

**Northern Spirit Executive Minutes
June 12, 2024 via Zoom**

EXECUTIVE PRESENT	Helen Reed (Chair), Mary Annan, Leslie Penny, Donna Kline, A quorum was present.
CORRESPONDING MEMBERS PRESENT	Jim Belliveau, Gaie Goin
REGRETS	Peter Chynoweth
STAFF PRESENT	Shannon McCarthy (Executive Minister); Chloe Burns (Administrative Support); Chantal Winslow (Executive Assistant & Recording Secretary), Adam Hall (Pastoral Relations Minister); Heather Dootoff (Finance Administrator), Julie Graham (Justice & Communications Minister);
CALL TO ORDER	Helen called the meeting to order at 9:30 am. We checked in and Helen led us in reflection & prayer.
APPROVAL OF AGENDA	We reviewed the agenda.
APPROVAL OF MINUTES 047-2023/2024	It was agreed by consensus: That Northern Spirit Regional Council Executive approve the minutes of April 10, 2024 as distributed.
BUSINESS ARISING Chinese United Church	There have been ongoing security checks on the building but there are no updates as far as sales go. Kindred Works has expressed an interest in us keeping the building. Heather is taking care of insurance and bank accounts.
AGM 2025	We need to start planning. At least choose a date and venue. To do: <ul style="list-style-type: none">• Helen will come up with a list of criteria that we are looking for in a venue and get that to Chloe to go out in the newsletter.
CORRESPONDENCE Centennial Worship	We received a letter from GCE advising us that they are providing us with \$2000 to either send somebody to the service next year on June 8, 2025 or we can use that money to do something in our region for the Centennial. They are also asking us to prepare a video from the regional council.

FINANCE

Heather presented the updated financial statements

Chinese United Church owes approximately \$12,000 in assessments.

Korean United Church owes approximately \$32,500 in assessments plus a loan to the region. Should we send them a reminder?

Shannon has suggested that there be a policy in place that if their past relationship ends, we will not appoint a ministry personnel person there until they have either paid their assessment or have a plan to pay.

To do:

- **Shannon and Adam will work on putting together a policy regarding penalty for not paying assessment and the priority for what should be paid.**

Cluster Grant Application

We received an application for \$950 for a cluster event called “How Is It Going 3.0 – Connecting Dots”. This will take place September 28, 2024.

048-2023/2024

It was agreed by consensus:

That Northern Spirit Regional Council Executive approve the Cluster Grant Application for “How Is It Going 3.0 – Connecting Dots” in the amount of \$950.

COMMITTEE REPORTS

Chair

Helen attending the affirming celebration. Positive feedback was received. Also received very positive feedback about AGM night 1.

Community of Faith Support

NA

Property

Jim provided us with reports May and June.

To do:

- **Jim will ask the property committee to complete a survey of cemeteries in our region**
- **Shannon to provide Jim with George Thurlow’s contact information**

Incorporated Ministries

NA

Nominations

Chloe, Adam and Julie have been doing send outs for nominations, trying to get volunteers to join committees.

Should we create a sub committee of the executive to function as a nominations committee?

Julie believes that Brenda Simon, Wilson McLennan and Dorcas Mokata would all be willing to serve on a committee but they would not be willing to take on the position of chair.

Other

ORDER OF THE DAY

Larry Wright joined us to share a presentation regarding Edmonton & District Council of Churches.

Larry shared that in the past EDCC would have a report at annual meetings. It would be helpful to have a way to share upcoming events or news within the current structure. It was suggested that he sent information to Chloe periodically to put in the newsletter.

There was some discussion about having more representation from the regional council on the EDCC.

STAFF REPORTS

Executive Minister

Shannon reported.

Attended events in Edmonton in April and May. The affirming and ordination services was really great. Huge thank you to the affirming group who made that happen. Thank you to Julie, Chantal, Chloe and Adam who helped pull that together. Lots of travel this spring throughout all 3 regions.

Attended a Sundance in ____ first nation. Continuing to learn and understand indigenous culture and spirituality. This is one of those events that you need to be personally invited to.

This weekend is the Living Skies annual meeting. Next weekend is Prairie to Pine celebration of Ministry.

Holidays for most of July.

On the business committee for GCE 45. Planning has started.

