

**West Plains United Church**  
**Wednesday, March 10, 2021**  
**Unified Board Meeting**

**Present:** Peter Fox, **Bev Biggley, Judi Honsberger**, Rev. Philip Gardner, Darlene Groves, **Brian Hallas, Bev Robertson, Bert Posedowski, Linda Sanderson.** (highlighted are voting members)

**Absent:** Shelley Gaylard

**Call to Order** - The meeting opened via Zoom at 7:05 p.m. followed by a prayer offered by Darlene Groves for Faith Formation.

**Previous Minutes and Correspondence:**

Rev. Dr. Philip Gardner and Peter Fox received correspondence from Rev. Margot Feyerer asking that we consider her as a Volunteer Associate Minister (V.A.M.) to West Plains United Church. It was agreed that West Plains would complete the forms to allow this. Peter Fox will print off the forms that he and Rev. Philip will fill out and leave for Darlene Groves, Secretary of the Board to sign. **A motion was made by Linda Sanderson “that West Plains United Church accept the Rev. Margot Feyerer as a Volunteer Associate Minister (V.A.M.)”. Seconded by Judi Honsberger. Carried.**

The minutes of Wednesday, February 10, 2021 were presented to the Board. **Brian Hallis made a motion “to accept the minutes of Wednesday, February 10, 2021 as presented”. Seconded by Bev Robertson. Carried.**

**Rental Committee Report** – Judi Honsberger

Peter Fox sent a reply to Patricia Barr concerning their inquiries about an addition room for a breakroom. He offered them the Fireside Room or the Stokes Parlour at an additional charge, and let them know there would be an additional charge for our cleaners Will and Maria to sanitize the room after their use.

**Faith Formation Committee Report** – Darlene Groves

Our Lenten Book Study of the book *My Year of Living Spiritually* by Anne Bokma began March 7<sup>th</sup> with four participants. Anyone still wanting to join the discussion on Sundays at 11:00 a.m. can email Darlene Groves to be added to the Zoom list.

**Ministry & Personnel (M&P) Committee Report** – Bev Biggley - no report

**Social Justice Committee Report** - Linda Sanderson

Last year in mid-March we sent \$450.00 to Wesley Urban Ministries, instead of food, for their Sunday Dinner Program. To-date we have received more than the usual \$450.00 donation from our Appeal for Donations for this program. The Board agreed to send Wesley Urban Ministries Dinner Program a cheque for \$450 now and once all appeal donations have been tallied an additional cheque will be sent for the remaining amount collected. It was suggested that a note be put in the Mid-week Update and announced during the Sunday service thanking all those who have donated to the Wesley Dinner Appeal.

**Property Committee Report** - Brian Hallas

Property began their meeting with the discussion of two small housekeeping projects: the possible *restoration of the rear sanctuary wall on the Plains Rd. side* which is peeling plaster and paint, and *repair work in the parlor under the window, closest to the kitchen* where there is water damage to the drywall. It was felt that now would be a good time to tackle these jobs while there is minimal activity in the church. The suggestion of possibly recarpeting the Sunday School Room with the surplus carpet tile was raised. In addition, it was suggested that the cabinets and room be re-painted a complimentary color to the carpet. It was also suggested that something be done with the luminated sign, outside in front of the church, because the frame is deteriorating as are the electrical fittings and the timer. We need to consider whether to rebuild the sign or shop the internet for a good quality used sign. The work in the sanctuary requires the checking of a few joints in the roof and the work in the Parlor depends of tightening up some eaves troughing to assure there is no leakage from the outside drip edge, etc. All these items are in the exploration stage at present. Peter Fox requested that the men on Property get their wives to weigh-in on the choice of colors for the Sunday School room.

**Worship Committee Report** – Bev Robertson

Worship had their meeting on Wednesday, February 24<sup>th</sup>. A Zoom Communion followed by Fellowship was offered on Sunday, February 28<sup>th</sup> at 11:00 a.m. Ash Wednesday at East Plains went very well. West Plains is in charge of Good Friday, on April 2<sup>nd</sup>. On Easter Sunday there will be the regular Zoom church service, with the addition of an 11:00 a.m. Zoom Communion.

Lianne reported that we have 13 – 14 expert singers every week now for the Zoom choir. There are a couple of new learning experiences coming up with a new Easter Anthem. She is very excited about the country singer who composed a song about 'Around the Bay' as West Plains is featured in the video.

There was a discussion about the use of Peter's Zoom account and possible reimbursement. Peter stated that he does not want to be reimbursed for this.

K.I.T.T. (Keep in Touch Team) - Philip asked that KITT contact the people who are eligible to be vaccinated at this time to ensure that they were aware and had made their arrangements to be vaccinated. We did that and there were no issues.

On Monday Linda Sanderson visited Edna Cudmore, the day before her 100th birthday, and took flowers from the Congregation. She was bright and cheerful but feels it is a “Crazy” world.

