

**MINUTES OF THE MEETING OF THE BOARD OF
SOUTHMINSTER-STEINHAUER UNITED CHURCH**

DATE: June 18, 2019 – 7 P.M.

LOCATION: YOUTH LOUNGE

		Present	Absent
Chair	Donna Maskell	x	
Vice-Chair	Jacob Kellerman	x	
Secretary	Sandra Hildebrand	x	
Treasurer	Kim Boyes		x
Ministry Team	Nancy Steeves		X
	Christopher New	x	
Congregational Care	Sandra Hildebrand	x	
Finance/Stewardship	Bill Hibbard	x	
Ministry & Personnel	Warren Fisher	x	
Outreach		x	
Property Maintenance	Andrew Redeker		X
Trustees	Ernie Boruk	x	
Spiritual Gatherings	Charles Bidwell	x	
Affirm	Janet Campbell	x	

1.0 Call to Order

Donna Maskell called the meeting to order at 7 p.m. with words of welcome and acknowledged guests, Marg Hetherington, Maie Kellerman and David Mayor. Jacob Kellerman was welcomed back from recent health challenge.

2.0 Opening

Chris New led the board and guests in a discussion and sharing of thoughts around the past and present of SSUC. This conversation provided insight on many fronts and will lead to further discussion in

September 2019 as we move into the future.

3.0 Adoption of Agenda for June 18, 2019 (Revised version attached – Appendix A)

MOTION: To adopt the revised agenda to read 7.0 Marg Hetherington will speak to Outreach and Maie Kellerman will speak to Housing

Moved: Bill Hibbard

Seconded: Janet Campbell

Carried

4.0 Adoption of Minutes of April 16, 2019

Amend 9.0 motion to read Property Maintenance rather than Management

MOTION: Minutes of April 16, 2019 be adopted as amended

Moved: Jacob Kellerman

Seconded: Bill Hibbard

Carried

5.0 Matters Arising from Minutes

Board Terms of Reference - as finalized and approved April 16, 2019 have been distributed for information

Revision to March Board minutes - the following motion was presented to clarify the intent of the original March 5, 2019 motion.

MOTION: That ministerial staff compensation levels effective January 1, 2019 be set at a 0% increase for Rev. Nancy Steeves and a 2.8% increase for Rev. Christopher New. This motion supersedes the motion of 9.0 passed at the March 5, 2019 SSUC board meeting and is meant to reflect Rev. Nancy Steeves desire to reduce the compensation differential.

Moved: Warren Fisher

Seconded: Janet Campbell

Carried

6.0 Treasurer's Report – Bill Hibbard for Kim Boyes (Appendices B and C)

MOTION: To receive the financial report as at May 31, 2019

Moved: Bill Hibbard

Seconded: Ernie Boruk

NEW BUSINESS

7.0- Committee Updates

Outreach: Marg Hetherington provided an in-depth and detailed account of the various Outreach activities recently and currently underway. In particular, she highlighted the significant positive results of the Make Tax Time Pay program headed by Chona Aguilar for the past couple of years. Marg will ensure a summary of this program's results on behalf of the taxpayers as well as a thank you to Chona will be provided in an upcoming e-Messenger. Marg emphasized the need to honour and celebrate the various SSUC Outreach programs and the many who are involved.

Affordable Housing: Maie Kellerman will be the conduit for queries and communication related to this project. She reported SSUC is still awaiting a response from the Northern Spirit Region regarding the possible disposition of a portion of the SSUC property as efforts continue to move forward with this project. The query schedule previously provided by Bill Hibbard will continue to be utilized by the housing team to facilitate and track input and responses.

Affirm: Janet Campbell provided a brief update on the SSUC Affirm plans for the second Sunday brunches which will most likely be held quarterly rather than monthly as well as plans to include brunch speakers on relevant Affirm topics. The National Affirm conference is to be held at Hillhurst United in Calgary this summer and it was noted there may be funds in the Mary Thomas Fund to provide conference attendance assistance. Janet plans to attend and notes there will be further conference details in the e-Messenger.

Spiritual Gatherings: Charles Bidwell reported a need for more members for the team. He also reported a task group is in place in terms of plans to advance the replacement of the large hall flooring and the installation of an inside labyrinth in that room.

8.0- Going Forward

Garage Sale Future: David Mayor and Sandra Hildebrand outlined the need for assistance seeking new leadership for this annual fundraising event with the expectation there will be others to take on this role by the end of 2019.

Affordable Housing Query – Bill Hibbard's query from the March meeting regarding the spreadsheet of queries and responses will be addressed by the information to be shared as noted in the Affordable Housing item.

