

Squamish United Church Board Meeting Minutes November 20, 2019

The meeting was called to order at 7:08pm by chair, Grace Halvorson.

PRESENT: Trevor Harris, Rev. Karen Millard, Ian Kent, Deb Kent, Marilyn Caldwell, Elizabeth Kerr, Hugh Kerr, Grace Halvorson, Pat Yendall, Marc Coulombe

1. **Opening Prayer:** Rev Karen Millard

2. **Approval of Agenda:**

MOTION: It was moved by Ian Kent and seconded by Trevor Harris to accept agenda as is. **Carried.**

3. **Review and Acceptance of Board Minutes from October 23, 2019**

It was moved by Elizabeth Kerr and seconded by Deb Kent to accept the Board Minutes from October 23, 2019. **Carried.**

4. **Visioning, Stewardship and Financials**

Marc Coulombe reviewed the previous visioning meeting. Board shared their thoughts.

New ideas:

- Ask for Community involvement in Ministry.
- Testimonies – Tell our stories. How can you participate, etc. Suggested we add to Sunday service regularly (Like Minutes for Mission).
- Add “Did you know...?” to Sunday service to inform congregation what we (Squamish United Church) provide/manage/donate. Members, and especially new members of our church love to learn and hear what we do, who we are, etc.
- “Elevator Pitch” – suggest incorporating a short 1 or 2 line statement about Squamish United Church mission read by minister at beginning of service every Sunday as part of our “mantra”.
- Distinguish between “why” and “how” we are with Squamish United Church.

Jane Harding, Regional Financial Officer for UC stewardship spoke with us from Salmon Arm via Zoom Video and shared her ideas:

- Talk to congregation – ask for help.
- We need to educate people about our reason for being part of United Church.
- Resources - Canada Helps for Non-profits (like Go fund Me) costs \$6 on every \$100 donated.
- Modernize with technology – add link on our church website to donate; purchase square card reader to accept donations during

collection plate at service, and any other events/fund raisers we have (Messy Church, Let's Talk Turkey, Xmas Craft Fair, etc.).

- Add simple "thank you" note with tax receipts issued at end of year. Be sure to let our church members/donators know how sincerely we appreciate their continuing support.
 - Do a phone-a-thon as a board. Make it an event. Let people know it is coming and the board do it together to make it a fun supportive event that is easier to do than doing it on your own. Make phone calls at end of year to thank donators for their support. Let them know what we are up to, i.e. current programs, outreach, etc.
 - Gratitude – let congregation know how they have helped and what we have achieved.
 - Build Relationships 101 – not rocket science
 - Priorities – FIND YOUR VOICE, be transparent and honest.
5. Thank you cards to be sent to Jane Harding and to Marc Coulombe for their insights/time/support, etc. - GRACE
- 6. Next meeting date – December 18, 2019**
7. **Adjournment:** the meeting adjourned at 9:40pm
8. **Closing Prayer:** read by Marc Coulombe – "The Hopi Prophecy", Hopi Elder, Hopi Nation, Oraibi, Arizona

Grace Halvorson, Chair

Date

Squamish United Church Board Meeting Agenda – Nov 20, 2019

1. Opening Prayer/Reflection - Welcome to the Squamish Nation Traditional Territory
Ha7lh en skwalwn Kwis tl'iknumut tl'a Skwxwuu7mesh Uxwumixw
2. Approval of Agenda
3. Review and acceptance of Board Minutes from October 23rd 2019.
4. Correspondence
5. Treasurer's Report
6. Visioning, Stewardship and Financials
 - *Review of meeting with Marc Coulombe and set up for conversation for Sunday November 24th, 2019*
7. Jane Harding - Time for Question and Answers
8. Business arising from Minutes
10. Stewardship
11. Committee Reports
 - *Ministry and Personnel Report*
 - *Worship Committee*
 - *Caring Ministry Committee*
 - *Spirit Kids*
 - *Spirit Kids Summer Camp*
10. New Business
 - *Senior Ministry – grant application*
11. Staff Reports
 - a) Minister
 - b) Secretary
 - c) Children's Ministry
 - d) Spirit Kids
12. Calendar of Events
 - Church usage:
 - Every Tuesday until Christmas Alive: Ecstatic Dance Squamish
 - Strong Start Monday - Friday 9:00-12:45
 - Let's talk Turkey Nov 24

- Christmas Fair Nov 30
- Family Movie night Dec 6
- Darrel & Saskia DelaRonde Concert Dec 7

