**Council Meeting**

**Mill Woods United Church**

Tuesday May 28, 2024

**7:00 PM in the Church sanctuary**

***We are a spiritual community where you can explore your purpose and place***

**Working Together: Holy Manners**

* + - Honesty, forthrightness, not holding back in our interactions
		- Listening with respect and sensitivity, even if we disagree
		- Respecting confidentiality
		- Giving everyone a chance to contribute
		- Remain open-minded
		- Be open to debates and different perspectives
		- Once a decision as a group is made, it is vital we all support that decision
		- Remember we are speaking for people who appreciate diverse styles of ministry and have different faith perspectives
		- Support the growth and development of leadership within our group
		- We each bring our own perspective to Council and represent some portion of our church community

**Present:** Carol Hickmann (Chair and Building Use), Rob McPhee (Past Chair), Rev. Dr. Dale Johnson (Minister), Carla Janzen (Congregational Care), Carol Reid (Member-at-Large), Gary Boswell (Property), John Mair (Chair Elect and Ministry & Personnel), Lindy Mair (Member-at-Large), Randy Round (Finance), Enid Oldham (Member-at-Large), Elfrieda Penner (Worship and Recording Steward)

**Regrets:** Lane Borstad (Member-at-Large), Terry Staley (Member-at-Large)

1 **Gathering time**

* 1. Welcome and Holy Manners: Carol Hickmann
	2. Prayer: Dale Johnson

2 **Housekeeping and Follow-up**

 2.1 Changes to the agenda: add 2.5 Spring Craft Market report

 2.2 Approval of minutes of April 23, 2024: **(Attachment 1)**

**Motion 24/25-10: That the minutes of April 23, 2024 be accepted as presented.**

* **Moved by Enid Oldham, seconded by Carol Reid**
* **Carried**
	+ Note: Following the April 23, 2024 Council meeting, the ideas generated at this meeting were brought together and formed the basis of what was shared with the congregation and included in Rev. Dr. Dale Johnsons’ employment agreement. These finalized expectations for our minister for the next two years are in the Addendum at the end of these minutes.

2.3 **Final Report:** Spring Soiree: Saturday April 27, 2024 - John Mair

* Very successful fun event
* Over 130 people attended, 25 baskets were donated for the silent auction, over a dozen different performers, plenty of food
* $4750 were raised
* May do this again in two years

 2.4 **Bread Run ordering processes / progress to date** – Rob McPhee

* Numerous special funds were set aside to support the Bread Run: at Christmas, Easter, the Soup Bowl Project, the jewelry sale, donations from Epcor and others.
* Expenditures included a breakfast at Christmas for Bread Run users, cooler repair, food purchases to supplement the gleaned food.
* Celia Conway and Stephan Blake have bought groceries on Mondays to be distributed at Bread Run. They have also evaluated various wholesale sources and have ordered a 6-week supply from Sysco, a wholesale food distributor; this has been delivered and sorted into 6 one-week supplies. In June they will reevaluate this process for cost-effectiveness and quality.

2.5 **Spring Craft Market report** – Cathy Bayly

* The 11th edition of the Spring Craft Market took place on Saturday, May 11th, 2024 from 10 to 4 p.m. We confirmed invitations to 43 vendors who would be located on the main and the lower floors of the Church with table rental values nearing $3000.00. Donations at the door were close to $400.
* We operated a cafe on the main floor for customers to purchase snacks and beverages

which had a profit of about $500.00 and was co-ordinated by Kathy Poechman and

Heavenly Hospitality. Also on the main floor was the Plant Sale co-ordinated by Linda

Baker and Lynda Parry with plants sourced from Kuhlmann’s Greenhouse selling

hanging baskets, patio pots, tomatoes, annuals and herbs that realized a profit of

$559.00. All of the plants were sold within 2 weeks of the Market. On the lower floor,

Sherry Alstad organized a free children’s planting activity in which 27 children

participated.

* Mason Langstone sold cold beverages from his trolley again this year sharing

some of his profit with a charity. Our vendors are also a charitable group that donate

their products for the door prizes that are given out hourly during the event. This year

we made 15 gift bags with 1 to 3 items in each bag to give away.

* It is our volunteers that really make the Spring Craft Market so successful with over 45

people signing up to do jobs before, during, and after the Market. Thank you so much.

We are so grateful for our volunteers who show up every year to make the day a

success. Thank you to Lane Borstad who created an amazing floor plan for both levels

of the Church building and to Mary-Anne Janewski who handled all things technical and

was a social media guru for the past two months. Our Church staff members, Liliana

and Bruce are always making us look good!

