role was meant to overcome objections of feeling excluded

Council will consider this and come back for further discussion next meeting.

10. Closing Prayer

ADJOURNMENT

Meeting adjourned at 7:59 p.m. .

NEXT MEETING: November 19, 2019 @ 6:30 p.m.



Kathy Shortt, Chair

Kathy Hagedorn Hehl, Secretary

Attachments:

- 1) Financial Reports (3)

Secretary's Initials_____



September 2019 Revenue Statement vs Budget

				Jan - Sep 19	Budget	\$ Over Budget	% of Budget
		Income					
		Endowment Fund Transfer		2,900	2,900	0	100%
		Offerings		184,664	183,069	1,595	101%
		Other Income		5,965	5,300	665	113%
		Rental Income		13,745	13,500	245	102%
		Special Events		7,589	6,800	789	112%
		Total Income		214,863	211,569	3,294	102%
		Cost of Goods Sold					
		Event Expenses		2,581	2,550	31	101%
		Total COGS		2,581	2,550	31	101%
	Gross Profit			212,282	209,019	3,263	102%
		Expense					
		Facilities		22,594	15,260	7,334	148%
		Ministry Expenses		8,938	10,485	(1,547)	85%
		Office and Administration		12,801	12,870	(69)	99%
		Other Expenses		0	540	(540)	0%
		Salaries and Benefits		210,033	212,024	(1,991)	99%
		UCC Assess Fee		9,469	9,469	0	100%
		Total Expense		263,835	260,648	3,187	101%
Net Income				(51,553)	(51,629)	76	100%



Sept. 30, 2019 Balance Sheet

				Sep 30, 19
ASSETS				
	Current Assets			
		Chequing/Savings		
			Chequing account	21,189
			Savings account	258,750
		Total Chequing/ Savings		<u>279,939</u>
	Total Current Assets			<u>279,939</u>
TOTAL ASSETS				<u>279,939</u>
LIABILITIES & EQUITY				
	Liabilities			
		Current Liabilities		
			Other Current Liabilities	
			Due to Benevolent Fund	7,023
			Due to Capital Fund	48,762
			Due to CE Fund	2,472
			Due to G5 Misc Refugee Support	2,425
			Due to G5/SAH Dabab	36,338
			Due to G5/SAH Mhd Talal Arab	34,060
			Due to G5/SAH Mohamad Alshaar	35,213
			Due to G5/SAH Yasin Alabdullah	36,216
			Due to Outreach Fund	23,812
			Due to Parkminster Refugee Fund	30,165
			Due to Parkminster Resettlement Fund	1,300
			Extension Council loan	7,105
			HST Payable	2,285
			Total Other Current Liabilities	<u>267,176</u>
		Total Current Liabilities		<u>267,176</u>



	Total Liabilities				267,176
	Equity				
		Accumulated Reserves			17,360
		Change in Accumulated Reserves			46,957
		Net Income			(51,552)
	Total Equity				12,765
TOTAL LIABILITIES & EQUITY					279,941



September 2019 Revenue Statement YTD vs 2018

				Jan - Sep 19	Jan - Sep 18	\$ Change
		Income				
			Endowment Fund Transfer	2,900	2,900	
			Offerings	184,664	189,504	(4,840)
			Other Income	5,965	10,561	(4,596)
			Rental Income	13,745	14,829	(1,084)
			Special Events	7,589	3,981	3,608
		Total Income		214,863	221,775	(6,912)
		Cost of Goods Sold				
			Event Expenses	2,581	7,649	(5,068)
		Total COGS		2,581	7,649	(5,068)
	Gross Profit			212,282	214,126	(1,844)
		Expense				
			Facilities	22,594	15,846	6,748
			Ministry Expenses	8,938	9,745	(807)
			Office and Administration	12,801	10,800	2,001
			Other Expenses		899	(899)
			Salaries and Benefits	210,033	189,110	20,923
			UCC Assess Fee	9,469	8,411	1,058
		Total Expense		263,835	234,811	29,024
Net Income				(51,553)	(20,685)	(30,868)