**Eastside United Church Leadership Team**

**Minutes of the January 11, 2023**

**Attendees: :** Sarah Tkachuk, Janet Bjorndahl, Russell Mitchell-Walker, Sam Baidoo, Delia Baidoo, Bonny Manz, Cathie Henderson, Becca Anderson, Anita Tessier, Jim Fallows, Leanne Sudom

**Regrets:** Doug Scheurwater

| **Agenda**  **#** | **Discussion** | **Action** |
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| 1. | **Call to Order – Sarah**  Meeting called to order at 7:05 |  |
| 2. | **Opening Devotion - Russell** |  |
| 3. | **Acceptance of the Agenda**  Cathie moved acceptance, 2nd by Bonny. Carried. |  |
| 4. | **Minutes of the November 1, 2022 Leadership Team meeting**  Cathie moved acceptance, 2nd by Anita. Carried. |  |
| 5. | **Business arising from the Minutes (20 minutes)**  5.1 Bookkeeper role and replacement of Anita  Discussion on extra time for processing and paying invoices; this time will be charged to LSC. Time estimated is 3 hours per week. LSC will have to determine the present allocation required for Eastside’s work and remember not to charge BoL for that portion. Presently ES and BoL are each paying half of Becca’s 32 hour work week. November and December’s salary have not been received.  Determination still needed on how to handle payroll; bookkeeper or Board.  A bookkeeper is still needed so follow-up will be done with possibilities, including Teresa Strachan’s daughter.  Bonny volunteered to look after any deposits as already deposits any cash or cheques submitted for offering, or other payments to the Eastside specific account, twice a month. Can just deposit to two accounts.  Becca will get login information for account for bank statements.  With new Chair being appointed, changes will need to be made to signatories.  ***Sam moved that signatories for Eastside United will now be Janet Bjorndahl, Jim Fallows, and Doug Scheurwater. 2nd by Cathie. Carried.***  5.2 Becca update  Becca will be in-person and working in the LSC office.  5.3 Mavis and the grant  The grant was not received so further consideration will be done. | Anita to meet w/Becca.  Followup with BoL re. Nov. & Dec. salary (perhaps post-dated cheques for future?)  Payroll follow up needed.  Sarah to follow-up on bookkeeper.  Bonny to do deposits.  Follow up will be done with the bank re. e-tranfers/auto deposit.  To be discussed at budget specific meeting. |
| 6. | **New Business**  6.1 Chair of the Leadership Team  Janet Bjorndahl has agreed to be chair of the Leadership Team. Ratification will need to be done at the next Congregational Program meeting. Leanne has agreed to be Vice-chair, only if agreed that she will not then be Chair.  ***Leanne moved that Janet Bjorndahl be appointed as Chair, subject to ratification at the next Program meeting. 2nd by Jim. Carried.***  ***Cathie moved that Leanne Sudom be appointed as Vice-chair, subject to ratification at the next Program meeting. 2nd by Jim. Carried.***  6.2 Russell sabbatical proposal  See proposal at the end of the minutes (subject to change).  He plans to be on sabbatical from December 11, 2022 until March 11, 2023, therefore various personnel or alternate means for services will be required during his absence. He will be away for part of Advent so that will likely be the most important period needing good advance planning. Decisions need to be made on whether getting a replacement Minister, BoL, or attending another United Church service. Ken and Hazel did most of the coverage last time Russell’s last sabbatical.  ***Cathie moved that we approved Russell’s request for a sabbatical at the time he has requested. 2nd by Leanne. Carried.*** |  |
| 7. | **Reports**  7.1 Minister’s – Russell  Cluster event January 20th from 7:00 to 9:00 with a guest speaker and then breaking into small groups to discuss how things can continue to move forward toward working together. A few people from Eastside have signed up.  INI Café will be held in February with a speaker about Black History month.  Community Dinner was very well attended and a large donation received.  Homelessness advocates have been working together on this topic as city does not seem to be interested.  The funeral for Leona was done at Broadway with Russell assisting Jim with the service. New year programs are starting.  Russell to go to a conference in Seattle in April.  Lent services will be somewhat different this year. Michael from the Anglican diocese will be assisting with services and Wednesday nights there will be services held.  7.2 M&P - Cathie  Topics were covered under other agenda items.  7.3 Region - Becca  It is the week of prayer for Christian Unity. The United Church has agreed to give cost of living increases to staff so Becca’s and Russell’s salaries will be increasing and mileage has also increased.  7.4 Finance – Jim  - 2023 Budget  There was an operating deficit in 2022 although not as bad as originally anticipated as some extra monies received in December. BoL has almost paid off their debt to LSC. Munch is no longer a renter so revenues not as high. In order to meet 2023’s budget requirements, increased revenues are needed, approximately 10% more than 2022. We also don’t know our Regional assessment yet.  As well, follow up will be done with the Anglican diocese to see if they will contribute 20% to LSC expenses. It is not known if there will be a contribution holiday from the LSC. And another potential renter for the summer. Russell’s sabbatical will require consideration. We also have reserves that we have taken to cover some costs but, once gone, they will need to come out of the budget.  Jim did a preliminary budget and there will be a budget specific meeting held on January 24th from 3:00 to 4:00 on Zoom for anyone from Leadership team wanting to attend.  The budget will be shared with the Leadership team before the AGM and a meeting held via Zoom on February 7th at 7:45.  - Finance AGM date  To be held February 26th. Becca needs the information for the financial report for the meeting at least a week before the meeting.  7.5 Living Spirit Centre Committee - Sarah  Sarah will continue as an Eastside rep. for now, and will send reports to the Leadership meeting. Jim is involved in the financial aspects and can report on the Finances. There is new renter that took over one of the Arcola Wellness offices.  7.6 Faith Formation - Leanne  The Sunday School teachers are Amanda, Stephannie and Leanne.  7.7 Gratitude team – Teresa (via email)  The team met on January 11th and checked on the Stewardship package responses received. Quite a few have not responded, based on the numbers of letters sent out. An email reminder with a financial update will be sent out. Becca will create an electronic fillable form to perhaps make it simpler for people to respond.  7.8 Congregational care - Delia  A luncheon is planned for January 22nd to highlight Eastside’s newcomers; approximately 10 individuals or families. Each table will include a Congregational Care representative. The lunch for the newcomers will be covered the Congregational care team budget, as well as any donations from others attending. The newcomers will receive an Eastside t-shirt.  Grief books have been shared with those requiring them, and the team continues with calling members. | Leadership Team to ratify budget.  Notice of meeting will need to be given two weeks before meeting. |
| 8. | **Next Meeting**  March 14th at 5:00 p.m., hybrid |  |
| 9. | **Closing Prayer** |  |
| 10. | **Adjournment**  Bonny moved the meeting be adjourned at 9:21 |  |