* Unfortunately, the weather presented us with an incredibly smoky day which

lowered the attendance significantly and 3 street signs have gone missing from where

they were installed this year. If anyone happens to find some stray signs, please bring

them back home!! See you next year on May 10th, 2025.

3 **New Business**

3.1 **Updating Authorized Servus Signing Officer signatures** – Randy Round

**Motion 24/25-11: It is moved that Wanda Egilsson be removed from the list of authorized signing officers for Servus Credit Union accounts.**

* **Moved by Randy Round, seconded by Carol Reid**
* **Carried**

**Motion24/25-12: It is moved that John Mair be added to the list of authorized signing officers for Servus Credit Union accounts.**

* **Moved by Randy Round, seconded by Carla Janzen**
* **Carried**

**Background**

It is prudent to periodically review the need for changes to the list of authorized signing officers for Mill Wood’s accounts at Servus Credit Union. It is appropriate to conduct a review following the confirmation of Council members at an Annual Congregational Meeting.

The current authorized signing officers are Carol Hickmann, Rob McPhee, Randy Round, Wanda Egilsson and Gordon Hodge. It is proposed that Wanda be removed from the list and that John Mair be added.

 3.2 **Faithful Footprints Program (Attachments 2, 3, 4)**

**Motion 24/25-13**: **That Mill Woods United Church submit an Expression of Interest to apply for the Faithful Footprints grant program to reduce our carbon footprint. This would include the ASHRAE level 1 free audit and seeking out advice from the Grant Manager Stephen Collette.**

* **Moved by Carla Janzen, seconded by Lindy Mair**
* **Carried**

**Background**

The United Church of Canada (UCC) [Faithful Footprints](https://www.faithfulfootprints.org/)program offers grants, tools and inspiration to help its congregations reduce their carbon footprint. With UCC’s commitment to reducing its greenhouse gases (GHG) emissions 80% by 2050, this one-of-a-kind program offers up to $30,000 in grants towards energy conservation and renewable energy projects (conditions apply).  The expectation is that the church match whatever $ amount they apply for. This amount can include combined federal, provincial and municipal grants. It can also include free services such as a contractor giving a portion of their time or at a cut rate.

[Faith & the Common Good](https://www.faithcommongood.org/) is the delivery partner for UCCs Faithful Footprints program.  To date, they have engaged over 200 UCC congregations, camps, and buildings across the country. Your participation in the program puts your faith into action and helps UCC reach its target.

Committee:

Lane Borstad, David Borynec, Carla Janzen, Tracy Tomkins, David Janzen, Rob McPhee

Information:

Energy Efficiency Qualifiers & Decarbonization Qualifiers

<https://www.faithfulfootprints.org/faithful-footprints-grants>

Article in Broadview magazine April/May issue: Perspective page 53

3.3 **Northern Spirit Regional Council June 1 church service** – Carol Hickmann

* Mill Woods United Church was asked to host this celebration of NSRC becoming an Affirming Council and the ordination of a new minister, including communion.
* Doors will open at 12:30, the program will run from 2 to 4 p.m.
* Everyone in the Northern Spirit Region is invited; chairs will be set for 100 people.
* Bryan LeGrow will provide the music accompaniment
* Heavenly Hospitality will provide coffee before and food after the service
* Livestreaming will be directly to YouTube.
* The costs will be covered by NSRC.

3.4 **Square Reader –** Lindy Mair

* Lindy recommended looking into obtaining a Square Reader for use by different groups in the church. The Square Reader allows credit cards and debit cards to be used for purchases that would benefit the church.
* The Square could be made available and supervised by Liliana Angel.
* Lindy will bring more information to the June Council meeting.

3.5 **Discussion: Stage (front of church) lighting** – Gary Boswell **(Attachment 5)**

* The same type of replacement lightbulbs for the burned-out bulbs in the spotlights mounted on the sanctuary ceiling are no longer available in Canada, so they could not be replaced now; other solutions are more costly.
* This could possibly be included in the Faithful Footprints grant; Carla Janzen and Lane Borstad will check into including this with the audit.
* Together with stage lighting, acoustic tiles could be investigated, as both of these are important for performances using the stage, such as concerts.
* A decision about this lighting was tabled until Lane Borstad is back, as he has done considerable research into available options.

3.6 **Potential New Standing Agenda Item:** **Hazard Review of Church premises** – Gary Boswell

* Safety concerns need to be reviewed on a regular basis.
* We already have some checklists that will be used to assess safety issues regularly, perhaps monthly, by Bruce McCarron and one volunteer – Council members will each take a turn with Bruce to get different perspectives. Bruce already monitors any concerns about safety.
	+ **Note:** added after the June 25, 2024 meeting: other members of the congregation will also be asked to take a turn.
* Regarding the retaining wall along the west side of the church:
	+ This is not in immediate danger of collapsing; replacement would be expensive, but partial fixes are possible.
	+ A fence could be secured around the top to keep people out of this space, perhaps with shrubs planted along the fence for visual appeal.
	+ Gary Boswell will check into the cost of fencing and basic wood replacement for the June Council meeting.