Pastoral Relations Minister

Pastoral Relations Report- Executive- June 12, 2024

Restorative Care Leaves and LTD:

Rev. Eli Carter-Morgan (Millwoods United, Edmonton)- LTD

Rev. Marlene Salmonson (Sherwood Park United)- Gradual Return to Work

New Appointments/Calls and Renewal appointments

- Rev. Peter Chynoweth (Short term appointment- May 2-June 3, 2024) Yellowknife
- Rev. Hugh Macgregor (One year (.5) appointment Renewal) Ardrossan
- Rev. Hugh Macgregor (One year (.5) appointment Renewal) Grace United, Edmonton (**Pending**)
- Rev. Dirk Jessen (Short term appointment June-Dec 2024) St. Andrew's United, Edmonton.

- Rev. Dale Johnson (One year appointment (.75)) Millwood's United, Edmonton
- Rev. Marilyn Carroll (One year appointment Renewal) Dawson Creek (South Peace Pastoral Charge)

Requests for Change of pastoral Relationships approaching:

New positions approved or pending:

- Fort St. John- St Luke's Pastoral Charge** (Search)
- Irma-Viking Pastoral Charge** (Pending)
- Spruce Grove Pastoral Charge** (Search)
- Cold Lake-Bonnyville Collaborative Ministry** (Pending anticipating August 1 start)
- McLennan United Church**- Possible amalgamation with High Prairie- Working on Living faith story: RE SME site
- Wetaskiwin:**

Covenanting Services:

- April 14th, 2024- Rev. Anne Telford- St. Albert United Church
- June 8th, 2024- Rev. George Maflueka- Grace United, Lloydminster

Community/Commission work:

Ministry Personal Support Committee:

- Clara King offered a leadership workshop in connection to her PHD work in our Region May 29th we had five people attend.

Lay Leadership Support Committee:

- Sacramental Elder Training took place on May 27 and June 3
 - o We had five registered, four of which will likely be licenced over the summer and had two to three more people attend the training that may pursue licensing.
- Planning a Fall Gathering for LLWL and lay leaders to be held on September 28th- with an intent for gathering and fellowship as well as funeral leadership training.

Community of faith Support

- Entered the busy season of reading annual reports (Reminder to send them in please we have 22 reports so far)
- We have planned a visioning gathering with the communities of faith along Highway 13 and 14 including Leduc and Wetaskiwin on July 2nd.
- Continuing vision and sharing conversation between Garneau and McDougall United, Edmonton
- Ecumenical Shared Ministry leadership workshop was held on April 25th in Sherwood Park, Alberta. Shannon attended and was part of a panel discussion.

- ESM worship and gathering in Vegreville on May 26th. United and Anglican ESM

Pastoral Relations Commission

- Governance Model is now in draft before the commission which will recommend to the executive over the summer.
- In person meeting in July designed to look at some visioning
- I am working on some strategic planning to look at how we can use collaborative ministry as a tool to support the large swaths of vacancy in areas of our region. This could include teams of 2 to 3 ministers who support a large area through lay leader development.

Task Group

- The updated Workplace and Harassment policy and the sexual misconduct policy is before the GCE

Holidays-

June 20-July 2

August 12-18

A discussion was had regarding timing of services such as covenanting services. It is best to have those services away from Sunday to allow people the ability to travel and attend and not take them away from their home communities of faith.

Justice & Communications

Affirming celebration was amazing. It was so wonderful to see the CPAN group join us. Our next steps is to get our affirming committee together for moving forward. Photos are going up.

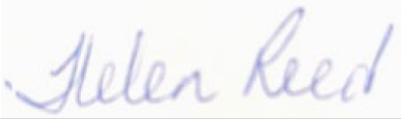
Leanne and Erin Acland worked with Julie to put on an online event regarding the centennial celebration. It included information on how best to request information from the archives. It was well attended. Hoping to do one more in the fall.

OTHER

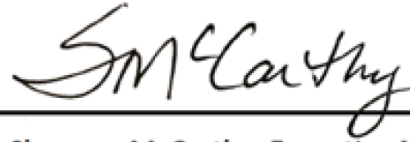
NEXT MEETING

Next meeting will be September 11, 2024.