**SABBATICAL PROPOSAL for 2023/24**

This is a formal request for a three-month Sabbatical from **December 11, 2023 – March 11, 2024**. It is important to note that this is through the last part of Advent, Christmas, and includes the first 4 Sundays of Lent. There is some thinking in ministry circles that when taking a sabbatical it is good to include one of the busiest times of the year (i.e. Christmas or Easter) so the minister gets a break from it. I realize that this covers parts of two major seasons, and this may be a challenge for the congregation so we can talk about that.

I am still working out the details of the plan, but at this point this is what I am planning:

* To take some intentional time to reflect on and learn about possibilities for retirement, including what would be involved to explore continuing my ministry with Eastside half time. This may involve having some retreat time (possibly silent!) at Queens House Retreat centre.
* To work with the Regina Cluster supporting the ongoing work of how we be church in Regina, and good stewards of our resources. This would include how we as Eastside may share ministry with others.
* I also plan to review my notes from and build on my experience of the neighbourhood during my 2018 sabbatical and look to new and next steps for engaging with the neighbourhood.
* If prices for flights go down enough, to have some rest and renewal through a trip to Australia with Brian.
* To take some time to read some of the books that have been piling up on my coffee table at home!

Sabbatical Coverage

Recognizing that this is a burden on the congregation to maintain my full salary and provide coverage for the time I am away, I have approached Laura Sundberg, retired minister to inquire if she might be willing to offer supply preaching coverage (possibly pastoral care) for some of the time I am off. She was open to discussing that. Similar to last time, lay people can probably take on most of the leadership for the regular programs, such as the book study and Film & Faith. Community Dinner will have to be worked out.

Regardless of what happens for supply ministry during my sabbatical the congregation may also be assigned a pastoral charge supervisor by the presbytery.

Faith formation has requested a budget line for 2023/4 to build a fund for Sabbatical coverage.