3.7 **Committee Reports**

 **Motion 24/25-14:** **That the following Reports be received for Information:**

* **Building Use**
* **Congregational Care**
* **Worship**
* **Property**
* **Ministry and Personnel**
* **Finance: April 30, 2024 (Attachments 6)**
* **Minister**
* **Moved by Lindy Mair, seconded by Carol Reid**
* **Carried**
* **Building Use:** Carol Hickmann
* Update on Parking Lot rentals:

We contacted the management company for Greenview Landing who reported back that they still have empty parking stalls on their property. They noted there may be interest in winter when street parking isn’t permissible. We will revisit this in the future.

* Rent Increase:

We increased the rent for Jesus Healing Satsang Ministry by $100 effective August 1, 2024 bringing their rent to $570. This is when their lease renews. This increase brings them more in line with our other church renter who is paying just over $600/month. The increase was done through a letter which also indicated we would be reviewing the possibility of a rent increase for next year.

* Router issues:

We’ve been having problems with our router, but Telus has been in and Tim Burton and Gary Boswell have also been involved with determining the issues. It appears if we reboot the router every so often, it works very well. The AV team was given approval by Building Use to purchase a commercial grade router if necessary to a maximum of $1000 which must include installation. A commercial grade router can be purchased for as low as $400.

* Regular offerings from Zimbabwe United Methodist Church:

Edmonton ZUMC will be receiving funding assistance towards monthly donation for the use of MWUC facilities via the United Church of Canada’s Growth Activity related to new emerging migrant communities of faith. They have arranged for the assistance to be deposited directly to MWUC from the General Council Office in the amount of $375/month.  It will occur from May 2024 to Dec 2024 and will be a donation vs a rent payment. Typically, ZWUC makes irregular donations throughout the year and they receive a charitable donation receipt.

* Potential renter cancelled:

Earlier this winter, a local yoga group was interested in renting but decided against this. Their current rent for a large, quiet hall on the Southside for 2.5 hours is $36.37. They have been FT tenants there for approximately 20 years. It’s older but clean, quiet. Even with MWUC’s non-profit reduction, we would need to charge $86.62/day for the Sanctuary as well as a small room for children. The difference between the two rental places would be $2613/year.

