EXETER UNITED CHURCH LEADERSHIP TEAM MINUTES

ZOOM Meeting Tuesday, January 17, 2023 @ 7:15 pm

Present for the meeting Pastor Paul Vollick, Ann Johns, Alice MacLean, Stephen Platts, Larry Wein and Laurie Johnston (recording secretary)

Regrets: Shirley Hayes

# Check In / Opening Prayer

Ann Johns welcomed everyone to the meeting, and it was decided Ann would act as chairperson. Pastor Paul opened with prayer.

# Approve Agenda

The agenda was approved as presented. Agreement received that approvals for all decisions will be made by consensus.

# Approve Minutes of Leadership Team Meeting – November 23, 2022

The minutes of the Leadership Team Meeting for November 23, 2022 were approved by consensus.

# Finance and Stewardship Update

Ann Johns reported the 2022 December income was approximately $6,000.00 less than budget with snow removal and fuel expenses higher than estimated. The current outlook is for 2022 income to exceed 2022 expenses by approximately $6,800.00 with the final amount confirmed in February once all end of year expense invoices have been received.

Ann Johns reported the 2023 budget was developed based on using 2022 actuals and assuming Pastor Paul Vollick will be on contract for the full year with pulpit supply used for the other worship services. This version has an income in excess of expenses by approximately $20,000.00. The final version will be recommended in February once the UCC assessment is made available. This assessment is expected to be less than the 2022 amount. Any change in insurance will not impact the budget gap as the same insurance amount is use for income and expenses.

# Operating Update

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# South Huron Arts Centre

# Ann Johns reported winter programs will begin next week (week of Jan.22). A watercolour painting class has been scheduled for Saturday March 24 and Sunday March 25 as this was the only time the instructor was available. Ann indicated she informed Deb Homuth that rooms should not be planned for use on Sunday mornings without approval in advance. For this class, it was decided by consensus we will not use the Social Hall on the morning of Sunday, March 25

# Ann reported the South Huron Community Theater group will be performing Nunsense in the Sanctuary on Friday, April 21 and Saturday, April 22 at 7:30 pm. Practices will be held in the Sanctuary on Thursday evenings starting April 19.

Ann reported the kiln will be moved to the northeast corner of the Social Hall based on direction from the Fire Inspector who inspected all of our facilities last fall.  No issues were found during this inspection.

Ann reported the SHAC board has requested support in principle for a pottery studio to be built in the two rooms on the west side of the basement.  This will be a 3-year project to be funded by grants.  Ann reported she, Ken Coates and Don MacAffrey met with Deb Homuth on January 12th to discuss this project.   She indicated Ken and Don provided their support.  Ann asked for confirmation of Leadership Team support.  Agreed by consensus to support this project with inclusion of a requirement for dust containment to prevent dust from being tracked into the rest of the facility.  Ann confirmed she will be asking for support from the Trustee’s as well.

# Capital Projects

Ann Johns reported detailed specification documents were provided to W.H. Smith Construction by the Architect firm in mid-December for estimating.  An estimate has not yet been received.   Ann confirmed once an estimate is received, capital project funding raising will be kicked off and she will be seeking volunteers to assist with this.

Ann reported Ken Coates and Don McCaffrey confirmed proceeding with replacement of external sanctuary doors without any reduction / change in door opening sizes so that sanctuary capacity is not impacted.  She indicated Ken and Don agreed to contract with W.H. Smith Construction for this project (for doors and sill) with the Property Team dealing with the minor repairs needed to the cement steps.  Ann indicated this project will also be included in the fundraising.

**Spiritual Care Connectors**

Ann Johns reported there are currently 8 people who are Spiritual Care Connectors, and no guidance / contact has been made with this team in the last 4-5 months.  She indicated one member has requested information on what to share be provided on a regular basis.  Another member has asked for her calling list to be reduced.   Pastor Paul indicated he will schedule a face-to-face meeting with this team in April.  Agreed by consensus to reach out to this team to provide an update on appointment of Pastor Paul Vollick and availability of pastoral care, to solicit their feedback on how things are going, and to share the plans for a meeting in April.  Ann agreed to contact this group.

# Office Communication

Laurie Johnston informed us that both the Exeter Friendship Group and the Healthy Lifestyles Group have been advised that if their meetings conflict with SHAC programs, they would have to agree to another meeting room if available or cancel conflicting meetings.

# Minister’ Update

Pastor Paul confirmed he will chair a meeting of the Trustees which will be scheduled by Ann Johns.  He confirmed he plans to also request a meeting with the Property Team.

Pastor Paul shared he toured the entire church building and would like to see basement rooms cleaned up so there are more meeting rooms available.

Pastor Paul indicated he plans to be in the office each Wednesday and one additional day on the weeks he is not leading the worship service.

Pastor Paul confirmed Tom Ladenback has volunteered his time (his gas will be paid for) to make a trip to Exeter to set up the equipment needed for recording worship services.  Tom recommends a camcorder be used as this enables recording in other places as well as zoom in and out.  Pastor Paul indicated total cost was estimated at $750.  Ann Johns confirmed this is included in the 2023 budget.

**New / Other Business**

The Annual Meeting has been scheduled for Sunday, April 23 during the Worship Service with Pastor Paul Vollick leading the worship service.

**Meeting Adjourned at 8:45 pm.**

**Next meeting will be on Tuesday, February 21, 2023 at 7:00 pm via ZOOM.**