

**Northern Spirit Executive Minutes
December 14, 2022**

Present	Gord Waldie, Peter Chynoweth, Mary Annan, Leslie Penny, Alistair MacKay, Helen Reed (chair) A quorum was present.
Regrets	Margaret-Ann Hall
Staff Present	Shannon McCarthy (Executive Minister) Heather Dootoff (Finance Administrator), Julie Graham (Justice and Communications Minister), Chloe Burns (Office Administrator).
Call to Order	Helen Reed opened the meeting at 9:36.
Opening Worship and Check-in	Helen led us in a reflection called 'I would do my part'.
Agenda Review	We reviewed the agenda and added a couple of items.
022-2022/2023	It was agreed by consensus: That Northern Spirit Regional Council Executive approve the November 9, 2022 minutes as corrected.
Finance Report	Heather Dootoff reported. Figures are to November 30 other than the general councils' statements which are to September 30. Set a policy earlier this year to set aside 1/3 of the cost of the regional gathering (takes place every 3 years) each year. The plan was to set aside \$10,000 in 2022. Since there is not three years before the next meeting, should it be considered to bump up that amount to \$17,500 to cover half the cost from the 2022 finances?
023-2022/2023	It was agreed by consensus: That we set \$17,500 aside from 2022 finances for the 2023 Regional Council Gathering.
Executive Ministers Report	Shannon McCarthy reported: I travelled to Edmonton to meet with Chloe & Chantal and do some on-boarding with them. Effective January 1 st both will be full time with the Regional Council. Earl is still on medical leave, thanks to all those who are helping to cover that. Wendy Galloway, Blaine Gregg, as well as Tracy Murton and Judy Hare, Pastoral Relations ministers from Living Skies and Prairie to Pine respectively.
Incorporated Ministries 024-2022/2023	It was agreed by consensus: That the Northern Spirit Regional Council (2) Executive take the following action(s): a) <u>Bissell Centre</u>

... pursuant to the Incorporated Ministries Policy of The United Church of Canada approve the Bissell Centre 2020-2021 Board of Directors

**Ami Amato
Beverley Browne
Lauren Chalaturnyk
Melanie Fix
Jason Gorman
Hooman Hosseinkhannazer
Nat Kav
Lee-Ann Leitch
Debra Lister
Jill Matthew
Leanne Monsma
Joshua Moser
Leigh Mulholland
Gina Wheatcroft**

This is based on the Annual General Meeting Minutes of July 6, 2020, the 2020 board member approval form, contact list provided and receipt of other required documentation per The United Church of Canada Incorporated Ministries Policy.

... pursuant to the Incorporated Ministries Policy of The United Church of Canada approve the Bissell Centre 2021-2022 Board of Directors

**Ami Amato
Lauren Chalaturnyk
Melanie Fix
Jason Gorman
Nat Kav
Emily Kneteman
Lee-Ann Leitch
Debra Lister
Jill Matthew
Joshua Moser
Leigh Mulholland
Brad Shopland
Ryan Turpin
Gina Wheatcroft**

This is based on the Annual General Meeting Minutes of July 5, 2021, the 2021 board member approval form, contact list provided and receipt of other required documentation per The United Church of Canada Incorporated Ministries Policy.

... pursuant to the Incorporated Ministries Policy of The United Church of Canada approve the Bissell Centre 2022-2023 Board of Directors

Ami Amato
Lauren Chalaturnyk
Melanie Fix
Emily Kneteman
Lee-Ann Leitch
Avery Letendre
Debra Lister
Joshua Moser
Brad Shopland
Ryan Turpin

This is based on the Annual General Meeting Minutes of July 27, 2022, the 2022 board member approval form, contact list provided and receipt of other required documentation per The United Church of Canada Incorporated Ministries Policy.

b) Camp Whitney, St. Paul Presbytery

... pursuant to the Incorporated Ministries Policy of The United Church of Canada approve the Camp Whitney, St. Paul Presbytery 2020-2021 Board of Directors

James Belliveau
Sandra Bishop
Shirley Kvill
Dianne Mabbott
Patricia Miller
Alan Mytz
Rheta Prill
Megan Tetlock
Douglas Webb

This is based on the AGM Meeting Minutes of November 26, 2020, the 2020 board member approval form, contact list provided and receipt of other required documentation per The United Church of Canada Incorporated Ministries Policy.