How to Help Populate Committees – to be addressed in further discussions related to the ideas

shared under the Opening by Chris New.

9.0- Update Memorandum of Understanding with SSUC Saskatoon

Chris reported the second MOU has now been reviewed by both the Saskatoon and Edmonton groups and will be brought to the September board meeting to be approved and signed.

10.0- Town Hall May 19, 2019

Donna reported the notes from the May 19, 2019 Town Hall gathering as distributed with the agenda are for information only. The next Town Hall is scheduled for October 20, 2019.

11.0- Further Business


Sandra confirmed that going forward the first draft of the meeting minutes will be sent to all board members for their review and input.

Next Meeting

- **September 17 Full Board**

Adjournment: 9:00 p.m.

Moved: Bill Hibbard



Chair, Donna Maskell



Secretary, Sandra Hildebrand

AGENDA

MEETING OF THE BOARD OF SOUTHMINSTER STEINHAUER UNITED CHURCH

TUESDAY JUNE 18, 2019 1900 HOURS YOUTH LOUNGE

No.	Agenda (Revised)	Presenter	Reference
1	Call to Order	Donna Maskell	
2	Opening	Chris New	
3	Adoption of Agenda		
4	Adoption of Minutes of Board Meeting of April 16, 2019		
5	Matters Arising from Minutes of Apr 16 Board Terms of Reference Revision to March minutes (9.0)	Chris New Donna Maskell	Final Distributed Possible Motion
6	Treasurer's Financial Report	Bill Hibbard	Distributed Prior
	<u>New Business</u>		
7	Committee updates Outreach Housing Affirm Spiritual Gatherings	Marg Hetherington Maie Kellerman Janet Campbell Charles Bidwell	
8	Going Forward Garage Sale Future Affordable Housing Query How to Help Populate Committees	David Mayor and Sandra Hildebrand Bill Hibbard Discussion	
9	Update - Memorandum of Understanding: SSUC Saskatoon	Chris New	
10	Town Hall update	Donna Maskell	Distributed
11	Any further business		
12	Next Meeting (Sept 17) and Adjournment	Donna Maskell	

	A	B	C	D	E	F	G	H	I
1	Southminster Steinhauer United Church								
2	Income Statement 2019-01-01 to 2019-05-31					Month	5		
3					Prorata	Budget			
4					Budget	2019	Notes		
5	REVENUE								
6									
7	GIVINGS								
8	Local		148,895.30						
9	Loose		1,565.10						
10	M & S		13,058.00						
11	Outreach		0.00						
12	Sundry		140.00						
13	Non-Receiptable - Other Sources		360.07						
14	TOTAL GIVINGS		164,018.47		168,333	404,000			
15									
16	OTHER REVENUE								
17	Interest		0.00		21	50			
18	Fundraising		14,899.75		10,417	25,000			
19	Sundry		0.00		3,417	8,200	incl Groc. Cards		
20	Extra Loan Payment Revenue		0.00		0				
21	Facility Rental		20,369.95		14,583	35,000			
22	Grants		4,000.00		0	0			
23	TOTAL OTHER REVENUE		39,269.70		28,438	68,250			
24									
25	TOTAL REVENUE		203,288.17		196,771	472,250			
26									
27	EXPENSE								
28									
29	OPERATING EXPENSE								
30	Furniture & Equipment	1,502.20							
31	Photocopier Lease, Usage Cost	2,557.75							
32	Supplies	1,256.33							
33	Telephone	1,256.50							
34	Sundry	467.05							
35	Office Expenses Sub-Total		7,039.83		4,188	10,050			
36	Bank Charges		568.06						
37	PayPal Fees		8.70						
38	Taxes		0.00						
39	Insurance		2,393.75						
40	Maintenance		16,775.60		23,250	55,800	incl. taxes		
41	Power	3,245.37							
42	Water & Sewage	2,680.02							
43	Natural Gas	2,658.52							
44	Utility Sub-Total		8,583.91		7,500	18,000	taxes deducted		
45	Board Expense		0.00		104	250			
46	Trustees		0.00		42	100			
47	Finance Committee		398.66		729	1,750			
48	Ministry & Personnel		0.00		21	50			
49	Archives		0.00		63	150			
50	Extra Loan Payments		0.00						
51	Long Term Principal	7,598.85							
52	Long Term Interest	703.25							
53	Mortgages Sub-Total		8,302.10		8,333	20,000			
54	TOTAL OPERATING EXPENSES		44,070.61		44,229	106,150			
55									
56									

