



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, Jack Reynolds, Don Linkletter, Jim Bowman, Rob Vanderlinden, Kathy Hagedorn Hehl, Karen Schertzberg, Barb Leask-Wynne, Jennifer Allan, Maureen Crawford

REGRETS: Jim Bowman, Debbie Miethig, Rev. Joe Gaspar, Rob Vanderlinden

OBSERVERS/GUESTS: Rob Hehl, Richard Jackson

1. Opening Prayer and Lighting of Candle Rev. Heather Power

2. Welcome Kathy Shortt

3. Reflection Kathy Hagedorn Hehl
A Normal Day: Mary Jean Irion

4. Agenda: Additions and/or Approval

Motion by Jack Reynolds to accept the agenda. **Seconded** by Jennifer Allan. **Carried.**

5. Approval of Minutes of January 21, 2020 Church Council Meeting

Motion by Barb Leask Wynne to accept the January 21, 2020 Council Minutes. **Seconded** by Don Linkletter.
Carried.

6. Liaison Reports

Community Liaison Report Maureen Crawford

Inclusive- Saturday, Feb. 29th is the next potluck. Aging with Pride is the topic. The Gay Men's Social group has been very successful and is growing in number of participants.

Resettlement- The committee has put everything on hold as there hasn't been any word yet. The committee would like to attend Council's March meeting.

Property- No report

Outreach- The Potato Blitz went very well. Dorothy Duxbury has resigned from the committee. We thank her for her service. Plett Meal-Solidarity Soup lunch will be on March 1st.



Development Liaison Rob Vanderlinden

Stewardship

No Report

Christian Education Worship Worship & Music Calendar

February 2020		Preaching/ Notes
23 rd	Scouting Sunday	Joe
25 th Tues	Pancake Supper—Tentative, Looking for volunteers	
26 th Ash Wednesday	Shared Service-Parkminster hosting.	

March 2020		Preaching/ Notes
1 st	Lent 1—Listening for the Soul—Communion (grace style-in the pews) Beginning of a series on the art and technique of deep listening as a spiritual practice. Based on the work of Parker Palmer	
6 th Fri	World Day of Prayer-Parkminster not hosting	
8 th	Lent 2—Listening for the Soul—Interactive Reflection	
March Break 16 th -20 th		
15 th	Lent 3—Listening for the Soul	
19 th Thurs	Spring equinox-Labyrinth walk focusing on the spirituality and life lessons of the spring season.	
22 nd	Lent 4—Listening for the Soul	

Secretary initials ____



29 th	Lent 5—Listening for the Soul	
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Connections Liaison Report (Don Linkletter)

Communications (Melanie Chisholm)

The division of duties between Melanie managing/updating the online calendar and syncing it with the main reservation calendar (on the wall near the church office) and Kathy Shortt managing/updating the content of the Website is working very well. Everything is being kept up to date.

Having our rental application online has prompted a few more enquiries.

Our Erb St. road sign has led to some newcomers joining groups – as a result of their reading the sign.

Nominations (Mary Reynolds)

Nothing new to report since February Council meeting. Anticipating submitting complete report at ACM.

Membership and Pastoral Care (Sheril Stinson – with notes from Mary Reynolds))

The Newcomers Lunch is being planned for March 8th (following worship service). It will be a light lunch and will provide an opportunity for new people to meet and get acquainted with other new people as well as with Rev. Heather, Rev. Joe, Neil Murray and Kathy Shortt – as well as members of the committee. It will be an informal gathering during which a short tour of the church will be offered to any who are interested.

Brochures (recently prepared by Rev. Joe and Rev. Heather) outlining 'opportunities for involvement' will be made available to all. Approximately 37 new people (4 couples with young children & babies, 8 single people, 1 mother and her daughter, plus a couple who are planning to be married this summer) have been invited. This will be a great opportunity for our newer people to experience the hospitality, support and welcome of this faith community.

