

Woodlawn United Church
Minutes of Council Meeting
June 21, 2023

In Attendance: Jerry Jackson, Lisa Allen, Keith Musselman, Ivan Richardson, Fay Gunter, Rev. Dale Skinner, Kelly MacNeil, & Teri Giannou

Regrets: Barry Zwicker, Rev. Mary Lynne Whyte (sabbatical)

Call to Order: The meeting was called to order at 7 pm by Jerry Jackson.

Minutes Recorded by: Teri Giannou

Opening Prayer: Jerry Jackson

Welcome & Announcements: Jerry welcomed all in attendance.

Approval of Agenda: One item was added to the agenda from A&M, Keith regarding Designated Funds. Kelly moved the approval of the revised agenda and Keith seconded it. Motion Carried.

Correspondence: Jerry read a thank you note from the chair of the Transition Team on behalf of the entire Transition Team, thanking all members of council for their participation during the transition period.

Approval of Minutes: Moved by Ivan and seconded by Keith that minutes of May 17, 2023, meeting be approved as circulated. Motion Carried.

Updates:

- A&M** – Financial information from May 2023 was circulated prior to the meeting to all council members. Condensed version was sent to the church office to be included in this week's bulletin.

Ivan noted that although we had predicted a deficit of \$33,050 for the end of this period we are now at -\$11,693. Rentals are up, money in from the hurricane insurance claim, less office hours (had volunteers on Wednesday's).

Jerry did up a chart to show the Wonder & Awe campaign results that is on a stand in the Narthex.

Dale is meeting with Stewardship this coming week and will discuss PAR.
- M&P** – Kelly reported that she has met with Gus Webb (organist), Maggie Healy (Youth Coordinator), & June Rigden (Director of Music) and has their yearly contracts ready. Kelly was asked about the cost-of-living raise from one staff member.

Action: Kelly will check with our payroll person, Kathy Hawkins to check on whether they received this raise and the United Church guidelines on this.

Kaitlin Casselman our new office support person has started this week on June 19. Ruth Boutilier will be working with her for a least a couple of weeks. Once training is finished she will be working on Tuesday, Wednesday and Thursday from 9-4 and Ruth will be working on Fridays. It was discussed what we could do for Ruth Boutilier as she has looked after the office so well during the past weeks.

It was moved by Kelly and seconded by Ivan that a cheque in the amount of \$500 be given to her along with a bouquet of flowers and a handwritten card. Motion Carried.

Action: Ivan will do up the cheque, and Lisa will get a handwritten card done and flowers will be picked up and Kelly will present them to Ruth in the next couple of weeks.

3. **Trustees** – Teri reported on behalf of Jim Allen that painting of the Heritage building will begin soon and the work will be done by Coat of Many Colours Inc.

Brown main church doors will be repaired and painted by Darrell Skinner.

It was suggested that signs be put on the stairwell doors to let people know how to get to the basement of the brick church as several people recently indicated that they didn't know where the stairs were.

Action: Lisa will investigate where the signs can be purchased and will let the Trustees know about this.

4. **Ministers** – Rev. Dale reported that there had been several funerals lately. He will be working at getting a chair for the Stewardship Team. Wanted to say how supportive Ruth has been over the past number of weeks. Things are getting finished up with the Transition team's work. He will help with Kaitlin's training as there are certain situations that he will make her aware of and how to deal with them. Bev Wicks will be helping Kaitlin with the rental portion when she returns. Advised those that might not know that Rev. Shannon MacLean's niece, Hannah MacLean aged 24 has passed away. Will keep Shannon and family in our prayers.

5. **Region 15** – Now will be called, Bermuda – Nova Scotia Regional Council. Kelly attended the annual meeting of Region 15 and has submitted a report that is attached. She thoroughly enjoyed the experience and looks forward to going again.

Lisa was unable to attend this one.

Action: We are to think about others in our congregation who might be representatives on Bermuda-Nova Scotia Regional Council and pass their names on to Jerry or Teri.

Dale will send Lisa and Kelly, Alicia Cox's information so they can see what committees they might be interested to join.

OLD & ONGOING BUSINESS:

1. **Areas of Focus document** – this was previously circulated, and one suggestion was added. Document is attached.

2. **Faith Formation Team** – should be called, Living Profile Team.

After some discussion the following will be asked to be on this team that should be a 6–8-week term. Shirley MacLeod – already agreed, Dodie Covert – Jerry, Joan Mikkelsen -Keith, Dwight Perkins – Dale, Sheila Richardson – Jerry. Representative from B-NS Reg Council will be Elaine Grey

Action: After contacting the people you are assigned you are to let council know whether they have agreed or not.

3. **Hurricane Fiona Insurance Claim** – since the end of May the remaining claim amount has been received in the amount of \$11,919.55. Total claim amount received is \$19,285.80.

4. **Secretary for Council** – Jerry asked council members to think who might be interested in doing this.

Action: If you have any suggestions, please pass them on to Jerry or Teri.

5. **Office Support/Admin update** – this in the M&P updates.

6. **Craft Sale** – Saturday, October 28 – Fay reported that she had met with Beth Udby from Tabitha who has coordinated this event for the past number of years. Many vendors have already signed up to attend. A lunch will be served with two soups, biscuits, muffins, etc. There will be a bake table. More information will be coming on this.
Action: 6' tables are needed, so if you have any let Fay know and bring them to the church on the afternoon of Friday, October 27 as that is when the tables will be set up. Also, if you make biscuits or muffins let Fay know.
7. **WUC – logo** – Rev. Dale had a picture of it on his laptop which he showed us.
Action: This is to be discussed at our September meeting.
8. **Lobster Take Out Dinner** – Keith reported that 200 tickets were sold and a profit of \$3,030 was realized. This will be added to our Wonder & Awe Campaign.
9. **Future Council meeting dates** – September 20, 2023
Action: Teri will see that Room B is booked.
10. **Round table date for Infrastructure & Finance Circle & Community & Spiritual Life Circle** –
Action: Jerry and Teri will discuss and send out possible date for this in October.

NEW BUSINESS:

1. **Rev. Dale** – He reported that he will be finished on Sunday, August 20, 2023. He suggested that we hire a bridge appointment. He will send his job description to Kelly. He suggested the possibility of Rev. Shawn Friday who is at St. Andrews at this time but would be available the first of September.
Motion: As a result of Rev. Dale being finished here at Woodlawn United on August 20, 2023 we move that a worship supply person being hired on a ½ time bases till December 31, 2023. Fay moved this and Kelly seconded. Motion Carried.
Action: Kelly will look after this and keep council up to date on this matter.
2. **Designated Funds** – Keith spoke that there are some designated funds that should be looked at and one is the Accessibility fund.
Jerry reported that he and Teri have recently met with Ralph Sams who was the former chair of Accessibility and that more information would be coming soon on this and what would be happening.
Action: Keith will email information on designated funds before our September meeting that will be on the agenda.

NEXT MEETING – September 20, 2023, at 7 p.m.

CLOSING PRAYER – Rev. Dale

MEETING CLOSED AT 9:15 P.M.