13. Next Meeting Date – **Dec 18 , 2019**

14. Adjournment

15. Closing Prayer

Squamish United Church / Spirit Kids

Balance Sheet

As of 1 November 2019

1 Nov 19

ASSETS

Current Assets

Chequing/Savings

111 · Spirit Kids Petty Cash 201.69

115 · Sq. Savings - GENERAL

115-2 · Memorial Fund 580.00

115 · Sq. Savings - GENERAL - Other 30,069.59

Total 115 · Sq. Savings - GENERAL 30,649.59

122 · Trustees - 100078791394 18,326.71

123 · Long Term Redeem 100079707811 100,000.00

Total Chequing/Savings 149,177.99

Accounts Receivable

150 · Accounts Receivable 8,010.04

Total Accounts Receivable 8,010.04

Other Current Assets

12000 · Undeposited Funds (300.00)

130 · Furniture & Equipment

130-1 · Acc Depreciation Furn & Equip (23,748.37)

130 · Furniture & Equipment - Other 79,914.59

Total 130 · Furniture & Equipment 56,166.22

135-1 · Acc Depreciation - Buildng (113,918.65)

135 · Centrepoint Building

135-4 · Centrepoint Direct Costs 1,656,500.39

135-6 · Centrepoint Investment Fees 5.15

135 · Centrepoint Building - Other 255,561.60

Total 135 · Centrepoint Building 1,912,067.14

165 · GST Rebate Due 1,532.35

Squamish United Church / Spirit Kids

Balance Sheet

As of 1 November 2019

1 Nov 19

Total Other Current Assets	<u>1,855,547.06</u>
Total Current Assets	2,012,735.09
Fixed Assets	
302 · Facility Dev Fund - Operating	(735,961.55)
331 · Investment Fund	(249,231.13)
335 · Fixed Asset Fund	<u>(1,110,256.13)</u>
Total Fixed Assets	(2,095,448.81)
Other Assets	
180 · Prepaid Expenses	796.40
310 · Benevolent Fund	(2,850.65)
336 · Refugee Sponsorship	(69,592.58)
950 · Amortization	<u>88,628.92</u>
Total Other Assets	<u>16,982.09</u>
TOTAL ASSETS	<u><u>(65,731.63)</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200 · Accounts Payable	<u>1,976.77</u>
Total Accounts Payable	1,976.77
Credit Cards	
205 · Visa	<u>(3,252.19)</u>
Total Credit Cards	(3,252.19)
Other Current Liabilities	
215 · Refundable Deposit	50.00

Squamish United Church / Spirit Kids

Balance Sheet

As of 1 November 2019

1 Nov 19

240 · M & S Payable	(2,600.10)
245 · WCB Payable	(154.97)
250 · Accrued Liability	4,000.00
Total Other Current Liabilities	1,294.93
Total Current Liabilities	19.51
Total Liabilities	19.51
Equity	
32000 · Retained Earnings	5,177.47
Net Income	(70,928.61)
Total Equity	(65,751.14)
TOTAL LIABILITIES & EQUITY	(65,731.63)

	TOTAL			
	Oct 19	Budget	Jan - Oct 19	Budget
Ordinary Income/Expense				
Income				
500 · Donations				
501 · General Donations	5,376.00	5,416.67	50,620.50	54,166.70
502 · Family/Children	796.25	166.66	1,119.20	1,666.68
503 · Open Donations	116.40		1,363.00	
505 · Messy Church Donations	50.00		269.05	
506 · Donations - In Kind	0.00		1,341.94	
507 · Benevolent Fund Donations	0.00		540.00	
508 · Donations - Other	0.00	125.00	0.00	1,250.00
509 · UCW Donations	0.00	166.66	780.00	1,666.68
Total 500 · Donations	6,338.65	5,874.99	56,033.69	58,750.06
511 · Fund Raising & Events	600.00	333.33	2,625.50	3,333.34
512 · Stewardship	0.00	416.66	0.00	4,166.68
520 · Interest Received	2.36	83.33	541.11	833.34
522 · Grants Received	0.00	2,604.16	50,375.00	26,041.68
526 · Facility Donations	805.00	833.34	3,609.35	8,333.32
530 · Misc Income	0.00		3,256.89	
535 · M&S Flow Thru Income	605.00	833.34	2,807.50	8,333.32
560 · Spirit Kids Program	10,223.00	7,250.00	64,439.72	72,500.00
Total Income	18,574.01	18,229.15	183,688.76	182,291.74
Gross Profit	18,574.01	18,229.15	183,688.76	182,291.74
Expense				
600 · OPERATING EXPENSES				
610 · Advertising	0.00	100.00	1,044.69	1,000.00
620 · Bank Charges & Fees	228.44	125.00	1,044.39	1,250.00
623 · Centrepont Expenses	0.00		19,006.23	
625 · Church Office Expense	548.36	1,000.00	9,644.35	10,000.00

