First United Church – Hanna, Alberta

Council Meeting, Church Lounge

Thursday, December 9, 2020 - 7:00 p.m.

PRESENT: Chair Winona Gutsche

Secretary – Rhonda Lund

Rev. Aurora Coulthard, Hanna First United Church

Rev. Jan Richardson, Stettler United Church – Virtual

Lynette Barker Gwen Snell

Laura Creasy Jean Lypka

Linda Quaschnick

CALL TO ORDER Chair Winona Gutsche called the meeting to order at 7:09 p.m.

1. WELCOME & OPENING WORSHIP

Chair Winona Gutsche welcomed everyone to the meeting in the fellowship room which allows everyone to be a safe distance apart in respect of COVID-19 regulations, but still be together.

Rev. Aurora Coulthard opened the meeting with a prayer.

1. APPROVAL OF AGENDA

**Motion No.** **42**  Moved by Laura Creasy that the Agenda for December 9, 2020 be adopted as presented.

Motion seconded by Jean Lypka. **Carried.**

1. MINUTES OF LAST MEETING

**Motion No.** **43** Moved by Linda Quaschnick that the Minutes of the Council Meeting held November 12, 2020 be adopted as presented.

Motion seconded by Gwen Snell. **Carried.**

1. BUSINESS ARISING FROM MINUTES

Piano donation - Laura Creasy confirmed the following:

* Dan Canfield, who has tuned the baby grand piano and has records about it, has given us an appraisal of $5,000.
* The Johnson family was contacted, and they accepted the appraisal for income tax purposes.
* She has sent Mrs. Johnson a letter and tax receipt as discussed at the November meeting.
* Mr. Canfield did not charge for the appraisal, so she sent him a cheque for $50.00 with a thank you card.
* She will work on getting a plaque made for the piano as discussed at the last meeting.

The letter to invite the Delia United Church members to our services will be in Rev. Coulthard’s report.

1. CORRESPONDENCE None
2. COMMITTEE REPORTS
   1. Finance Committee – Written Reports

Linda Quaschnick reviewed the financial reports. Revenues are higher than this point last year and expenses are staying within budget.

Laura Creasy noted that she included the budget for review. She asked that members contact her if they have questions or want changes in the budget.

**Motion No. 44** Moved by Gwen Snell that Council ratify the decision of Treasurer Laura Creasy to give an honorarium of $50.00 to Daniel Canfield for providing an appraisal of the Kimball grand piano.

Motion seconded by Jean Lypka. **Carried.**

Laura Creasy advised that once the year end is complete, she will ask Cindy Hickle to review the financial papers for 2020 as Cindy has reviewed them in prior years. An honorarium is usually provided.

**Motion No. 45** Moved by Laura Creasy that she be authorized as Treasurer to purchase a $150.00 gift certificate for Cindy Hickle as an honorarium to thank her for reviewing the financial records for the Church for 2020.

Motion seconded by Linda Quaschnick. **Carried.**

**Motion No. 46** Moved by Lynette Barker that a letter be sent to Pat Johnson, thanking her for the donation of the Kimball baby grand piano Serial No. B18822 and providing a letter acknowledging the donation of the piano for the fair market value of $5,000.00 for income tax purposes.

Motion seconded by Jean Lypka. **Carried.**

Laura Creasy advised that she has spoken to the Ministry & Personnel Committee, Finance Committee and Council Chairperson regarding providing a salary increase of 10% for Rev. Coulthard for 2021.

**Motion No. 47** Moved by Gwen Snell that as recommended by the Ministry & Personnel and Finance Committees, the base salary for Rev. Aurora Coulthard be increased by 10%, effective January 1, 2021.

Motion seconded by Jean Lypka. **Carried.**

**Motion No. 48** Moved by Lynette Barker that Council ratify the decision of the Church Chairperson, Winona Gutsche, to purchase gifts to a maximum of $300.00 which were given to Rev. Aurora Coulthard to acknowledge her covenanting service held November 15, 2020.

Motion seconded by Linda Quaschnick. **Carried.**

* 1. Board of Trustees – No Report
  2. Worship, Mission & Service – Verbal Report

Jean Lypka advised that the committee has not met since the last Council meeting, however they did get together to decorate the church for Christmas and are thankful for the help they received from other members. She also advised that Richard Crowle (Hanna Weldingrods) made a new Advent wreath base and it is beautiful.

**Motion No. 49**  by Jean Lypka that a letter be sent to Richard Crowle, thanking him for the donation of time and materials to build the base for the advent candles and wreath and providing a letter acknowledging the donation for the fair market value of $541.00 for income tax purposes.

Motion seconded by Laura Creasy. **Carried.**

* 1. Christian Education – No Report
  2. Pastoral Care – Verbal report

Linda Quaschnick reported that the committee met with Rev. Coulthard on November 27 and decided to do a phone out to the members of the congregation to see how people are doing and let them know about our services. They took the opportunity to ask if there is anything the church could do for them and whether they wanted Rev. Coulthard to contact them. The committee is meeting on Dec 11 to discuss the calls and put together a report for the next meeting.

* 1. Memorial Park – Written Report

Lynette Barker advised that the committee met to set up the Nativity scene in front of the church and then had a meeting to discuss the finances. She noted the following:

* The Park Committee has $849.81 in their account.
* Have not had a fundraising event in the last three years.
* Have received some monetary donations and mowing services are donated, but the committee doesn’t know how long that will happen.
* The gazebo is in need of repair & last year Jensen’s Handiman Service provided a quote in the amount of $800.