... pursuant to the Incorporated Ministries Policy of The United Church of Canada approve the Camp Whitney, St. Paul Presbytery 2021-2022 Board of Directors

James Belliveau
Sandra Bishop

**Shirley Kvill
Dianne Mabbott
Patricia Miller
Sydney Milton
Alan Mytz
Rheta Prill
Janelle Schmeltzer
Megan Tetlock
Douglas Webb**

This is based on the AGM Meeting Minutes of November 20, 2021, the 2021 board member approval form, contact list provided and receipt of other required documentation per The United Church of Canada Incorporated Ministries Policy.

c) G U C Playschool Society

...pursuant to the Incorporated Ministries Policy of The United Church of Canada approve the G U C Playschool Society 2021-2022 Board of Directors

**Darrel Howell
Catherine Kinsman
Karen Ollen
Lindsay Sedgwick
Doug Weir**

This is based on the Annual Meeting minutes of June 24, 2021, draft Annual Meeting #2 minutes of November 8, 2022, the 2021 board member approval form, contact list provided and receipt of other required documentation per The United Church of Canada Incorporated Ministries Policy.

...pursuant to the Incorporated Ministries Policy of The United Church of Canada approve the G U C Playschool Society 2022-2023 Board of Directors

**Darrel Howell
Catherine Kinsman
Karen Ollen
Lindsay Sedgwick
Doug Weir**

This is based on the draft Annual Meeting minutes of October 20, 2022, draft Annual Meeting #2 minutes of November 8, 2022, the 2022 board member approval form, contact list provided and receipt of other required documentation per The United Church of Canada Incorporated Ministries Policy.

- Ashmont
025-2022/2023** **It was agreed by consensus:
That the Northern Spirit Regional Council Executive close Ashmont United Church effective immediately.**
- WDHVPR Policy 2022-01** Shannon reported on a Workplace Discrimination, Harassment and Violence Response Policy complaint that was made. Based on the complaint and as per the policy, Shannon as Executive Minister ordered an investigation and appointed Wilson MacLennan as investigator.
- 026-2022/2023** **It was agreed by consensus:
That Northern Spirit Regional Council receive the report of the investigator for WDHVRP 2022-01.**
- 027-2022/2023** **It was agreed by consensus:
That Northern Spirit Regional Council Executive based on the recommendations of the Investigator's report take over the governance of Edson United Church effective immediately.**
- 028-2022/2023** Having received information that a request for a change of pastoral has been approved for Kimberly Roy by the Northern Spirit Pastoral Relations Commission and with a finding that the Minister was harassed acting as the Governing Body of Edson United Church
- It was agreed by consensus:
That the Northern Spirit Regional Council Executive acting as the governing body of Edson United Church agree that the last day of work for Kimberly Roy be December 15, 2022 and inform the Ministry Personnel committee of Edson United Church of this decision.**
- 029-2022/2023** **It was agreed by consensus:
That the Northern Spirit Regional Council Executive create a commission to act as the governing body of Edson Untied Church effective December 19, 2022.**
- And that, the chair of the Edson United Church commission be Rev. Bill Doyle with two other members to be appointed by the Executive Minister and Chair of the Executive.**
- Helen will ensure that pastoral care is offered to the congregation & Rev. Kimberly Roy.
- Korean United Church** Blaine Greg, Wendy Galloway, Stephen Johan & Shannon McCarthy visited. Came to realization that more time is needed to figure out the property. Two pieces of property with lots of potential. They do not have the finances for more time. An

agreement was made to give them a loan for enough funds to continue for 6 months. They will need to do the work in that time. Decision will need to be made by beginning of March so that notice can be given to the Minister if that is the direction that it needs to go.

