**Eastside United Church Leadership Team**

**Minutes of the September 13, 2023 Meeting**

**Attendees:** Janet Bjorndahl (Chair), Sarah Tkachuk, Russell Mitchell-Walker, Sam Baidoo, Delia Baidoo, Bonny Manz, Cathie Henderson, Teresa Strachan, Leanne Sudom, Jim Fallows, Ron Brandow

**Regrets:**, Doug Scheurwater

| **Agenda**  **#** | **Discussion** | **Action** |
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| **1.** | **Call to Order – Janet**  Called to order at 7:05 |  |
| **2.** | **Opening Devotion - Russell** |  |
| **3.** | **Acceptance of the Agenda**  Approved. |  |
| **4.** | **Disclosure of any Conflict of Interest**  New standing item to remind us of our responsibility under the United Church’s [Conflict of Interest Policy](https://united-church.ca/sites/default/files/conflict-of-interest-policy.pdf#:~:text=The%20purpose%20of%20this%20policy%20is%20to%20give,in%20the%20best%20interests%20of%20the%20United%20Church.)  Janet is documenting the processes. UCC has a Conflict of Interest policy that the LT should follow. People on the team should speak up if they believe they may have a conflict with something discussed in any meetings. (ie. The LT considering a contract with a LT’s family member for a service provided) |  |
| **5.** | **Minutes of the May 10, 2023 Leadership Team meeting**  Acceptance deferred until next meeting. | Add to next meeting’s agenda. |
| **6.** | **Business arising from the Minutes**  **6.1 United Church of Canada Remit 3**  [Establishing an Autonomous National Indigenous Organization | The United Church of Canada](https://united-church.ca/news/establishing-autonomous-national-indigenous-organization)  The LT needs to vote on this by spring. Some discussion was done but it was felt that we should have additional information before we vote.  **6.2 Finance process review (separate meeting)**  The meeting occurred and identified the need for additional policies (see Agenda Item 7.2)  **6.3 Designation of income from Community Dinner**  Deferred; to be discussed at another meeting.  **6.4 Google Drive for Leadership Team documentation**  Work in progress (**see policies under New Business**)  **6.5 Planning for Russell’s sabbatical**  See Russell’s report following the minutes. | Russell to distribute additional info. to LT |
| **7.** | **New Business**  **7.1 Bookkeeper status**  Charmaine from Perfectly Balanced Books will return to doing the books beginning with September’s.  **7.2 Policy Development**  Identified 4 policies we need regarding records and finances.   * Drafted: Personal Information and Privacy Policy; Designated Revenue Policy * To do: Memorial Donations Policy; Records Retention Policy   Janet has been reviewing policies and has drafted or begun drafting some, the ones under the foregoing first bullet were emailed out to the LT for review. Part of the reason is we now get revenue by various means; cheques, cash, email transfers, PAR, CanadaHelps and the information goes to various people (Treasurer, Envelope Secretary, Bookkeeper) so a policy is needed to cover this.  As well, UCC has a Memorial Donation Policy and we should perhaps have one for our church. It would help the Bookkeeper with their records, but it would be made clear in the policy that the LT makes the final decision on how these funds will be used. Janet asked if anyone wanted to volunteer to assist with this but none so far.  A Records Retention Policy should be done, and Janet will be working with Becca to see what is needed.  **7.3 Emergency/Reconciliation Fund**  Can we establish a fund that allows us to respond to emergencies, e.g., from Regina Native Outreach Ministry?  We do not have a fund to provide assistance if asked but perhaps have a budget line for it. | Further discussion needed. |
| **8.** | **8.1 Minister’s – Russell**  See report at end of minutes.  **8.2 M&P – Cathie**  No meetings have been held yet. They are working with Becca on developing a way to track vacation, sick leave, education leave, etc. They also want to more easily track expenditures from the budget on things such as training. Plus ensure the M&P policies are followed (ie. Sick leave).  **8.3 Region – Ron**  As it was Ron’s first meeting as Regional Rep. he asked what the LT’s expectations of him were. He has been a member of the Executive for a number of years and remains as part of the Living Skies Region Executive.  He attended the 2023 Regional AGM. A lot of business was covered, including reports from various groups as well as booths. Their guest speaker was Cadmus Delorme. They voted unanimously to support the Remit (our agenda item 6.1). They are also working on becoming an Affirming Region, which requires some paperwork to be done and submitted for approval. They also had an opportunity to attend a Youth Powwow while there, which he said was very welcoming and meaningful.  The Regional Rep. position should be brought up yearly to enquire if the person wishes to continue in that position or if a new one is needed.  **8.4 Finance – Jim**  The August offering was low. We have sufficient funds with our cash reserve, but will not be sustainable in the future. A viability conversation has to take place with BoL.  Jim volunteered to do a presentation or two when Russell is on sabbatical on immigration, as well as perhaps charitable giving.  **8.5 Living Spirit Centre Committee – Sarah**  LSC is looking for new partners and have to develop a new partnership agreement, either for a partner or new renters. Sarah is looking for someone to assist with developing it and would prefer it be someone with experience on the LSCC.  **8.6 Faith Formation – Leanne**  Kickoff Sunday is September 17th. A potluck is being held after church, and the Philippine congregation has been invited to join us for lunch.  Posters are being put up to do with the local Entrepreneur’s Fair, being held October 14th.    **8.7 Gratitude team – Teresa**  The Stewardship Campaign is being worked on, and a question was asked about simplifying the response cards. Letting members know what their funds are used for is important, as well as asking them what programs they would like to see funded.  **8.8 Congregational care – Delia**  Some re-vamping needs to be done as there have been new members joining the team and sometimes a member does not know the person or people they may be contacting. The phone lists are generally split between the members. They provide grief books to people who have suffered losses, and hand out prayer shawls to those needing them. They also arranged the suicide seminar. They want to help with what they can when Russell is on sabbatical. | Put on 2024 agenda.  Jim’s suggestion on presentations (Item 8.4) will be brought to next Faith Formation meeting. |
| **9.** | **Forward Looking**  A separate meeting and/or conversations need to be held to discuss visioning, finances, and sustainability. Janet asked if there were any suggestions for specific topics such as clusters, growth, working with other congregations, etc. |  |
| **10.** | **Next Meeting**  Special meeting: Thu Sep 28 at 7:00 pm  Regular meeting: Wed Oct 25 at 7:00 pm |  |
| **11.** | **Closing Prayer - Russell** |  |
| **12.** | **Adjournment**  Leanne moved meeting be adjourned at 8:55 |  |