* **Congregational Care:** Carla Janzen
* Met on March 13; will meet again in June
* Newcomer lunch on April 28: 11 people invited, and 10 attended
* Concerns regarding coffee on Sunday mornings:
	+ All dishes need to be washed in the sanitizer (i.e. the commercial dishwasher); this needs to be supervised by a trained person.
	+ Any cups used during the week will be rinsed and placed in the regular dishwasher with the door tightly closed; these will be removed and put through the sanitizer when it is next used.
	+ Thus, for the summer months, people have been asked to bring their own cups, as there will not always be a trained person present to use the sanitizer. However, paper cups will be available for new people or for those who forget their own. This has also been announced in What’s The Buzz.
	+ Additional people to make the coffee would be welcome.
* Baked goods/Treats after the summer services will be available only if people sign up or just bring them.
* Harold & Ann Lange could use an occasional meal delivered to them; Enid Oldham offered to bring them one from the church freezer.
* **Worship:**  Elfrieda Penner
* The Committee met on May 14 and will meet again on August 13 to plan for the fall.
* The new Permanent Banners have been hung and dedicated, with special thanks to Ethel Ray, Barb Kitagawa and Sheila Jones. Thanks to everyone who helped.
* Thanks to Jeannette Borstad and our amazing handbell choirs, including the youth on chimes last Sunday.
* Dale has put together an outline of special Sundays to the end of December, which will be included in the minutes.
* Communion will happen on June 2 and then not until October 6, when Dale is back.
* Candle extinguishing: Dale will be extinguishing the candle at the end of the service just before he walks to the back; this seems to have been a good flow for the end of the last couple of service.
* Music: Bryan LeGrow will be playing for us until June 23, then be off until he is back on September 1. Wendy Edey is arranging a roster of pianists for the summer, as she has been doing for many years.
* On August 4, the whole congregation is invited to Poechmans’ cabin again.
* On May 16, Dale Johnson, Anita Piebiak and Elfrieda Penner attended the Worship Planning Retreat at St. David’s United Church in Leduc. We met some other United Church people, got some ideas, and did some planning for the fall, specifically for the four September services when Dale will be away.
* Sept. 8: John and Lindy said they would do this service with a Welcome Back theme. Thank you!
* Anita offered to do the Sept.22 service; this is much appreciated as well!
* Elfrieda Penner will lead the Sept.1 service.
* Carla Janzen offered to lead the Sept.15 service. Thank you!
* **Property:** Gary Boswell
	+ The missing outdoor signs have been replaced.
	+ The weeds on the lawn are under control.
	+ Elevator inspection has been done: the rubber mat was removed; the door is bent.
	+ Fire department inspector was here and asked for an illuminated exit sign by the front door.
	+ Pest control is in place.
	+ One furnace needs to be repaired, but can wait till the fall.
	+ An AV room shelf has been requested.
	+ A homeless shelter with many beer bottles under the large spruce tree has been cleaned up and the lower branches have been removed; we may need further discussion regarding the ethics of removing a homeless person or people.
* **Ministry and Personnel:** John Mair
	+ M & P met with staff last week and took them out for lunch; as Bryan was unable to join them, he was given a gift certificate.
	+ Staff holidays:
		- Liliana Angel - July 15 –to 26
		- Bryan LeGrow – June 30 to August 31
		- Bruce McCarron – June 4 to 14
		- Dale Johnson – June 6 to 11, September 1 to 23
* **Finance:** Randy Round
	+ Randy presented the financial update to April 30, 2024
* **Minister:** Dale Johnson
* Dates for special services for June to December 2024:
* June 2 – Pride Sunday with Communion (no more communion until Oct.)
* June 9 – Dale away
* June 16 – Indigenous Day of Prayer and Father’s Day
* June 30 – Church Picnic
* August 4 – at Kathy Poechman’s cabin
* Sept. 1, 8, 15 and 22 - Dale away
* Oct. 6 – World Communion Sunday
* Oct. 13 – Thanksgiving Sunday
* Nov. 3 – Communion Sunday
* Nov. 10 – Remembrance Sunday
* Dec. 1 – Advent 1 and Communion
* Dec. 8 – Advent 2
* Dec. 15 – Advent 3
* Dec. 22 – Advent 4
* Dec. 24 – Christmas Eve
* Dec. 29 – Sunday after Christmas – Communion
* January 5, 12 and 19 - Dale away
* Looking Ahead –
	+ June 10, 2025 (the closest Sunday is June 8) The United Church celebrates

its 100th Anniversary.

* + November 15, 2026 – MWUC celebrates its 50th Anniversary.
* Pastoral care coverage:
	+ Congregational Care in June
	+ Still looking at who can cover in September
* No paper bulletins for July and August, but hard copy for the service leaders.

**Adjournment at 9:45 p.m.**

**Motion 24/25-15: That the meeting be adjourned.**

* **Moved by Carla Janzen**

**Next Meeting: Tuesday June 25, 2024 – 7:00 pm** **in the church**

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 Carol Hickmann (Chair) Elfrieda Penner (Recording Steward)

 **Attachments** are filed with a paper copy of these minutes in the church office**:**

1. Minutes of the April 23, 2024 Council meeting (already in binder)
2. Faithful Footprints Grants
3. Energy Efficiency Qualifications
4. Article: Calgary Church Cuts Greenhouse Gas Emissions
5. Upgrading stage lighting
6. Financial update to May 28, 2024

**Future Topics:**

* Ongoing - Committee Reports: to be determined monthly
* Congregational Drama production
* Woodvale Community League Connection
* Social media: What next?
* Making a specific gift vs to local fund – a review of gift-giving, payments, and special funds
* Council review of alcohol use related to outside groups

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**Addendum:**

Following the April 23, 2024 Council meeting, the ideas generated by the three groups were brought together and formed the basis of what was shared with the congregation and included in Dale's employment agreement.

After approving the motion to appoint Rev. Dr. Dale Johnson as the minister at Mill Woods United Church for two years at 0.7 fte, we took time to prioritize how we as a congregation would like Dale to use his seven-tenths time. From this discussion, and based on documents that came from our previous search and our congregational workshop on February 1, 2024, we have established the following priorities for our minister:

·      They will model good leadership which reflects the values and spirit of the church community, bringing energy, passion, vision and a sense of joy to those around them.

·      They will provide worship that considers the diverse needs within the church community, which is challenging, positive and hopeful.

·      They will facilitate the development of skills within the church community related to visiting and pastoral care, worship leadership, and the ability to lead various aspects of church life.

·      They will have experience and background with pastoral care which will enable them to know members of the church community well, show caring and compassion to all, and actively participate in regular visitation.

·      They will support and encourage outreach work as related to the surrounding community, affirming work, and truth and reconciliation so that the church community recognizes and responds to needs beyond their own.

·      They will maintain a healthy balance within their own lives by making time for work, family, friends, personal development and renewal.