

**MINUTES OF THE OFFICIAL BOARD    Original 2024-342**  
**OF SYDENHAM-HERITAGE UNITED CHURCH**  
**On Wednesday, January 10, 2024**

Present: Sharon Davidson, Maureen Hall-Gilmore, Norma Janzen, Marilyn Markle, Terry Matheson, Rev. Fred Monteith, Larry Pickard, Jacquie Scatcherd, Lorne White,

Regrets: Andrew Advincula, BJ Leighton, Yvonne Wright

**Sharon** called the meeting to order and welcomed everyone.

**Christ Candle** lit by Sharon

**Land Acknowledgment** – offered by Fred

**Opening Prayer** – offered by Fred

**Devotion** – offered by Sharon, a reading entitled ‘The Sky’ authored by Diane Butler from book Grounded finding God in the World

**Opening Remarks offered by Maureen**

- As I watch church each Sunday the numbers appear to be increasing, voices are stronger during the hymns, and I have received a great deal of positive feedback about Fred’s ministry
- The winds of change seem to be moving through SHUC

**Opening Remarks offered by Sharon**

- Feel we continue to move forward with faith and hope
- From last sermon, the message we need to live with questions – it feels we have been discerning for several years, while we have challenges there is a lot of important work done in spaces – we are defining ourselves in those spaces

**Motion to accept the Agenda moved by Larry Pickard and seconded by Norma Janzen with the additions as noted below. Carried.**

- **Ministerial Remarks**
- **Inventory List**
- **Dorothy Woltz and Stephen Smith Foundation donation**

**Motion to accept the Minutes of December 13, 2023 moved by Norma Janzen and seconded by Terry Matheson. Carried.**

**Correspondence** - none

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**Ministerial Remarks**

- Echoing the remarks by Sharon and Maureen, there is an increasing energy at Sunday Worship
- Rainer Rilke said “love the questions, live the questions, and one day you may live into the answers”
- Be clear about your values and what you believe, your values and beliefs will inform how you manage situations
- Have been asked if my messages are about this congregation, the answer is yes
- Thank you to those who ensured my form was placed on Church Hub and my name is off the ‘available list’
- I am having fun on Sunday mornings

**Business Arising from the Minutes**

**1. Celebratory pot luck for Rev. Bill MacKinnon**

- Confirmed for January 21<sup>st</sup> following service

**2. Remit**

- Decision was mailed to UCC by Jacquie and copy provided to Aileen for church records

**3. Speaker purchased for Fellowship Room**

- To facilitate hybrid and zoom meetings

**4. Financial Viability Statement prepared and circulated by Norma**

- Will be discussed in detail and finalized at February board meeting
- **Question** – does this need approval of Board or Congregation
- **Answer** – Rev. Christina Paradela responded to this question by text, only Board approval is required for Financial Viability Statement
- Jacquie was asked to share this with the Transition Team and the message that decision will be made on February 14<sup>th</sup> which is required to accompany posting for Intentional Interim Minister

**5. Fred’s Appointment Form**

- Was completed
- Thanks to Terry and Christina Paradela for their assistance in this endeavour. It was confirmed that it is the responsibility of the M&P Committee to complete and submit Appointment Forms

**6. Dorothy Woltz and Stephen Smith Foundation donation**

- **Discussion**

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**Motion that the Wolfe-Smith Foundation donation be applied to cost of the large boiler repair that occurred in 2023. Moved by Norma Janzen and seconded by Terry Matheson. Carried.**

- During discussion Larry Timpener suggested that the use of chemicals be considered to prolong the life of boiler parts, this will be taken to discussion by Property and consultation with a company Larry recommended.

**AGM Planning**

1. February 25<sup>th</sup> – posted in bulletin and will be placed in Snippets and on Website
2. Financial Oversight Review  
Past two years Tammy Crayne has completed the review on our behalf, she is not a CA but rather a bookkeeper  
The proposed budget should not be presented to the Congregation without a Financial Oversight Review
3. Discussion of Proposed Budget  
Deficit will likely be in range of \$60,000 which is concerning yet significantly less than the original projection of \$80,000  
CEBA loan has been repaid  
While preparing the Financial Viability Statement, it was noted that over past 7 years, only one year was a non-deficit year – we had only pulpit supply and part-time pastoral care minister  
Villages is no longer a fundraiser, it is to be moved to Rental Income column  
Auction line will be removed fully  
Revenues from Fundraising will show only profits  
UCW continue to be amazing support, \$13,575 this past year  
**Question** – as we are in a time of change, uncertain how to approximate Ministerial Salary  
**Discussion**  
**Decision** – will enter it as \$100,000 total, \$90,000 for Intentional Interim Minister and \$10,000 for Pulpit Supply – we know IIM salary is higher given skill set and experience base, there has been messaging the Region has developed some options to assist congregations who require IIM and have financial challenges  
We need to continue to tighten our belts  
Challenge is greatest expenses are salaries  
Can we look at increasing our rental revenue  
We need a plan and a coordinator/administrator to manage rentals  
When was last time we did a Stewardship Campaign, a 10% increase is generally realized when campaigns are done  
Last Stewardship initiative was letter in 2018  
The region has Stewardship Plans available

