

**EXETER UNITED CHURCH
LEADERSHIP TEAM
AGENDA**

Meeting Held: June 23, 2021 7:00 pm via ZOOM

1. Check In/Opening Prayer
2. Approve Agenda
3. Approve Minutes of Leadership Team Meeting
May 20, 2021
4. Matters Arising
 - (a) Nominations
 - (b) Church Hub - Church Profile & Living Faith Story
 - (c) Community of Faith Self-Assessment
 - (d) 2020 Audit - completed?
 - (e) LED light in social hall
5. Finance & Stewardship Report - F&S Update / 2021 May Statement
- Donation to The Healing Fund?
6. Trustee Report
 - (a) Boiler Inspection
 - (b) Insurance Renewal
7. UCW Report
8. Ministry & Personnel Report
- Pulpit Supply during Sabbatical
9. Office/Communications Report and Correspondence
10. Spiritual Care Connectors
10. Minister's Report
11. New/Other Business

Next Meeting: September 22, 2021 @ 7:00 p.m. via ZOOM

**EXETER UNITED CHURCH
LEADERSHIP TEAM
MINUTES
Meeting Held: May 20, 2021 7:00 pm via ZOOM**

Present: Alice MacLean, Joan Kammerer, Ann Johns, Stephen Platts, Joanne Bowen, Rev. Laurie O'Leary

1. **Check In/Opening Prayer** - Joanne welcomed everyone and Rev. Laurie provided an opening prayer.

It was agreed that we would work with the consensus model other than motions for financial matters/other matters requiring motion.

Focus Question: What is the mission of the church?

Spiritual literacy; looking at other faiths to see the differences and the similarities.

How do we continue to meet the needs of the people in the building?

How do we take the church to where the people are? Take it out to the community - open arms, open hearts, open spirit.

Adapt. Mission determines ministry.

Remember the larger community - what can we do? Church has become a 'consumer' service.

We will need to work hard when we are back to in person worship to get our people back.

Query was made about whether action had been taken to find a new music director?

Response was no action taken; unsure of when we might be able to sing again.

2. **Approve Agenda** - The Agenda was approved as presented by consensus.

3. **Approve Minutes of Leadership Team Meeting - April 29, 2021**

The minutes of April 29, 2021 were approved as presented by consensus.

4. **Matters Arising**

(a) *Nominations* - The names of Barb Passmore Rau and Patti Down were noted as possibilities for Leadership Team members. Joanne will be in touch with them.

(b) *Church Hub - Church Profile & Living Faith Story* - Work continues on this and the information being gathered through the phone calls to the congregation will also be of benefit.

(c) *Community of Faith Self-Assessment* - This item is deferred until after the Church Profile & Living Faith Story is completed and approved.

(d) *2020 Audit* - Ann confirmed that the audit remains outstanding and that Lynn would be following up. Bob Pooley has also expressed concern and would like his books back on behalf of the Trustees.

5. **Finance & Stewardship Report - F&S Update / 2021 April Statement**

(attached) Ann reviewed the Financial Update as well as the update that will appear in the upcoming newsletter to the congregation. The balance between words and numbers for the congregation was discussed in order to provide the best and clearest information.

MOTION that the Finance & Stewardship Update and April Financial Report be accepted as presented.

6. **Trustee Report**

- (a) *Boiler Inspection* - nothing new to report
- (b) *Insurance Renewal* - The renewal date is June 1, 2021. Joanne has received correspondence to the effect that the renewal may be delayed, however, coverage would continue in place.

7. **UCW Report** - Ann confirmed that it is still anticipated that the UCW will participate in two Farmer's Markets in the fall. Joanne will confirm to hold the vendor spot.

8. **Ministry & Personnel Report**

The 2nd Draft of the Workplace Discrimination, Harassment, Violence Prevention Policy was provided.

MOTION to approve the Workplace Discrimination, Harassment, Violence Prevention Policy as presented.

Ann Johns / Stephen Platts
CARRIED

Joan will provide a copy to Heather in the office to print and post.

9. **Office/Communications Report and Correspondence**

Heather has begun the telephone calls to congregation members. These are proving to be very rich conversations.

10. **Minister's Report** - Rev. Laurie confirmed that she attended the Western Ontario Waterways regional council meeting which was very fruitful and informative. She encouraged the Leadership Team to investigate Rural Connect with Southampton United Church as a possibility during her upcoming sabbatical.

Rev. Laurie is preparing a newsletter to the congregation that deals with her sabbatical and what it means for the congregation.