Next meeting is on April 21<sup>st</sup>.

### **Finance Committee Report** – Bert Posedowski

There is nothing eventful in the report for February. We are at a deficit of \$9,602 right now. Our Local Givings is a little less than last year at this time but that shouldn't be a surprise because last year in February we were still an active church and so it is to be expected that our givings would be a little less right now. Our bank balance is still pretty good at \$23,283. We had a very good deposit on March 6<sup>th</sup> with some fairly large contributions around \$14,000 which would bring March's numbers up.

Bert Posedowski asked Property if they were looking at bills from sub-contractors before they were being submitted to Margot Feyerer for payment. Peter stated that all bills go through either himself and/or Brian Hallas prior to be submitted for payment.

### **Stewardship Committee Report**

A package arrived in the mail a week or so ago concerning the U.C.C. Stewardship program. Darlene Groves will put this material in a duo-tang for distribution among the Board Members for their perusal.

### **Trustees Committee Report** – Peter Fox – no report

### **Minister's Report** - Rev. Dr. Philip Gardner

- This week marks the one-year anniversary since COVID-19 shut down access to our building and we began the process of discovering how to be church without a building (the National Day of Remembrance in Canada for those we have lost to the pandemic is tomorrow). It has been a steep learning curve for our congregation, but as I've said before I think we were fortunate to hit on an online worship style that seemed to work for many people—at least judging from the number of hits we've had on Youtube. Words can't express my gratitude to our worship team: Lianne, Peter & Marilyn, our virtual choir and the many instrumentalists who have shared with us. I think West Plains punches above its weight when it comes to the quality of what's on offer, and I feel honoured to be part of it.

- It took us a little longer to get all of our committee and governance structure moved onto the Zoom platform, but we did get there—again in large measure through Peter Fox’s encouragement and leadership.
- I know that we grumble a bit about functioning on Zoom, and there is the ever-present concern for those in our number who have technological challenges, but there are some strengths to Zoom: the fact that we were able to have our usual winter meetings while staying warm and safe in our homes was one. Another strength I think is that there is loveliness during our Zoom communion services in being able to look into people’s beautiful faces rather than at the backs of their heads. There’s an intimacy about possibility that I’ve begun to appreciate.
- All of this is a long way of saying that even when we are able to return to the building and to be physically together, some of the lessons we’ve learned about being the extended West Plains community of faith that takes place in a virtual space beyond the doors of 549 Plains Rd. W. has value. I don’t think we yet know the extent to which this past year may have changed us.
- The next planned Zoom Communion followed by Coffee Hour, by the way, will take place Easter Sunday, April 4th at 11:00 a.m. It will give us the opportunity to be with one another to celebrate this great festival day in the church year in the best way possible: by inviting the presence of the Holy Spirit and sharing our church family meal.
- The Ash Wednesday service which the Rev. Barbara Fullerton and I conducted using the East Plains Zoom account seemed to be quite successful. I believe there were more West Plains folk than East Plains which was very heartening! East Plains will be invited to participate in our Good Friday worship which will be offered using our normal model for online worship. As in—it will be pre-recorded and made available on YouTube. Our normal online forum allows us to feature our music director and virtual choir, which is a treasured resource for West Plains and something I think that we have to offer to our neighbours at East Plains (that they really don’t have).
- The Faith Formation Committee has begun offering a four- week Lenten book study of Anne Bokma’s book entitled My Year of Living Spiritually. Our study takes place Sunday mornings at 11:00 a.m. Not only in worship do we draw our circle wide—the Bokma book study circle extends as far as Calgary.
- The monthly gathering of the Horseshoe Falls clergy will take place next Wednesday, March 17th on Zoom.

### New Business

1. **Annual Meeting** – Peter Fox

A huge thank you to Bev Biggley for her work producing the Annual Report. We have a completed copy of our Annual Report in PDF ready for distribution by email, posting on our confidential webpage, and through Mailchimp as a downloadable link. Ten to fifteen hard copies will also be run off as Finance needs four and U.C.C. needs one, the rest will be made available in the office.

The Annual Meeting will be held Sunday, April 11<sup>th</sup> @11:00 on Zoom followed by a time of fellowship.

2. **St Patrick's Day Program** - Lianne Tan has arranged another special program for St. Patrick's Day March 17<sup>th</sup>.

**Closing Prayer** – Rev. Dr. Philip Gardner

**Motion to adjourned at 8:10 p.m. was made by Bev Robertson.**

**Next meeting** – Wednesday, April 14, 2021 @ 7:00 p.m. via Zoom.

**Opening Prayer** will be offered by Worship (if you are unable to offer prayer please let Darlene know ahead of the meeting).



