

**Northern Spirit Executive Minutes  
January 13, 2021 via Zoom**

<b>Present</b>	Gord Waldie (Chair), Mary Annan, Marilyn Carroll, Peter Chynoweth, Margaret-Anne Hall, Alistair MacKay.  A quorum was present.
<b>Corresponding Members</b>	There were no corresponding members in attendance.
<b>Regrets</b>	Shauna Scott (Treasurer).
<b>Staff Present</b>	Shannon McCarthy (Executive Minister), Earl Reaburn (Pastoral Relations Minister), Julie Graham (Justice and Communications Minister), Heather Dootoff (Finance Administrator), Jamie Mckay (Executive Assistant & Recording Secretary).
<b>Call to Order</b>	Gord Waldie opened the meeting at 9:30 AM.
<b>Opening Worship and Check-in</b>	Gord Waldie read scripture and said a prayer.
<b>Agenda Review</b>	We reviewed the agenda.
<b>030-2020/2021</b>	<b>It was agreed by consensus: That Northern Spirit Regional Council Executive accept the agenda as distributed.</b>
<b>Correspondence</b>	There was no correspondence.
<b>Approval of Minutes</b>	There were no minutes to review. We will approve the minutes from December 9, 2020 at the next meeting.
<b>FINANCE</b>	Heather Dootoff presented the following financial statements: <ul style="list-style-type: none"><li>• NSRC Budget, Actual and Projected to Dec31, 2020 (Appendix A)</li><li>• Northern Spirit Regional Council Balance Sheet at 12-31-2020 (Appendix B)</li></ul> <p>We had a surplus of \$84,387 in governance and a surplus of \$14,331 in Mission and Ministry.</p> <p>Funds allocated for Campus Ministry are included in the Mission Support Grant total of \$139,000.</p>
<b>031 – 2020/2021</b>	<b>It was agreed by consensus: That Northern Spirit Regional Council Executive receive the following draft financial statements:</b> <ul style="list-style-type: none"><li>• <b>NSRC Budget, Actual and Projected to Dec31, 2020</b></li><li>• <b>Northern Spirit Regional Council Balance Sheet at 12-31-2020</b></li></ul>

**Bursary Fund Society** There is no decision to be made at this time. We are waiting for information to arrive and will keep this item on the agenda.

**PASTORAL RELATIONS** Eart Reaburn reported.

**Pastoral Relations Commission** The Pastoral Relations Commission has not yet met in 2021 and there is nothing new to report.

**Ministry Personnel Support Committee** The Ministry Personnel Support Committee met on January 12, 2021 but has nothing new to report.

**Community of Faith Support Committee** The Community of Faith Support Committee is meeting January 14, 2021 and will discuss when we would have a covenanting service with Living Spirit United Church in Drayton Valley.

Irma United Church had a small fire in their sanctuary caused by Christmas tree lights. There was no structural damage, but the sanctuary was covered in soot. The restoration will take a few months. The congregation is doing well and carrying on with other arrangements.

The committee will be meeting with the executive of McDougall United Church to discuss what being in covenant means. They have declined to enter into covenant with Northern Spirit Regional Council.

*GC Ruling on Annual Meetings* There have been a lot of questions regarding the GC ruling on annual meetings and reports.

We suggest to the Community of Faith Support Committee to clarify that the annual meeting exemption is not an exemption from having an annual meeting, but rather giving communities of Faith the option to hold it after June 30, 2021. If annual meetings are held before June 30, 2021, we strongly urge them to be held virtually.

Communities of Faith may also submit full reports as usual but they may also submit an abbreviated report which would consist of reports from:

- Official board chairperson
- Pastoral charge supervisor or minister
- 2020 financial statements
- 2021 proposed budget
- List of 2021 pastoral charge officers
- A due date for which the report would be submitted

Statistical forms can be completed online via ChurchHub and we encourage the forms to be sent online instead of using paper.

**Northern Spirit New Ministries Development Fund** We continue to transition from the Edmonton Presbytery Property and New Church Development Fund to the Northern Spirit New Ministries Development Fund. We still need to determine terms of reference and discuss communication.

**Lay Leadership  
Support Committee**

The Lay Leadership Support Committee has not yet met in 2021 and has nothing new to report.

*Commitment to Youth  
Ministry*

The regional council made a commitment to support youth and young adult ministry which includes campus ministry, camps, youth, and young adults. This priority doesn't seem to have been attended to.

