

**Northern Spirit Executive Minutes
January 19, 2022 via Zoom**

Present	Gord Waldie (Chairperson), Helen Reed (Chairperson-Elect), Donna Kline (Treasurer), Mary Annan, Marilyn Carroll, Peter Chynoweth, Margaret-Anne Hall, Alistair MacKay, Leslie Penny. A quorum was present.
Corresponding Members	There were no corresponding members in attendance.
Regrets	There were no regrets.
Staff Present	Shannon McCarthy (Executive Minister), Earl Reaburn (Pastoral Relations Minister), Heather Dootoff (Finance Administrator), Kathy Jackson (Office Administrator), Jamie Mckay (Executive Assistant & Recording Secretary).
Call to Order	Gord Waldie opened the meeting at 9:30 AM (MDT).
Opening Worship and Check-in	Gord Waldie gave a reflection and led a prayer.
Agenda Review	We reviewed the agenda.
033 – 2021/2022	It was agreed by consensus: That Northern Spirit Regional Council Executive accepts the agenda, as distributed.
Correspondence	There was no correspondence.
Approval of Minutes	We reviewed the minutes from November 10, 2021. We will review the minutes from November 17, 2021 and December 8, 2021 at the next meeting.
034 – 2021/2022	It was agreed by consensus: That Northern Spirit Regional Council Executive approves the minutes from November 10, as corrected.
FINANCE	We received contingency funds held by General Council for use by regional councils during the transition. The funds were not needed so it was dispersed across the sixteen regional councils.
<i>Undesignated Donations</i>	Every year the regional council receives donations, many from travel claims being gifted back. Larger donations usually indicate how the funds are to be used. Rather than use undesignated donations for operations, it is proposed they be used to fund Mission and Ministry.
035 – 2021/2022	It was agreed by consensus:

That Northern Spirit Regional Council Executive agrees that undesignated donations received by the regional council be used to fund Mission and Ministry.

Funds transferred from Student Bursary Fund

At some point in the last year, the Student Bursary Fund was transferred into Northern Spirit Regional Council. The fund's assets were held in Frontier Capital and The Alberta Treasury Branch and remain there after their transfer.

The Executive Minister and Financial Administrator are signing authorities on the Frontier Capital account. Mary Annan, Kathy Jackson, and Earl Reaburn are signing authorities on the Alberta Treasury Branch account.

The funds in the Alberta Treasury Branch meet the requirements of the Finance Guidelines as the funds are guaranteed by the Province of Alberta. However, the Signing Authorities are not consistent with the guidelines.

036 – 2021/2022

It was agreed by consensus:

That Northern Spirit Regional Council Executive agrees that upon the maturity of GICs and term deposits held at Alberta Treasury Branch, we will close the account.

We had a discussion on whether to retain funds in Frontier Capital, which are not guaranteed or protected in any way and therefore does not comply with our policy. We either need to change where the funds are kept or change the policy.

Donna Kline agreed to investigate the quality of other equity funds and come back with proposed changes.

Financing In-person Annual Meetings

It has been decided that the regional council will hold in-person regional meetings every three years, with online meetings held in other years. The next in-person meeting of Northern Spirit Regional Council will be in 2024.

The cost of an in-person meeting is higher than the cost of online meetings. If the budget is higher every third year, there may be requests to increase expenditure to these levels every year, which we believe would be unsustainable. Sources of funding may also change.

It is proposed that an in-person meeting fund be set up and that the Executive review a five-year strategic plan to determine if there are risks or opportunities for funding expenditures that should be investigated.

037 – 2021/2022

It was agreed by consensus:

That Northern Spirit Regional Council Executive agrees to establish an in-person regional meeting fund.

PASTORAL RELATIONS

Earl Reaburn reported.

Pastoral Relations Commission

Starting February 9th, the Pastoral Relations Commission is planning a Wednesday workshop for Pastoral Relations Liaison training. Lay people are welcome to attend.

Communities of Faith Support Committee

The Communities of Faith Support Committee would like to develop a way for pastoral charges to engage in conversation about partnerships with other congregations. As more and more ministry personnel retire, move, and relocate, it's becoming more urgent.