**Pastoral
Relations/Community
of Faith Support**

We have a number of congregations who are in need of support and direction.

1. To sell buildings – the process is long and arduous. Can it be streamlined, so that permissions can be given in between Commission meetings?
2. Financial challenges. We have at least two churches who have lost their CRA numbers because they haven't been submitting the necessary Annual reports.
3. We have at least one other church who is taking a good look at their viability and wondering what amalgamation would look like.
4. We have another church who began a visioning process and part way through that have ignored process in informing Clergy of a termination of Pastoral Relations.

What do we need to put in place to let churches know that even when they are struggling, they must follow the process?

Where can we find volunteers, or a resource to hire from for visioning, to support congregations in need?

Need more people on property commission to help walk through the process. Take a look in January to review the mandate of the Property Commission and streamline the process.

Is it visioning that is needed? Or do we need to hire a staff member who can connect with pastoral relations and then each individual congregation?

The amalgamation and disbandment task group is creating checklists and connecting with congregations. Do they need a staff support person?

In January pull a job description together.

**Regional Council
Planning**

Dianne Nikiforuk, Steven Johann, Leslie Penny, Deborah Hoekstra, Deyvn Waldie Dorksie, Helen Reed
May 4-7, 2023 at Camrose United Church
Meeting next week to get a start and then will continue in January.

Directory

Julie and Chloe have been looking at the file that Kathy left and it really only includes Communities of Faith, no Ministries (camps, etc.). Will they feel not included if we don't have them included?

A contact for each person should be included in the directory both for easy access and also to make them feel included and important.

January launch.

Rural Connect

Has there been any interest in this in Northern Spirit?

One church which was to be the Hub but have fallen off the radar. Further investigate this in the new year.

Next Meeting

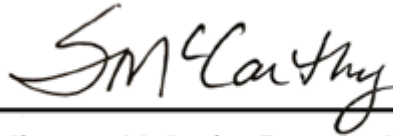
We will meet January 11, 2023.

Adjournment

Helen adjourned the meeting at 11:30 am.

A handwritten signature in blue ink that reads "Helen Reed". The signature is written in a cursive style.

Helen Reed, Chairperson

A handwritten signature in black ink that reads "SMcCarthy". The signature is written in a cursive style.