We believe a task group or a committee had been assembled and had begun work with youth and young adults, but not campus ministry. Money has been set aside to support youth and young adult ministry. It would be helpful if someone monitored the status of this priority.

We would like to have a longer conversation about this and will add this item to the next meeting.

**REPORTS**

**Executive Minister's  
Report**

Shannon McCarthy reported.

*Lamont Health Center*

There has been a complaint about care received at Lamont Health Centre.

Lamont Health Centre is an incorporated body of the United Church of Canada and we serve in an administrative role but don't have much to do with the running of the centre. Northern Spirit Regional Council has become involved because Alberta Health has said the centre is run by the United Church of Canada and should be referred to us.

An emergency meeting of the Executive may be called if the situation escalates quickly.

*Commission Minutes*

Shannon brought forward a procedure for discussion about commission minutes that has been adopted in other regional councils.

Normally the motions from commissions are made public when their minutes are received through the Executive minutes. This creates a time lag between their work and the work of the Executive.

We will consult with the Pastoral Relations Commission and the Property Commission and discuss this further at the next meeting.

**Communications &  
Justice**

The websites have carried us through crisis communications. In the beginning of 2021, we will focus on newsletters, including working out MailChimp accounts, sign-up forms, and considering how to address newsletter content overload. The need for a regional council directory has become a higher priority.

Julie is working with the Pastoral Relations ministers to send a letter out to encourage clusters and networks to meet, and to remind people of the resources available to support their work. They are also compiling a list of known clusters and networks for the websites.

**Together We Worship** Many of our communities of faith are not meeting in person which is affecting the use of Together We Worship.

Two congregations have applied. One has paid for a year subscription and the other is going submitted expenses on a month-to-month basis.

**ORDER OF THE DAY** Gord Waldie extended the order of the day.

**2021 NSRC Regional Meeting** We discussed the date and format of the 2021 Regional Council Meeting. We do not have a regional meeting planning committee and we need to elect commissioners for General Council 44.

*Date and Format* We are in favour of having a weekend meeting. The 2020 meeting was structured so that we had little time for business, discussion, and emergent business.

We discussed the format of the regional meeting. We would like more time for education and worship. We would also like more time for regional council business. We thought it would be helpful to livestream the worship service so it could be available to a larger group.

*GC Commissioners* If we hold an educational gathering in the spring followed by an official regional meeting in the fall, we will be able to ask delegates to serve and get an application in.

**032 – 2020/2021** **It was agreed by consensus:**  
**That Northern Spirit Regional Council will hold a two-part regional meeting, one taking place in late Spring with a focus on education and community building, and the second taking place in Fall with a focus on regional council business.**

*Planning Committee* We think it would be a good idea to have someone from the Affirm Task Group on the planning committee. Marilyn Carroll will contact Linda McLaren about joining.

**Nominations** Marilyn Carroll brought forward a name to appoint to the Community of Faith Support Committee.

**033-2020/2021** **It was agreed by consensus:**  
**That Northern Spirit Regional Council Executive appoint HELEN REED to the Community of Faith Support Committee, effective immediately.**

**Next Meeting** The Executive agreed to meet on the second Wednesday of each month at 9:30 – 11:30 AM via Zoom with the next meeting dates:

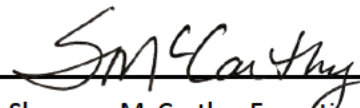
- February 10, 2021
- March 10, 2021

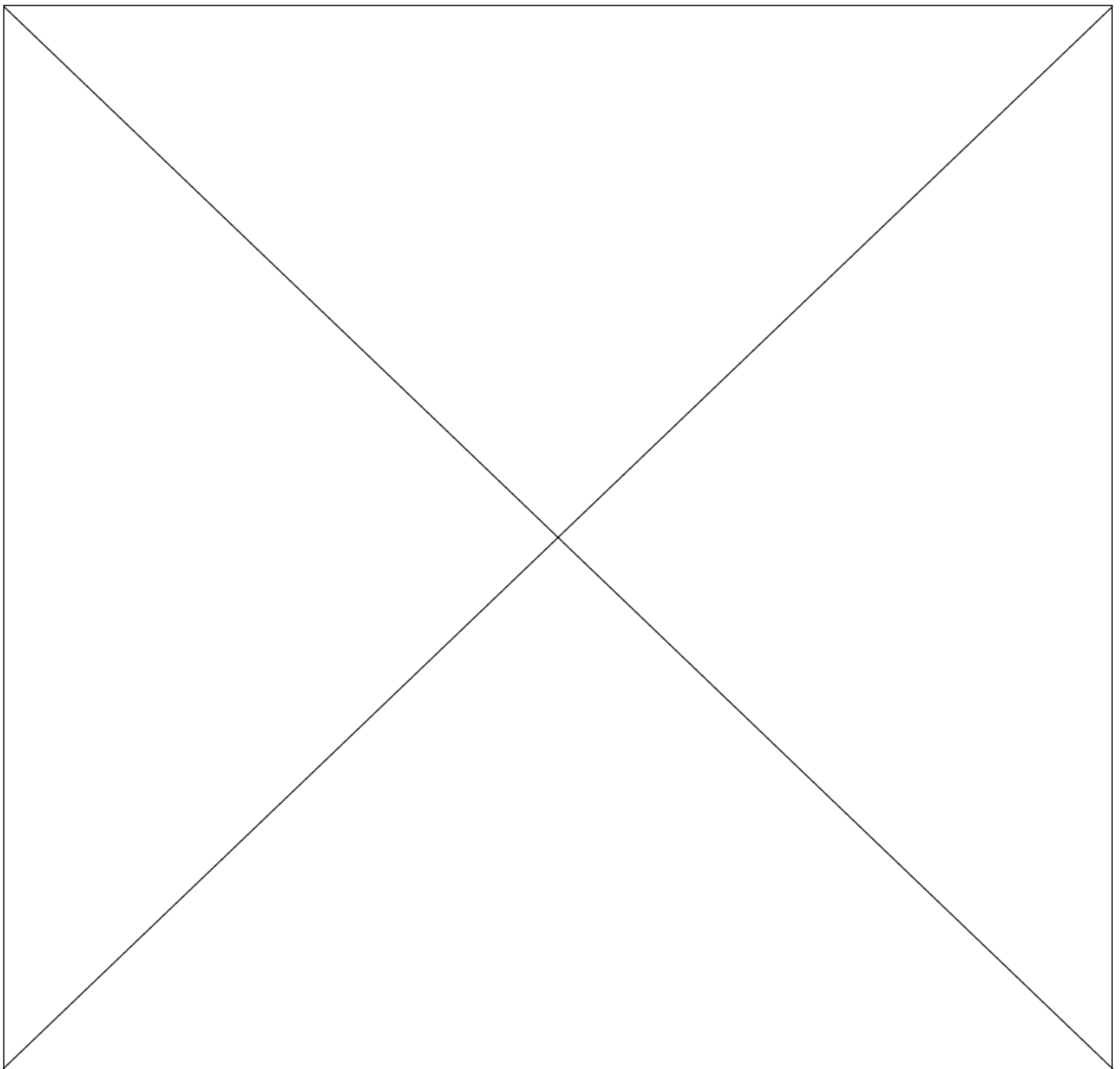
- April 14, 2021

**Closing Prayer**            Gord Waldie said a closing prayer.

**Adjournment**            Gord Waldie adjourned the meeting at 12:00 PM.

  
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Gord Waldie, Chairperson

  
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Shannon McCarthy, Executive Minister



<b>NSRC Budget, Actual and Projected to Dec 31, 2020</b>	<b>Budget</b>	<b>Dec 31-2020</b>	<b>Comments</b>
<b><u>Governance Revenue</u></b>			
Governance and Shared Services (from assesments)	\$ 325,000	325,000	
Shared Exec Min and Assistant Grant	\$ 67,000	67,000	
Donations		225	
Other		6,723	restorative care, interest
	<b>\$ 392,000</b>	<b>398,948</b>	
<b><u>Governance: Office and Staffing Expenses Region 2</u></b>			
<b>Office Expenses:</b>			
Office Rent (Kirk Centre)	\$ 37,800	38,273	now pay gst
Supplies	\$ 3,900	7,135	extra insurance
Postage and Courier	\$ 1,500	645	
Photocopier	\$ 1,500	906	
Phone and Wifi	\$ 4,100	3,789	
Misc Office costs		564	
Website	\$ 800	1,056	
Audit /legal	\$ 5,500	5,596	
discretionary fund	\$ 5,000	-	
<b>Executive Minister &amp; Program Assistant</b>			
Shared Office Costs (Jamie, Heather,Julie and Shannon)	\$ 13,000	9,778	
Shared Travel (1/3 of shared staff travel costs)	\$ 10,000	1,053	
<b>Staffing</b>			
Shared Staff (Jamie, Heather Shannon 1/3)	\$ 85,000	85,973	
Past Rel Minister (2/3) Region Admin (1/2), archivist	\$ 135,000	138,729	
All Staff Teaming event (1/3)			
Con-ed (\$1415 - Earl, \$363 Leanne, \$222 Kathy, Shannon)	\$ 3,000	1,629	
Staff Travel	\$ 5,000	367	
<b>Shared Services</b>			
Incorporated Ministries (\$500/ministry)	\$ 8,000	8,000	
IT services and support	\$ 3,680	3,619	
<b>Governance: Committee and Structure</b>			
Annual meeting	\$ 35,000	619	
Governance Committee costs*	\$ 24,000	6,830	incl moving grant