A small task group has been formed with a member of the Pastoral Relations Commission, the Property Commission, and the Community of Faith Support Committee.

Ministry Personnel Support Committee

The Ministry Personnel Support Committee met last week.

One point of discussion was receiving guidance from the wider church in unusual circumstances, such as the arrival of Coronavirus Omicron variant, and how to proceed with Christmas Eve services. The guidance being offered is different across regional councils.

The Executive wanted to note that the structures set up between regional councils are very different and we aren't encouraging a comparison between them. We acknowledge that people are exhausted of making decisions. The issue of guidance around unusual circumstances feels like a pastoral care situation, not a question of polity.

REPORTS

Executive Minister's Report

Shannon McCarthy reported.

Ashmont United Church

Ashmont United Church has agreed to gift their building to Acimowin Opaspiw Society, who has many programs around healing for survivors of residential schools.

GC44 Commissioners

The first session of GC44 is February 13, 2022. Listening sessions are in March, April, and May, discussion sessions will be in June, and voting happens in July. There will be time to register to gather commissioners for discussion around specific topics.

General Council is using a new virtual meeting system for GC44 called Pheedloop. To be efficient, training will be provided for all three regional councils at the same time.

Salary scale changes

Based on the decision to eliminate the two-tiered salary schedule, General Council has agreed to cover the salary differential for 2022.

Kathy Jackson

After 25 years of service, Kathy Jackson is retiring in September 2022.

Kathy has been a tremendous resource person and does exceptional work. We will begin work to find someone to move into her position and glean as much knowledge as we can before she retires.

Incorporated Ministries

There was nothing new to review from incorporated ministries.

Engaging Communities of Faith

We had a discussion on a proposal to engage communities of faith with questions that would give us a picture of the issues of the regional council.

The information learned from the proposed questions is already available, but not all in the same place. Before going to communities of faith, we could start with combining the knowledge and data between our resources. We might also consider holding a meeting between all the regional council's commissions and committees.

A lot of us have past knowledge but we want to make decisions based on the current state of affairs. The questions posed and the answers provided would be helpful to get an idea of what is going on in the regional council.

We agreed to reflect on this discussion and come back to it at a future meeting.

Justice & Communications

We will hear an update from Justice and Communications at a future meeting.

Nominations

Marilyn Carroll has contacted an individual who expressed interest in the anti-racism proposal and is waiting for a response.

If any members on the Executive are willing to serve a second term, please let Marilyn know.

Marilyn Carroll has completed two terms on the Executive and will be finished in June.

Next Meeting

The Executive agreed to meet on the second Wednesday of each month from 9:30 AM – 12:00 PM via Zoom with the next regular meeting date:

- February 9, 2022

Closing Prayer

Gord Waldie led us in a closing prayer.

Adjournment

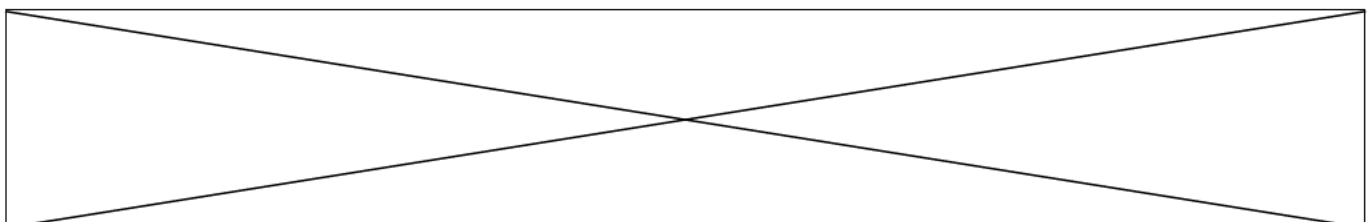
Gord Waldie adjourned the meeting at 12:05 PM.