Guarantor (Resettlement) Update

Motion by Don Linkletter that Council approve the signing of a lease by a named Guarantor on the basis that the Guarantor will be fully indemnified by the church for any claims based on the guarantee. The Resettlement Committee will hold back \$5000 of the monies raised to be used for future house repairs as needed in our term of sponsorship. The Resettlement Committee will ensure that tenant liability insurance is in place. **Seconded** by Barb Leask Wynne. **Carried.**



Discussion

-discussed by Trustees

-Rob Hehl approached our insurance broker

-Parkminster policy can't be extended to the tenant unless the church is the lessee

-make sure we have the appropriate liability insurance in place

Rob Hehl will follow up on the insurance and will communicate with the resettlement committee.

Motion by Jennifer Allan to accept the Community and Connections liaison reports and the updates from Rev. Heather Power regarding Worship. **Seconded** by Maureen Crawford. **Carried.**

7. BUSINESS ARISING FROM THE MINUTES

Faith Formation Proposal - Rev. Heather Power and Rev. Joe Gaspar

- That a "Spiritual Exploration Working Group" be established as a Pop Up Committee that would report to the Community Liaison on Council (as per the constitution). Invitations to be issued to those who responded positively to the survey question about serving on a committee.
- That the Ministers work with the SEWG to plan, encourage and develop spiritual exploration opportunities for adults in the congregation taking into consideration the survey results and the gifts and energy of the congregation members and staff.
- That this arrangement be reviewed and evaluated in a year's time.

Motion by Jack Reynolds that Council adopt the recommendations as outlined in the Faith Formation/Spiritual Exploration at Parkminster Consultation Results and Proposal. **Seconded** by Jen Allan. **Carried.**

8. NEW BUSINESS

a. Finance Report- Jack Reynolds

January financial statements were provided to and accepted by Council.

Revenue exceeded expenses in January by \$7,000, reflecting results from the Inspired to Give program, and several large donations which came via the UCC Foundation.

Jack Reynolds indicated that he is hopefully for equally positive results in February.



Jack commented on a number of other issues:

1. A thank you to all those who play a role in the church's financial affairs--**counters** John & Susan Bain, Ron Usaty, Ted Oldfield, Steve and Sarah Quanz, Amanda Kalbfleisch and Cedric Charette, Jim Bowman and Bill Spall, Bud Adams and Marilyn Hill; **envelope steward** Barb Leask; **Finance Committee members** John Dippell, Barb Leask, Heather Watts and Don Pendlebury; **envelope administrator** Marilyn Hill; and **year-end reviewer and tax receipt guru** Greg King.
2. That the charity return required by CRA is ready to mail after approval of the financial statements at the annual meeting; and that financial data is ready for submission to UCC with respect to the assessment fee.
3. That 2020 salary increases, retroactive to January 1, will be effective with the pay of February 29. Jack reported staff have had a 15% increase in their long term disability premium, and the church faces a 9.5% increase in group insurance premiums paid on behalf of staff.
4. Matters are in hand for transitioning the Treasurer's job to Gregg King.
5. That Council members are urged to attend the Parkminster speaker event on Feb 23 and to encourage others to attend.

Motion by Maureen Crawford to accept the January 2020 financial statements. **Seconded** by Barb Leask Wynne. **Carried**.

b. **Office Administration Update** Karen Schertzberg

Barb Leask Wynne and Karen Schertzberg met to revamp the job description (add/subtract jobs). Karen Schertzberg asked that people focus their requests for office administration help to Monday, Tuesday and Wednesday and limit requests on Thursday and Friday as those are very busy days in the office.

c. **Police Checks - Barb Leask Wynne**

As part of our constitution, anyone who works with the vulnerable sector needs to have a police check every 3 years. In the past we haven't paid for the police check, but if it is a problem for anyone, we would pick up the cost.

Liaisons will communicate to the chairs of Pastoral Care, Resettlement, and CE that everyone working with a vulnerable population must ensure they have a police record check. Chairs of the mentioned committees will check with volunteers to ensure it has been completed. Barb Leask Wynne will provide instructions (e.g., forms are submitted to the Chair of Council and they are kept confidential). Any new chairs should be provided with lists of volunteers and dates of their last check.