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4. Will bring budget discussion back to February 14<sup>th</sup> Board Meeting

5. Norma will finalize proposed budget with agreed upon Ministerial Salary as noted above

**Motion that Tammy Crayne be hired to complete the Financial Oversight Review before the AGM, moved by Norma Janzen and seconded by Larry Timpener. Carried.**

6. Terry is available to provide coverage for minutes of the AGM. Thank you Terry!

**Nominating Committee Update**

- Committee comprised of Sonny Sinclair, Cynthia Advincula and Larry Pickard
  - Key positions requiring immediate filling – Chair and/or Co-Chairs
  - Maureen and Sharon will not be standing for reappointment
  - Committee has begun process of identifying potential candidates
  - As we have discussed in previous meetings it is challenging to find people to step into vacancies on committees and the Board
  - There is a sense of a loss of confidence in the Board by some of congregation
  - Identifying and Managing conflicts is an identified goal for the IIM, this loss of confidence can be addressed during the work of the IIM
  - The Nominating Committee will continue their work and will provide an update at the February Meeting
7. Lunch after the AGM? TBD
8. M&P – conversation about membership
- This committee is elected by the Congregation
  - Members of M&P bring gifts to this important role
9. Sharon will contact Lyle and request that IT support will be unavailable for the AGM permitting all to participate

**Inventory List**

- While preparing for the 100<sup>th</sup> Anniversary of the building Aileen was unable to locate some archival information from Sydenham which once was contained in boxes
- Her suggestion is that an inventory of cupboards and furnishings be done
- **Discussion**
- **Action** – reps from Property, Aileen and Sharon and any other volunteer will conduct an inventory on a date TBD

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**Committee Reports:**

**Stewardship/Outreach**

- Christmas morning in Victoria Park – 25 goodie bags were prepared, learned there were several outreach initiatives on Christmas Eve and Christmas Day, will consider another day to share some holiday care next year
- Pancake Supper set for Tuesday Feb 13<sup>th</sup>
- Country Music Series planning for April
- Turkey Dinner March 23, 2024

**Property**

- Alan Cook Foundation continues to be very generous
- Have committed \$10,000 for 2023 Major Maintenance Projects
- Slicer replacement to support the Sandwich Outreach Project can be supported by this donation plus a cart to hold the slicer
- Project List – Property will be reviewing and updating the list which in turn will be brought to Board and then the Congregation
- Larry has made contact with a company that may be able to assist with inspection and maintenance of Solar Panels for a reasonable cost

**Spiritual**

- There was no Worship meeting in January
- The Pastoral Care minutes have been circulated

**Communication**

- Microphone has been purchased and is being used to facilitate zoom meetings
- New laptop has been purchased for use of AV during worship
- There has been an increase in the subscriptions to Snippets
- Contributions to Snippets content have also been increasing
- Feb. 20<sup>th</sup> is the deadline for contributions to the Spring Newsletter

**Trustees**

- Steven Portelli, a lawyer from Waterous Holden Amey Hitchon has continued to do the search on our building title. The findings date back to the 1800's. It is hoped to have the work completed by the February Board Meeting

**Youth** – no report

**M&P** – no report

**Treasurer** – spoken to in AGM preparation

**Horseshoe Falls Division** – no report

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**Sharing Resources**

- SHUC hosting February 11<sup>th</sup> joint service, Music Ministry preparation has begun
- Fairview UC will conduct Ash Wednesday Service here at SHUC on Tuesday, February 13<sup>th</sup> following our Pancake Supper, Rev. Randy MacKenzie will lead the service
- St. Andrew's has not had any success finding a Youth Minister – a panel is being considered to explore the needs of youth and affirming churches
- Sharon expressed an interest in continuing to represent SHUC at Sharing Services

**What, Who, When**

- 1) Norma will finalize the 2024 Budget to be reviewed at the February Board Meeting
- 2) Financial Viability Report will be reviewed and finalized at February Board Meeting
- 3) Sharon will contact Lyle to request IT support for the AGM
- 4) Norma will contact Tammy Crayne to complete the Financial Oversight Review before the AGM
- 5) Sharon will coordinate the date for the Inventory Review, Larry will seek representatives from Property
- 6) Nomination Committee will bring their recommendations to the February meeting
- 7) Marilyn will advise Harold Wall of the invitation at Shared Services to other congregations to the Pancake Supper and Ash Wednesday (on Tuesday) service for menu

Fred shared the passing this morning of Rev. Nora Fueten. The arrangements have not been finalized. She will be missed in the Faith Community

**Next Meeting: Wednesday February 14, 2024**

**Devotions:** Terry

**Closing Prayer:** offered by Fred

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Sharon Davidson, Co-Chairperson

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Maureen Hall-Gilmore, Co-Chairperson

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Jacque Scatcherd, Secretary