<b>TOTAL GOVERNANCE</b>	\$ 381,780	314,561	
<b>Remainder of Governance Total</b>	\$ 10,220	84,387	
<b><u>Mission and Ministry Revenue Northern Spirit</u></b>			
Grants, Fees and Donations		3,503	
Mission & Ministry (Mission & Service Fund)	\$ 289,000	289,000	
	\$ 289,000	292,503	
<b><u>Mission and Ministry Costs Northern Spirit</u></b>			
<b>Staffing</b>			
Past Rel Minister (1/3), Adm .5 and 1/3 Communication/O	\$ 106,900	109,219	
<b>Mission &amp; Ministry</b>			
Mission Support grants	\$ 149,000	139,000	
Clusters, Events, Grants	\$ 20,000	29,748	\$20K to Kirk
Mission & Ministry Committee Costs	\$ 10,000	205	
	\$ 285,900	278,172	
<b>Remainder of Mission &amp; Ministry Total</b>	\$ 3,100	\$ 14,331	
<b><u>Restricted Fund Revenue</u></b>			
Donations/fees			
Restricted Fund Directed funds		25,594	
Restricted Fund Interest		335	
		25,929	
Restricted Fund Expenses			
Events/Meetings			
Program Expenses/Grants		27,828	
		27,828	
<b>Net income for Restricted/Designated funds</b>		-	<b>1,899</b>

**Northern Spirit Regional Council  
Balance Sheet As at 12-31-2020**

**ASSET**

<b>Current Assets</b>		
Cash on Hand	220.00	
Conexus Savings	40,083.67	
Conexus Chequing Account	113,167.17	
Total Cash		153,470.84
GICs	835,000.00	
Total Investments		835,000.00
Accounts Receivable	3,924.15	
Total Receivables		3,924.15
A/R St. Stephen's College loan		39,000.00
A/R Ann Mazur Loans		25,447.28
<b>Total Current Assets</b>		<u>1,056,842.27</u>
<b>TOTAL ASSET</b>		<u><u>1,056,842.27</u></u>

**LIABILITY**

<b>Current Liabilities</b>		
Accounts Payable		5,668.59
Living Skies Holding Account		-701.47
Prairie to Pine Holding Account		-1,175.40
Accrued Vacation Regional Staff		4,647.00
GST Paid on Purchases	-891.35	
GST Owing (Refund)		-891.35
Prepayments & Deposits		-392.57
<b>Total Current Liabilities</b>		<u>7,154.80</u>
<b>Long Term Liabilities</b>		
Archive Trust Fund		145,324.40
Emergency Relief Trust Fund		13,912.15
Reclaiming the Mission Fund		24,159.77
Special Conflict Res Trust Fund		7,606.17
Ann Mazur Fund		183,181.56
<b>Total Long Term Liabilities</b>		<u>374,184.05</u>
<b>TOTAL LIABILITY</b>		<u>381,338.85</u>

**EQUITY**

<b>Retained Earnings</b>		
Contingency Reserve Fund 3.1.1		150,000.00
Mission and Ministry Fund 4.1.3		291,591.00
Conflict Resolution Fund		29,369.99
Pastoral Relations Emergency F...		10,000.00
Retained Earnings - Previous Year		97,722.48
Current Earnings		96,819.95
<b>Total Retained Earnings</b>		<u>675,503.42</u>
<b>TOTAL EQUITY</b>		<u>675,503.42</u>
<b>LIABILITIES AND EQUITY</b>		<u><u>1,056,842.27</u></u>