Jennifer Allan will put together a package for our new and returning council members and committee chairs containing volunteer policies, constitutions...conflict resolution document

d. 2020 Disbursement from the Memorial Fund - Rob Hehl

-number of components to the transfers from endowment funds to operating funds (ie., card ministry, housing, memorial fund, inspired to give)

-plan to disperse 4.1% of fund this 2020 year

-balance is 6920\$ (a little over 4.1%)

Discussion

See pg 20 of the Annual Report 2019 for details of the distribution

e. The Band Concert - Kathy Shortt

The Band would like to run a fundraising concert for John Watson's Nicaragua Project on the evening of April 4. John started his trips to Nicaragua with TCOW in 2011. Since 2012, return trips have continued. They have included house construction in different neighbourhoods, rebuilding of desolate schools at coffee plantations in the mountains of northern Nicaragua and the construction of classrooms for a private, bilingual school in a remote community. There have been over 120 non-resident volunteers working directly on construction sites established through the Nicaragua Project. This does not include the countless volunteer hours by locals and an estimated 100 workers from the communities who are paid from funds raised for the projects. As well as TCOW participants in 2015, Barb Monteith was part of one trip and Bud Adams has been on two. Beginning with the "return" trip in 2012, it is estimated they have fully or partially supported the construction of over 25 houses, two community centre projects and three schools.

Motion by Jack Reynold to approve the band's fundraising concert on April 4, 2020 in support of John Watson's Nicaragua Project. **Seconded** by Don Linkletter. **Carried**

f. Newsletter - Jennifer Allan

-lots of articles, but Jennifer Allan is putting out a final request for other articles

-at least a 6 page newsletter so far

-if anyone recalls any article suggestions from previous meetings let Jennifer know

g. Retiring Members of Council - Kathy Shortt



People retiring from Council: Kathy Hagedorn Hehl, Jim Bowman, Deb Miethig, Don Linkletter, Rob Vanderlinden, Jack Reynolds

Kathy Shortt shared the following words:

“I would like to thank you all for your dedication to Parkminster. Parkminster could not survive without the leadership that people like you provide. You have shown up time and time again. As Brene Brown says, “You have been in the arena!” You have had the dedication to read and prepare for meetings, the reliability to show up to meetings and the courage to enter the tough conversations. I have enjoyed working with you and I appreciate what you have done. So on behalf of Parkminster and on behalf of myself, I thank you! In keeping with the upcoming Easter theme, as a token of our appreciation, I am giving you “Good Egg Awards” because you are all GOOD EGGS!”

9. A.O.B

Are the renters very clear on our policies? (ie., affirming, and earth stewards)

Maureen Crawford reminded us that before Christmas, Pastoral Care presented the idea of bringing in a group of actors re: a play about dementia. From property’s point of view it is quite complicated; however, Maureen Crawford and Rev. Joe will pursue this idea for perhaps next year. It would be better to coordinate this play with another congregation.

10. Closing Prayer

Rev. Heather Power echoed Kathy Shortt’s sentiments and added her personal thanks to departing Council members, along with Rev. Joe’s.

ADJOURNMENT

Meeting adjourned at 7:30 p.m. .

NEXT MEETING: March 17, 2020 at 6:30 p.m.

Kathy Shortt, Chair

Kathy Hagedorn Hehl, Secretary

Attachments:

- 1) Financial Reports (3)
- 2) Faith Formation/Spiritual Exploration

Secretary initials _____



Revenue Statement January 2020 vs 2019

				Jan 20	Jan 19	\$ Change
		Income				
			Offerings	31,924	18,508	13,416
			Other Income		27	(27)
			Rental Income	2,360	2,180	180
			Special Events	310		310
		Total Income		34,594	20,715	13,879
		Cost of Goods Sold				
			Event Expenses		350	(350)
		Total COGS			350	(350)
	Gross Profit			34,594	20,365	14,229
		Expense				
			Facilities	1,656	4,303	(2,647)
			Ministry Expenses	369	594	(225)
			Office and Administration	1,174	2,209	(1,035)
			Other Expenses		20	(20)
			Salaries and Benefits	24,310	23,663	647
		Total Expense		27,509	30,789	(3,280)
Net Income				7,085	(10,424)	17,509