	A	B	C	D	E	F	G	H	I
1	Southminster Steinhauer United Church								
2	Income Statement 2019-01-01 to 2019-05-31				Month	5			
3					Prorata	Budget			
					Budget	2019	Notes		
57	PERSONNEL EXPENSES								
58	Minister 1		47,347.12						
59	Minister 2		42,960.97						
60	Administrative Assistant		18,450.43						
61	Contract Communications Coordinator		2,000.00						
62	TOTAL PERSONNEL EXPENSE		110,758.52		110,398	264,955			
63									
64	COMMUNITY PROGRAM								
65	Spiritual Gatherings	1,099.47							
66	Music	0.00							
67	Worship Sub-Total		1,099.47		2,083	5,000			
68	Congregational Care		490.32		438	1,050			
69	Website		0.00		521	1,250	Incl. iivestream		
70	Publicity		716.14		4,583	11,000			
71	Observer		0.00		1,042	2,500			
72	Earth Charter		0.00		208	500			
73	Social		0.00		83	200			
74	TRC Response Group		0.00						
75	TOTAL COMMUNITY PROGRAM		2,305.93		8,958	21,500	Op. Caring to Outreach		
76									
77	DEVELOPMENT PROGRAM								
78	Adult Programming	230.46			198	475			
79	Midweek Programming	484.64			1,875	4,500			
80	Youth Programming	0.00			833	2,000			
81	Summer Programs	0.00			198	475			
82	kidSPIRIT	727.82			417	1,000			
83	Congregational Development Sub-Tota		1,442.92		0				
84	Affirm Initiatives		100.00		83	200			
85	TOTAL DEVELOPMENT PROGRAM		1,542.92		3,604	8,650			
86									
87	OUTREACH PROGRAM								
88	Bissell Centre	3,000.00							
89	Families/SW Community Needs	1,149.55							
90	Operation Friendship	3,500.00							
91	Operation Friendship - Casseroles	0.00							
92	Inner City High/Duggan Elem.	500.00							
93	Social Justice/Kairos	0.00							
94	Winspear Special Fund (E4C)	0.00							
95	Food Assistance	0.00							
96	Affordable Housing	5,000.00							
97	Indigenous Initiatives	500.00							
98	Project Sub-Total		13,649.55		15,458	37,100			
99	ICPM Lunch		617.45						
100	M & S Expense		12,500.00		13,750	33,000			
101	TOTAL OUTREACH PROGRAM		26,767.00		29,208	70,100	incl. Op Caring		
102									
103	WIDER CHURCH								
104	Presbytery / Conference		7,022.94		7,083	17,000			
105	TOTAL WIDER CHURCH		7,022.94		7,083	17,000			
106	TOTAL EXPENSE		192,467.92		203,481	488,355			
107	NET INCOME		10,820.25		-6,710	-16,105			
108									
109	Generated On: 2019-06-13								

	A	B	C	D
1	Southminster Steinhauer United Church			
2	Balance Sheet As at 2019-05-31			
3				
4				
46	Special Events		7,494.83	
47	Youth Helping Youth Fund		558.84	
48	Camperships Fund		20,273.60	
49	Memorial Funds		9,185.71	
50	M. Thomas Memorial Fund		500.87	
51	Labyrinth Fund		9,520.00	
52	Bequests		14,000.00	
53	Debt Servicing Fund		2,550.00	
54	Caring Fund		889.59	
55	Facility Improvement Fund		2,060.79	
56	Church School Givings		190.00	
57	TOTAL SPECIAL FUNDS		412,243.88	
58				
59	LONG TERM LIABILITIES			
60	Presbytery Long Term Loan		52,043.59	
61	TOTAL LOANS		52,043.59	
62				
63	TOTAL LIABILITY		467,608.31	
64				
65	EQUITY			
66				
67	EQUITY AND SURPLUS			
68	Equity in Land	288,588.53		
69	Equity in Building	1,831,515.69		
70	Equity in Furnishings	83,414.98		
71	Total Equity in Fixed Assets		2,203,519.20	
72	Equity in Membership		5,984.33	
73	Equity in Patronage Payment		64.69	
74	Previous Year Surplus/Deficit		115,692.65	
75	Current Earnings		10,820.25	
76	TOTAL EQUITY AND SURPLUS		2,336,081.12	
77				
78	TOTAL EQUITY		2,336,081.12	
79				
80	LIABILITIES AND EQUITY		2,803,689.43	
81				
82	Generated On: 2019-06-13			