The members are asking if it is possible that the Parks Committee be consolidated with the general account rather than stay separate. Discussion was held and the following items noted:

* How was the park was set up initially and were there restrictions on finances due to grants or donations.
* Laura Creasy will look into it from the Treasurer perspective.
* It was suggested that Liz Gourlay and Betty Simpson be contacted as they may have information that would be helpful.
* Expenses for the park can be included in the 2021 budget for maintenance and repairs.

* 1. Ministry & Personnel – No Report

Rev. Coulthard asked if Council could set up a meeting between her and the committee as they are a support to her as minister. Winona agreed to set up a meeting with the committee members Ron Lowther, Alan Lund and Doreen Fitchett. Discussion was held regarding increasing membership on the committee.

* 1. Property – Verbal Report

Gwen Snell advised that an issue came forward since the last meeting about the water dripping from the roof at the east entrance to the church and creating a slip hazard. This issue is ongoing and efforts to solve the problem have been tried in the past. She contacted Doug’s Eavestroughing about the issue. Doug checked it and said he would silicone the area when the weather is better. Discussion was held regarding barricading the area as it is a chronic issue e for years and we may not be able to find a solution that isn’t barricading it.

It was also noted that the manse eavestroughs have not been cleaned.

* 1. Thrift Store – Written Report

Laura Creasy reviewed the Thrift Store report, confirming the following:

* November Statistics – Sales $8,812.65, Customers 515, Volunteer Hours 363.25
* The Thrift Store was only open for 15 days in November and did not have any special sales.
* The Executive met on November 14 to discuss the administrator position for the Store. Following a meeting with Elaine Nelson, the decision was made that her contract as administrator would be terminated effective November 30th.
* Laura Creasy will take over the duties until a new administrator can be hired.
* The volunteers were asked to complete a questionnaire to provide feedback for improvements. Communication seems to be the main issue, so a volunteer meeting will be held in the new year to address some of the issues in the questionnaire.

Winona Gutsche stated that the staff of the Thrift Store do an amazing job and thanked Laura for taking on the administrative duties until someone can be hired.

**Motion No. 50** Moved by Linda Quaschnick that the motions from the November 2020 Thrift Store Board meetings be ratified as follows:

1. That Laura Creasy be hired to do the administrative duties for the Thrift Store effective November 14th, 2020 until such time as other arrangements are made for the position.
2. That a donation of $500.00 be given to the Hanna Municipal Library.
3. That a donation of $500.00 be given to the Kidney March (Team M & M).

Motion seconded by Jean Lypka. **Carried.**

1. CHINOOK WINDS REGIONAL COUNCIL – Verbal Report

Rev. Richardson thanked the Council for allowing her to join the meeting by zoom and confirmed that churches will not be required to pay a regional assessment this year. We are asked to pray for Living Spirits United Church in Calgary as they are closing.

Rev. Barbara Zimmerman will be retiring after Christmas. Unfortunately, they are not able to meet in person for her final services.

Everyone is trying their best to share resources, be creative and find the light.

1. MINISTER’S REPORT – Verbal Report

Rev. Coulthard gave a verbal report, including the following items:

* Participating in the Ministry by phone program with Pastoral Care. Used the new phone list divided between the team members. Will have a meeting on Dec 11 to share information. The plan is to make call 4 time per year at this point.
* She asked the office administrator not to send the letter to the Delia United Church in case there were changes to Covid 19 restrictions and in person services could not be held.
* With the new provincial government Covid 19 restrictions, we have to operate at 15% capacity, which would mean we would have to turn people away from the door once we reached capacity and we don’t want to do that. The fire code capacity for the church is 150 people, so we could not have more than 22 people to a service.

Discussion was held regarding online services and licensing requirements needed for music and videos for the services. The office administrator will look at our licensing information for things we could use for online services.

Discussion was held regarding the Christmas Eve service, with the following plans:

* Service can be live-streamed or pre-recorded.
* Church members could be involved by recording songs or messages that can be included in the service.
* Members could record their parts of the service at the church the week prior to Christmas.
* Rev. Coulthard and the Pastoral Care committee will contact members to participate in the service.

**Motion No. 51** Moved by Linda Quaschnick that as the Provincial government restrictions for Covid19 have increased, it is the decision of Council to hold online services only until January 10, 2021, with services recorded and sent from the Church.

Motion seconded by Laura Creasy. **Carried.**

**Motion No. 52** Moved by Gwen Snell that the Reports be accepted as presented at the meeting tonight.

Motion seconded by Jean Lypka. **Carried.**

1. NEW BUSINESS

9.01 Annual Meeting Date – 2 or 3rd Sunday in February.

Chair Winona Gutsche set the date for the Annual Congregational Meeting for February 21st, 2021.

Discussion was held regarding the Covid 19 restrictions which may not allow for the congregational meeting in person. It was noted that the budget can be passed by the Council rather than the congregation.

Rev. Coulthard will be away for first two weeks of February 2021.

Winona Gutsche suggested that the list of members compiled by the Pastoral Care Committee could be used to ask people to join committees for 2021.

1. NEXT MEETING

Next meeting: Wednesday, January 13, 2021 at 7:00 p.m.

1. ADJOURNMENT

Chair Winona Gutsche thanked everyone for attending and stated that business being concluded, the meeting is adjourned at 8:22 p.m.

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Chair

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Secretary