635 · Utilities & Telephone	0.00	166.66	2,631.55	1,666.68
645 · Insurance	0.00	141.66	1,880.64	1,416.68
655 · Legal & Audit	0.00	333.34	4,202.50	3,333.32
657 · Miscellaneous Expense	0.00	250.00	231.56	2,500.00
720 · Congregational/Event Activities	0.00	125.00	0.00	1,250.00
730 · Benevolent Fund withdrawals	0.00		20.00	
785 · Presbytery Allocation	0.00	476.66	5,720.00	4,766.68
791 · Worship Expense	364.23	566.66	5,995.32	5,666.68
795 · Childrens Church Expense	85.00		947.39	
Total 600 · OPERATING EXPENSES	1,226.03	3,284.98	52,368.62	32,850.04
642 · Facility Rental Expenses	0.00	58.34	421.50	583.32
667 · Strata Fees	857.41	833.34	8,315.80	8,333.32
700 · NEW PROGRAM INITIATIVES				
700-15 · Seeds of Hope Expenses	185.86	360.41	2,767.26	3,604.18
700-10 · Messy Church Expense	40.08	125.00	517.93	1,250.00
700-5 · Spirit Kids Program Costs	489.43	441.66	7,272.60	4,416.68
Total 700 · NEW PROGRAM INITIATIVES	715.37	927.07	10,557.79	9,270.86
800 · MINISTERIAL EXPENSES				
800-1 · Discretionary Expense	0.00	166.66	0.00	1,666.68
800-5 · Education & Resource Materials	0.00	136.66	1,184.28	1,366.68
800-7 · Travel Allowance	0.00	120.00	251.43	1,200.00
800-8 · Phone Allowance	160.00	160.00	1,520.00	1,600.00
Total 800 · MINISTERIAL EXPENSES	160.00	583.32	2,955.71	5,833.36
850 · SALARIES & BENEFITS				
850-1 · Salary Expense	8,883.61	9,720.59	89,906.08	97,205.82
850-3 · Benefits - Operating	1,927.74	1,905.84	19,043.20	19,058.32
850-5 · Benefits - Spirit Kids Program	830.67	1,049.13	11,988.04	10,491.24
850-7 · Salary - Spirit Kids Program	7,894.15	3,946.71	66,717.14	39,467.10
Total 850 · SALARIES & BENEFITS	19,536.17	16,622.27	187,654.46	166,222.48

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Total Expense	<u>22,494.98</u>	<u>22,309.32</u>	<u>262,273.88</u>	<u>223,093.38</u>
Net Ordinary Income	(3,920.97)	(4,080.17)	(78,585.12)	(40,801.64)
Other Income/Expense				
Other Expense				
990 - Suspense	<u>0.00</u>		<u>(560.00)</u>	
Total Other Expense	<u>0.00</u>		<u>(560.00)</u>	
Net Other Income			<u>560.00</u>	
Net Income	<u>(3,920.97)</u>	<u>(4,080.17)</u>	<u>(78,025.12)</u>	<u>(40,801.64)</u>