Gord Waldie, Chairperson



Shannon McCarthy, Executive Minister



2021 Northern Spirit Regional Council	2019 Actual	2020 Actual	2021 Budget	31-Dec-21	Projected
Governance Revenue					
Governance and Shared Services (from	\$ 325,000	\$ 325,000	\$ 325,000	\$ 325,000	\$ 325,000
Shared Staff Grant Governance	\$ 67,000	\$ 67,000	\$ 67,000	\$ 76,375	\$ 76,375
Annual Meeting Meal Fee	\$ 27,538	\$ -			
Misc	\$ 4,836	\$ 16,126		\$ 3,471	\$ 3,471
	\$ 424,374	\$ 408,126	\$ 392,000	\$ 404,846	\$ 404,846
Governance: Office and Staffing Expenses Region 2					
Office Expenses:					
Office Rent (Kirk Centre)	\$ 37,800	\$ 38,272	\$ 38,748	\$ 38,745	\$ 38,745
Office Costs (supplies, phone, wifi, et	\$ 13,427	\$ 13,489	\$ 16,000	\$ 12,223	\$ 12,500
Shared Service GC	\$ 11,045	\$ 11,619	\$ 11,505	\$ 9,740	\$ 9,740
Website	\$ 4,441	\$ 1,056	\$ 1,000	\$ 1,005	\$ 1,005
Audit/Prof Services	\$ -	\$ 5,433	\$ 5,500	\$ 6,169	\$ 6,169
Discretionary fund	\$ 2,232	\$ -	\$ 5,000		
Shared Staff Costs					
Shared EM, Asst and Finance staff	\$ 84,499	\$ 85,972	\$ 88,363	\$ 90,370	\$ 90,370
Shared Staff Office Costs (office spac	\$ 10,418	\$ 10,232	\$ 11,000	\$ 11,021	\$ 11,500
Shared Staff Travel Costs	\$ 6,213	\$ 1,118	\$ 10,000	\$ 770	\$ 1,500
Staffing					
Regional Staff - Governance	\$ 137,315	\$ 140,040	\$ 143,121	\$ 142,359	\$ 142,359
All Staff Con-Ed	\$ 2,467	\$ 1,706	\$ 3,500	\$ 204	\$ 500
All Staff Training Event	\$ -	\$ -	\$ 2,000		\$ -
Staff Travel/meals	\$ 4,597	\$ 367	\$ 4,000	\$ 442	\$ 442
Governance: Committee and Structure					
Annual meeting	\$ 59,874	\$ 619	\$ 35,000	\$ 1,424	\$ 1,424
Governance Committee costs*	\$ 12,478	\$ 6,867	\$ 12,000	\$ 2,077	\$ 2,077
TOTAL GOVERNANCE	\$ 386,806	\$ 316,790	\$ 386,737	\$ 316,549	\$ 318,331
Remainder of Governance Total	\$ 37,568	\$ 91,336	\$ 5,263	\$ 88,297	\$ 86,515
Mission & Ministry (Mission & Service I	\$ 289,000	\$ 289,000	\$ 240,000	\$ 240,000	\$ 240,000
Other M & M Income	\$ 12,030	\$ 3,503		\$ 387	\$ 387
	\$ 301,030	\$ 292,503	\$ 240,000	\$ 240,387	\$ 240,387
Mission and Ministry Costs for Region 2					
Staffing					
Salaries and benefits	\$ 71,755	\$ 109,219	\$ 111,622	\$ 113,157	\$ 113,157
Mission & Ministry					
Mission Support grants	\$ 150,300	\$ 139,000	\$ 150,000	\$ 138,750	\$ 138,750
Clusters & Events, other grants	\$ 24,122	\$ 30,260	\$ 20,000	\$ 5,399	\$ 5,500
Mission & Ministry Committee Costs	\$ 166	\$ 205	\$ 5,000	\$ 1,687	\$ 2,000
	\$ 246,343	\$ 278,684	\$ 286,622	\$ 258,993	\$ 259,407
Remainder of Mission & Ministry Total	\$ 54,687	\$ 13,819	\$ (46,622)	\$ (18,606)	\$ (19,020)
* 2020 Includes \$20000 grant for Kirk UC Centre					
Restricted/Designated Funds					
Revenue				\$ 177,494	\$ 177,494
Expenses				\$ 25,086	\$ 25,086
				\$ 152,408	\$ 152,408
Combined Surplus (Deficit)				\$ 222,099	\$ 219,903