Shannon McCarthy, Executive Minister

2022 Northern Spirit Regional Council	2019 Actual	2020 Actual	2021 Actual *not final	2022 Budget	30-Nov-22 except highlighted figures	Projected	
Governance Revenue							
Governance and Shared Services (from :	\$ 325,000	\$ 325,000	\$ 325,000	\$ 325,000	\$ 243,750	\$ 325,000	To Sept 30
Shared Staff Grant Governance	\$ 67,000	\$ 67,000	\$ 76,375	\$ 67,000	\$ 61,050	\$ 81,400	additional salary grant
Annual Meeting Meal Fee	\$ 27,538	\$ -	\$ -	\$ -	\$ -		
Misc	\$ 4,836	\$ 16,126	\$ 642	\$ 4,000	\$ 5,064	\$ 5,064	
	\$ 424,374	\$ 408,126	\$ 402,017	\$ 396,000	\$ 309,864	\$ 411,464	
Governance: Office and Staffing Expenses							
Office Expenses:							
Office Rent (Kirk Centre)	\$ 37,800	\$ 38,272	\$ 38,748	\$ 38,748	\$ 35,516	\$ 38,745	
Office Costs (supplies, phone, wifi, et	\$ 13,427	\$ 13,489	\$ 12,278	\$ 13,500	\$ 11,229	\$ 13,500	Bissel and Ashmont insurance
Shared Service GC	\$ 11,045	\$ 11,619	\$ 9,719	\$ 11,500	\$ 8,074	\$ 10,765	To Sept 30
Website	\$ 4,441	\$ 1,056	\$ 1,005	\$ 1,005	\$ 946	\$ 1,005	
Audit/Prof Services	\$ -	\$ 5,433	\$ 6,169	\$ 6,200	\$ 6,576	\$ 6,576	
Discretionary fund	\$ 2,232	\$ -	\$ -	\$ 5,000	\$ -		
Shared Staff Costs							
Shared EM, Asst and Finance staff	\$ 84,499	\$ 85,972	\$ 88,761	\$ 92,000	\$ 74,861	\$ 92,648	GC decision/severance
Shared Staff Office Costs (office spac	\$ 10,418	\$ 10,232	\$ 11,483	\$ 3,500	\$ 612	\$ 1,500	
Shared Staff Travel Costs	\$ 6,213	\$ 1,118	\$ 1,209	\$ 7,000	\$ 1,604	\$ 5,000	
Staffing							
Regional Staff - Governance	\$ 137,315	\$ 140,040	\$ 144,144	\$ 147,143	\$ 112,322	\$ 149,263	GC decision
All Staff Con-Ed	\$ 2,467	\$ 1,706	\$ 313	\$ 3,500	\$ -	\$ 1,000	
All Staff Training Event	\$ -	\$ -	\$ -	\$ 2,000	\$ 1,948	\$ 2,500	travel costs high
Staff Travel/meals	\$ 4,597	\$ 367	\$ 378	\$ 4,000	\$ 1,386	\$ 2,000	
Governance: Committee and Structure							
Annual meeting	\$ 59,874	\$ 619	\$ 1,424	\$ 10,000	\$ 958	\$ 10,958	10K to fund
Governance Committee costs	\$ 12,478	\$ 6,867	\$ 1,829	\$ 12,000	\$ 1,785	\$ 3,500	
TOTAL GOVERNANCE	\$ 386,806	\$ 316,790	\$ 317,460	\$ 357,096	\$ 257,817	\$ 338,960	
Remainder of Governance Total	\$ 37,568	\$ 91,336	\$ 84,557	\$ 38,904	\$ 52,047	\$ 72,504	
Mission & Ministry (Mission & Service F	\$ 289,000	\$ 289,000	\$ 240,000	\$ 239,000	\$ 186,257	\$ 240,000	
Other M & M Income	\$ 12,030	\$ 3,503	\$ 387		\$ 412,548	\$ 412,548	DV and Barrhead
	\$ 301,030	\$ 292,503	\$ 240,387	\$ 239,000	\$ 598,805	\$ 652,548	
Mission and Ministry Costs for Region 2							
Staffing							
Salaries and benefits	\$ 71,755	\$ 109,219	\$ 113,157	\$ 116,252	\$ 88,882	\$ 118,509	GC Decision
Mission & Ministry							
Mission Support grants	\$ 150,300	\$ 139,000	\$ 138,750	\$ 150,000	\$ 112,375	\$ 150,000	To Sept 30
Clusters & Events, other grants*	\$ 24,122	\$ 30,260	\$ 7,266	\$ 20,000	\$ 318,909	\$ 323,909	*Disperse DV and Barrhead
Mission & Ministry Committee Costs	\$ 166	\$ 205	\$ 203	\$ 5,000	\$ 1,385	\$ 5,000	
	\$ 246,343	\$ 278,684	\$ 259,376	\$ 291,252	\$ 521,551	\$ 597,418	
Remainder of Mission & Ministry Total	\$ 54,687	\$ 13,819	\$ (18,989)	\$ (52,252)	\$ 77,254	\$ 55,130	
* 2020 Includes \$20000 grant for Kirk UC Centre							
Restricted/Designated Funds							
Revenue			\$ 200,715		\$ 41,767	\$ 41,767	
Expenses			\$ 25,086		\$ 24,482	\$ 24,482	
			\$ 175,629		\$ 17,285	\$ 17,285	
Combined Surplus (Deficit)			\$ 241,197	\$ (13,348)	\$ 146,586	\$ 144,919	