	Facility Usage	Operating	Seeds of Hope	Spirit Kids Program	Spirit Kids Summer Camp 2019	TOTAL
Ordinary Income/Expense						
Income						
500 · Donations						
501 · General Donations	5.00	50,615.50	0.00	0.00	0.00	50,620.50
502 · Family/Children	0.00	1,119.20	0.00	0.00	0.00	1,119.20
503 · Open Donations	0.00	1,363.00	0.00	0.00	0.00	1,363.00
505 · Messy Church Donations	0.00	269.05	0.00	0.00	0.00	269.05
506 · Donations - In Kind	0.00	1,341.94	0.00	0.00	0.00	1,341.94
507 · Benevolent Fund Donations	0.00	540.00	0.00	0.00	0.00	540.00
509 · UCW Donations	0.00	780.00	0.00	0.00	0.00	780.00
Total 500 · Donations	5.00	56,028.69	0.00	0.00	0.00	56,033.69
511 · Fund Raising & Events	0.00	2,625.50	0.00	0.00	0.00	2,625.50
520 · Interest Received	0.00	541.11	0.00	0.00	0.00	541.11
522 · Grants Received	0.00	11,825.00	0.00	11,250.00	27,300.00	50,375.00
526 · Facility Donations	3,324.35	285.00	0.00	0.00	0.00	3,609.35
530 · Misc Income	0.00	3,256.89	0.00	0.00	0.00	3,256.89
535 · M&S Flow Thru Income	0.00	2,807.50	0.00	0.00	0.00	2,807.50
560 · Spirit Kids Program	0.00	0.00	0.00	52,337.72	12,102.00	64,439.72
Total Income	3,329.35	77,369.69	0.00	63,587.72	39,402.00	183,688.76
Gross Profit	3,329.35	77,369.69	0.00	63,587.72	39,402.00	183,688.76
Expense						
600 · OPERATING EXPENSES						
610 · Advertising	0.00	1,044.69	0.00	0.00	0.00	1,044.69
620 · Bank Charges & Fees	34.25	1,010.14	0.00	0.00	0.00	1,044.39
623 · Centrepoint Expenses	0.00	19,006.23	0.00	0.00	0.00	19,006.23
625 · Church Office Expense	0.00	9,644.35	0.00	0.00	0.00	9,644.35
635 · Utilities & Telephone	0.00	2,631.55	0.00	0.00	0.00	2,631.55
645 · Insurance	0.00	1,880.64	0.00	0.00	0.00	1,880.64
655 · Legal & Audit	0.00	4,202.50	0.00	0.00	0.00	4,202.50

657 · Miscellaneous Expense	0.00	231.56	0.00	0.00	0.00	231.56
730 · Benevolent Fund withdrawals	0.00	20.00	0.00	0.00	0.00	20.00
785 · Presbytery Allocation	0.00	5,720.00	0.00	0.00	0.00	5,720.00
791 · Worship Expense	0.00	5,895.32	100.00	0.00	0.00	5,995.32
795 · Childrens Church Expense	0.00	732.39	215.00	0.00	0.00	947.39
Total 600 · OPERATING EXPENSES	34.25	52,019.37	315.00	0.00	0.00	52,368.62
642 · Facility Rental Expenses	70.00	351.50	0.00	0.00	0.00	421.50
667 · Strata Fees	0.00	8,315.80	0.00	0.00	0.00	8,315.80
700 · NEW PROGRAM INITIATIVES						
700-15 · Seeds of Hope Expenses	0.00	187.50	2,579.76	0.00	0.00	2,767.26
700-10 · Messy Church Expense	0.00	517.93	0.00	0.00	0.00	517.93
700-5 · Spirit Kids Program Costs	0.00	163.00	0.00	5,389.10	1,720.50	7,272.60
Total 700 · NEW PROGRAM INITIATIVES	0.00	868.43	2,579.76	5,389.10	1,720.50	10,557.79
800 · MINISTERIAL EXPENSES						
800-5 · Education & Resource Materials	0.00	1,184.28	0.00	0.00	0.00	1,184.28
800-7 · Travel Allowance	0.00	251.43	0.00	0.00	0.00	251.43
800-8 · Phone Allowance	0.00	1,520.00	0.00	0.00	0.00	1,520.00
Total 800 · MINISTERIAL EXPENSES	0.00	2,955.71	0.00	0.00	0.00	2,955.71
850 · SALARIES & BENEFITS						
850-1 · Salary Expense	0.00	89,906.08	0.00	0.00	0.00	89,906.08
850-3 · Benefits - Operating	0.00	19,043.20	0.00	0.00	0.00	19,043.20
850-5 · Benefits - Spirit Kids Program	0.00	0.00	0.00	6,543.03	5,445.01	11,988.04
850-7 · Salary - Spirit Kids Program	0.00	0.00	0.00	34,565.61	32,151.53	66,717.14
Total 850 · SALARIES & BENEFITS	0.00	108,949.28	0.00	41,108.64	37,596.54	187,654.46
Total Expense	104.25	173,460.09	2,894.76	46,497.74	39,317.04	262,273.88
Net Ordinary Income	3,225.10	(96,090.40)	(2,894.76)	17,089.98	84.96	(78,585.12)
Other Income/Expense						

Other Expense						
990 - Suspense	0.00	(560.00)	0.00	0.00	0.00	(560.00)
Total Other Expense	0.00	(560.00)	0.00	0.00	0.00	(560.00)
Net Other Income	0.00	560.00	0.00	0.00	0.00	560.00
Net Income	3,225.10	(95,530.40)	(2,894.76)	17,089.98	84.96	(78,025.12)