11. **New/Other Business**

Ann advised that in speaking to Bob Pooley about the necessary Trustee funds transfer, he was concerned about whether the Trustees were aware of the social hall LED lights as a capital expense and wondered who approved the expenditure. Rev. Laurie will look in to this and report back at the next Leadership meeting.

12. **Adjournment** - The meeting adjourned by consensus at 8:00 p.m.

Next Meeting: June 23, 2021 @ 7:00 p.m. via ZOOM

To: Exeter United Church Leadership Team

From: Finance & Stewardship Team

Date: June 23, 2021

Subject: Financial Update

Financial Update:

Refer to the following document which shows our financial position as of end of May.

- 2021 May Statement.pdf

May Actuals Highlights:

- Income higher than estimate due to local giving's of \$3,165 (estimated \$2K)
- Received CEWS benefit for Apr (\$5,772.33), qualified for May CEWS
- Expenses lower than estimate due to lower property costs (hydro, repairs, maintenance, or cleaning supplies)

Projected a financial outlook based on the following:

- Minimal church use, no worship services until Oct 3 then resuming like Oct-Dec 2020, no choir/music director
- May CEWS (\$5,772.33), no CEWS for any other remaining months
- Giving's will meet budget for the rest of year due to regular communications asking for giving's and a direct to household custom communication in the fall
- No Vista or Rental income, \$4K from the UCW (2 Farmer's markets held) and \$1K from Fundraising in Dec
- Minimal repairs & maintenance and cleaning supplies from June through September
- Additional 9 Sundays for pulpit supply in Oct-Dec (4 were already budgeted, 13 needed)
- Defer UCC Assessment payment (\$10,821) until December, Treasurer honorarium paid in December

Financial Projection:	Jan. Actual	Feb. Actual	Mar. Actual	Apr. Actual	May Actual	Jun. Estimate	Jul. Estimate	Aug. Estimate	Full Year Estimate
Income	12,846	7,560	8,755	12,224	14,377	21,077	12,875	12,175	185,906
Expenses	15,242	15,104	16,019	8,952	14,108	15,185	13,922	15,092	197,420
Excess Income / Expenses	(2,396)	(7,544)	(7,265)	3,272	269	5,892	(1,048)	(2,918)	
YTD Excess Income / Expenses	(2,396)	(9,940)	(17,205)	(13,933)	(13,664)	(7,772)	(8,820)	(11,738)	(11,514)
Temporary Funds						10,642	-	-	-
Adjusted YTD Excess Income / Expenses						2,870	1,822	(1,095)	(871)

Summary / Comments

- Can stay within our \$30,000 operating loan limit through to end of year based on deferral of UCC assessment & local giving's from June to December meeting budget.
 - Jun: \$6K, Jul: \$6.7K, Aug: \$6K, Sep: \$8.5K, Oct \$8.9K, Nov: \$9K, Dec: \$27.5K
- Additional giving's / income (over budget amounts above) needed to close the expense gap (\$11,514)
- Ron Godkin has completed the audit and financials confirmed accurate.
- Cheque to return temporary Meat Pies funds not being cashed, to minimize operating loan interest.

Respectfully submitted,

Ann Johns, Chair, Finance & Stewardship Team

Minister's Report
to Leadership Team

23 June 2021

- attend Huron Shores United Church Council Meeting as Pastoral Charge Supervisor
- facilitated Southwestern Ontario Candidacy Board business meeting and candidate interviews
- co-facilitated National Candidacy Board ZOOM gathering
- confirmed request from Exeter Villa for outdoor worship
- communication with Stephanie Dodds & Scott Varley regarding baptism of Jack Varley
- attended Atlantic School of Theology webinar - Decolonizing Theology with Nestor Medina
- weekly preparation, recording and presenting Words of Care
- weekly preparation, recording and presenting worship videos, audio recording for SermonbyPhone
- pastoral calls and administration
- attend Huron Shores United Church Congregational Meeting as Pastoral Charge Supervisor
- Emergency Pastoral Care for Vacation in August:
Tom Dunbar and Wendy Noble
- Pulpit Supply for Vacation in August:
Kate Monk, Trish MacGregor and Roxanne Bale
- Emergency Pastoral Care during Sabbatical:
Louise vonMassow (Thames Road Elimville UC)
Kate Ballagh-Steeper (Lakeshore UC)
Cathy Larmond (Clinton UC) and Jacob Shaw (Villages UC)

Rev. Laurie

July 7 - leading outdoor worship service at Exeter Villa

July 11 - baptism of Jack Varley (Scott Varley / Stephanie Dodds)