**Eastside United Church**

**Leadership Team Minster’s Report**

Russell Mitchell-Walker

September 13, 2023

**Regina Cluster**

No news with the cluster except that I have reached out to those who have been active to organize a response to the provincial policy, which at this point was presence at the protest. I also let them know that I am willing to take the lead on getting us together and on exploring what would be involved in coordinating churches to offer their space for a meal and overnight accommodation for the winter nights. This would be an ‘Out of the Cold’ program.

**Parish Ministry/Outreach**

INI Café Live will begin in October on the 20th. We are going to the Treaty 4 PowWow on Saturday with ICF and anyone interested in coming.

LSC Climate Justice Committee will be looking to get together to review the survey on the Solar Plannet project.

Faith Formation has supported having a small business Entreprenuer’s Fair Oct 14. Leanne Sudom agreed to head this up with Sam Baidoo and Delia Knight. This is a program funded with the Community Dinner money as part of the funding proposal to promote the Community Dinner.

The Community Dinner, had Cara Driscoll speak on her pottery work of Women in the Bible. This fall we have planned for Adam Hicks of the Regina Public School Board for September and Jane Kryzowski of the Regina Catholic Inclusive community in October as speakers. We also hosted the volunteers with the houseless to for a volunteer appreciation dinner Sept 7, using the Community Dinner funds.

**Pastoral Care**

There have been a number of folk I have been in contact with or offered support over the summer and recent weeks. Rachel MacDonald with her mother’s death; Ruth Hannah who has moved into care in Indian Head; Sheri Nupdal in the passing of her brother; Barry Adamko dealing with cancer; Holly Mah with Kyle’s heart surgery and Sandy’s mother’s death; Maureen Hughes in the death of her stepdad; Brent Tkachuk’s father’s death; Pat Hilderman’s death.

**Gratitude Team/Stewardship**

Gratitude Team is planning a stewardship campaign starting Oct 15 or 22 with a lunch after church, which would provide folk with the package needed. We plan to form 10 teams who would be responsible for about 16 people on our list, inviting them to the lunch, making sure they get the package if they didn’t come to the lunch and following up with them to get their response in. We hope each person on the LT will be one of those team leaders. We will also be discussing as soon as we can meet how to communicate our present need and shortfall to the congregation. Any ideas are welcome.

**Faith Formation**

Film & Faith will start September 29, and may be at the theatre or in the church..

Messy Church has been restarted following a meeting with all those offering a program in the city. Westminster, Wesley/Sunset, and Bread of Life will work with us to offer it once a month on the second Thursdays from 5:30-7:30.

Courageous Faith will start up on Sept 28, using speakers from a variety of summits new and old that we haven’t heard yet. This will continue online.

The Open Minds, Open Hearts, Open Books group will start September 14 with the book Bible Stories for Grown Ups by Josh Scott.

**Continuing Education & Wider Church**

I will be going to Toronto for a training session for consultants for the Harassment Policies of the church Oct 22-25.

**LSC/MAP**

I have spent some time with Becca and Sarah before and during the summer, preparing communication about seeking new Partners for LSC and then responding to some inquiries. There are presently 4 active possibilities that could be partners or renters. We are looking for some volunteers to be part of a sub-committee who would do the initial discussions and negotiating with the interested parties.

**Sabbatical Plans update**

I have confirmed with Laura Sundberg the weeks she is willing to help lead worship for some of the time that I am away, during Advent and some January and the beginning of Lent (which starts Feb 14). Jenni Krall is willing to cover most of the other Sundays. Stewart is willing to do emergency pastoral care and Hazel Arbon will be our supervisor, attending Leadership Team meetings. Kacey Colibaba and Carlin Richards will coordinate Film and Faith. Community Dinner will take a break while I am away