Balance Sheet January 2020

					Jan 31, 20
ASSETS					
	Current Assets				
		Chequing/Savings			
			Chequing account		41,248
			Savings account		299,745
		Total Chequing/Savings			340,993
		Accounts Receivable			
			Accounts Receivable		30
		Total Accounts Receivable			30
	Total Current Assets				341,023
TOTAL ASSETS					341,023
LIABILITIES & EQUITY					
	Liabilities				
		Current Liabilities			
			Other Current Liabilities		
			Accrued Expenses		328
			Due to Benevolent Fund		9,679
			Due to Capital Fund		50,383
			Due to CE Fund		6,078
			Due to Outreach Fund		11,311
			Due to Parkminster Refugee Fund		30,456
			Due to SAH Dabab		36,486
			Due to SAH Mhd Talal Arab		34,207
			Due to SAH Mohamad Alshaar		35,361
			Due to SAH Mohammad Al		36,364



				Adawi	
				Due to the Local Fund	11,856
				Extension Council loan	0
				HST Payable	2,501
			Total Other Current Liabilities		265,010
		Total Current Liabilities			265,010
	Total Liabilities				265,010
	Equity				
		Accumulated Reserves			17,360
		Change in Accumulated Reserves			51,568
		Net Income			7,086
	Total Equity				76,014
TOTAL LIABILITIES & EQUITY					341,024



Revenue Statement January 2020 vs budget

				Jan 20	Budget	\$ Over Budget	% of Budget
		Income					
			Offerings	31,924	25,100	6,824	127%
			Other Income	0	500	(500)	0%
			Rental Income	2,360	2,000	360	118%
			Special Events	310			
		Total Income		34,594	27,600	6,994	125%
		Cost of Goods Sold					
			Event Expenses	0	320	(320)	0%
		Total COGS		0	320	(320)	0%
	Gross Profit			34,594	27,280	7,314	127%
		Expense					
			Facilities	1,656	2,020	(364)	82%
			Ministry Expenses	369	1,195	(826)	31%
			Office and Administration	1,174	1,345	(171)	87%
			Other Expenses	0	0	0	0%
			Salaries and Benefits	24,310	23,900	410	102%
		Total Expense		27,509	28,460	(951)	97%
Net Income				7,085	(1,180)	8,265	(600%)



Faith Formation/Spiritual Exploration at Parkminster Consultation Results and Proposal

Prepared by Rev. Joe Gaspar and Rev. Heather Power

Survey Background

- The congregation was invited to participate in a survey (web-based and paper) in the fall to gauge their interests and opinions about faith formation/spiritual exploration at Parkminster.

Consultation Summary

- A congregational consultation was held on Sunday January 26, 2020 after worship where nine people attended. We've settled on three main takeaways from the consultation.

I. Move from calling this ministry "Adult Education" or "Faith Formation" to "Spiritual Exploration". It was felt that this terminology is more expansive and invitational, giving room for exploration beyond traditional Christian practices and communicating a tone of experimentation and play in the faith journey.

II. Although certain themes emerged in the survey in terms of interests (i.e. climate, living one's faith) and structure (i.e. weeknight small groups at the church) those gathered felt that it was important to try various topics and approaches in a spirit of experimentation to see what works in engaging people.

III. The group emphasized the need to be flexible and to look for and encourage congregation lead spiritual exploration initiatives (i.e. book studies, small groups) in managing this ministry. It was felt that this could be accomplished without a formal committee being established for spiritual exploration, thus freeing up members to pursue their interests in this area.

Recommendations

- That a "Spiritual Exploration Working Group" be established as a Pop Up Committee that would report to the Community Liaison on Council (as per the constitution). Invitations to be issued to those who responded positively to the survey question about serving on a committee.
- That the Ministers work with the S.E.W.G. to plan, encourage and develop spiritual exploration opportunities for adults in the congregation taking into consideration the survey results and the gifts and energy of congregation members and staff.
- That this arrangement be reviewed and evaluated in a year's time.