Peter Fox, Co-Chair of Unified Board



Secretary

Appendix I

FINANCIAL REPORT  
 February 28, 2021

	<u>Current</u>	<u>Budget</u>	<u>Prior Year</u>		<u>Current</u>	<u>Budget</u>	<u>Prior Year</u>
<b>Givings</b>				<b>Expenses</b>			
Loose	1	900	278	<b>Property Maintenance</b>			
Local	12,304	111,000	14,819	Building & Grounds	-	5,000	2,385
Benevolent	1,425	3,635	770	Heating	1,375	3,500	1,089
Outreach	385	2,025	-	Hydro	730	6,200	1,194
M&S Givings	1,155	10,300	1,420	Snow Removal	1,762	2,500	-
Additional Receipts	1,608	8,700	1,496	Maintenance, Lift	-	-	-
<b>Subtotal</b>	<b>16,878</b>	<b>136,560</b>	<b>18,783</b>	<b>Subtotal</b>	<b>3,867</b>	<b>17,200</b>	<b>4,669</b>
<b>Other Revenue</b>				<b>Administration</b>			
Investment Income	1,767	10,600	1,767	Advertising	-	-	-
Rentals- Sanctuary	-	-	-	Bank Charges	97	-	84
Other Rooms	68	2,800	465	Payroll Charge - ADP	45	920	46
TAP	-	-	-	Office Supplies	21	270	646
West Enders	-	-	55	Auditor	-	1,500	-
Fund Raising	20	8,200	210	Telephone/Internet	354	2,300	528
HST/ GST Rebate	-	1,200	-	<b>Subtotal</b>	<b>516</b>	<b>4,990</b>	<b>1,304</b>
<b>Subtotal</b>	<b>1,855</b>	<b>22,800</b>	<b>2,497</b>	<b>Committee Expenses</b>			
<b>Salaries &amp; Benefits</b>				Congregational Picnic	-	-	-
Minister Salary	12,059	72,354	11,800	Faith Formation	-	-	-
Minister Housing	-	-	-	Music	-	745	147
Secretary Salary	-	-	1,900	Sunday School	-	-	-
Sunday School Coordinatc	-	-	-	Youth Group	-	510	-
Youth Leader	-	-	-	Worship	-	-	-
UC Benefits Expense	2,154	12,130	1,914	<b>Subtotal</b>	<b>-</b>	<b>1,255</b>	<b>147</b>
CPP/EI Expense	904	4,400	1,009	<b>General Expenses</b>			
Minister- Travel Allowance	-	50	-	Benevolent	600	2,400	220
- Study/Books/Phone	150	2,400	150	Outreach	-	2,025	-
Custodian	760	4,635	855	Insurance Expense	1,447	9,150	1,087
Custodian- Extra	-	-	-	M & S Givings	-	10,300	-
Music Director	4,644	21,156	4,024	Observer Subscription	-	125	-
Guest Musicians & Supply	-	2,000	90	Other/Miscellaneous	-	5,164	-
Supply Ministers	-	1,080	-	Presbytery Dues	-	-	1,291
<b>Subtotal</b>	<b>20,671</b>	<b>120,205</b>	<b>21,741</b>	<b>Subtotal</b>	<b>2,047</b>	<b>29,164</b>	<b>2,598</b>

Account Summary

Bank Balance 01/01/2021	-13,251
Total Revenue	17,498
Total Expenses	27,101
Surplus/Deficit	-9,602
Transfers	-5,000
Loans	50,000
<b>General Acct Balance</b>	<b>22,147</b>
Reno Fund Surplus	-2,691
Accounts Payable	3,826
<b>Bank Balance 02/28/2021</b>	<b>23,283</b>

Notes:

Respectfully submitted,  
 Finance Committee

FINANCIAL REPORT  
 February 28, 2021

<b>Savings Account</b>			
<b>Date</b>	<b>Debit</b>	<b>Credit</b>	<b>Debit</b>
Jan 1	389.61		Kidz Club (Sunday School)
<b>Feb 28</b>	<b>389.61</b>		<b>Total</b>
Jan 1	223.37		Garden
<b>Feb 28</b>	<b>223.37</b>		<b>Total</b>
Jan 1	1,273.42		Wrap Around Aldershot
<b>Feb 28</b>	<b>1,273.42</b>		<b>Total</b>
Jan 1	6,697.72		Sabbatical Fund
<b>Feb 28</b>	<b>6,697.72</b>		<b>Total</b>
Jan 1	3,095.71		Youth Camping Fund
<b>Feb 28</b>	<b>3,095.71</b>		<b>Total</b>
Jan 1	1,744.68		Piano Fund
<b>Feb 28</b>	<b>1,744.68</b>		<b>Total</b>
Jan 1	1,672.54		Organ Fund
<b>Feb 28</b>	<b>1,672.54</b>		<b>Total</b>
Jan 1	-4,308.41		Interest
<b>Feb 28</b>	<b>691.59</b>		<b>Total</b>
	<b>15,788.64</b>		