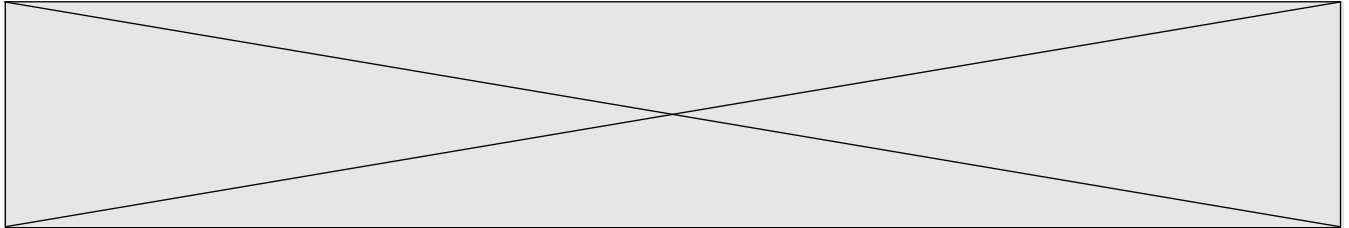
ADJOURNMENT



Helen Reed, Chairperson



Shannon McCarthy, Executive Minister



2024 Northern Spirit Regional Council

Dec 31-2023 2024 Budget Ytd May 31 Projected

Governance Revenue

Governance Grant	\$ 325,000	\$ 325,000	\$ 108,333	\$ 325,000	To Apr 30
Shared Staff Grant	\$ 76,375	\$ 67,000	\$ 22,333	\$ 67,000	To Apr 30
Annual Meeting Meal Fee	\$ 23,190	\$ -			
Misc income	\$ 47,998	\$ 5,000	\$ 13,726	\$ 63,726	
	\$ 472,563	\$ 397,000	\$ 144,392	\$ 455,726	

Governance: Office and Staffing Expenses**Office Expenses:**

Office Rent	\$ 31,365	\$ 31,365	\$ 8,841	\$ 12,341	revised budget 12,341
Office Costs (supplies, phone, wifi, etc)	\$ 8,539	\$ 13,500	\$ 1,782	\$ 13,500	
Shared Service GC	\$ 13,378	\$ 14,000	\$ 5,106	\$ 15,318	to Apr 30
Website	\$ 1,132	\$ 1,500	\$ 1,032	\$ 1,500	
Audit/Prof Services	\$ 9,859	\$ 11,000	\$ 8,171	\$ 8,171	
Move and Chinese UC	\$ -		\$ 16,531	\$ 50,000	
Contingency		\$ 5,000		\$ 5,000	

Shared Staff Costs

Shared EM, Asst and Finance staff	\$ 104,195	\$ 105,414	\$ 36,524	\$ 108,572	To Apr 30
Shared Staff Office Costs	\$ 1,332	\$ 2,000	\$ 478	\$ 478	
Shared Staff Travel Costs	\$ 8,907	\$ 9,000	\$ 2,860	\$ 9,000	

Staffing

Regional Staff - Governance	\$ 141,787	\$ 154,508	\$ 44,160	\$ 132,480	
All Staff Con-Ed	\$ 1,600	\$ 3,553	\$ -	\$ 3,553	
All Staff Training Event	\$ 3,775		\$ -	\$ 3,500	
Staff Travel/meals	\$ 3,958	\$ 7,000	\$ 1,188	\$ 7,000	

Governance: Committee and Structure

Annual meeting	\$ 40,045	\$ 16,000	\$ 270	\$ 16,000	15K to set aside for 2025
Governance Committee costs	\$ 1,853	\$ 8,000	\$ 1,109	\$ 8,000	

TOTAL GOVERNANCE **\$ 371,725** **\$ 381,840** **\$ 128,052** **\$ 394,413****Remainder of Governance Total** **\$ 100,838** **\$ 15,160** **\$ 16,340** **\$ 61,313**

Mission & Ministry	\$ 240,000	\$ 180,000	\$ 114,084	\$ 180,000	To Apr 30
Other M & M Income	\$ 66,278		\$ 11,110	\$ 11,110	
	\$ 306,278	\$ 180,000	\$ 125,194	\$ 191,110	

Mission and Ministry Costs**Staffing**

Salaries and benefits	\$ 106,353	\$ 110,607	\$ 36,524	\$ 109,572	To Apr 30
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Mission & Ministry

Mission Support grants	\$ 134,100	\$ 136,000	\$ 103,500	\$ 136,000	to Apr 30
M&S/Indigenous from sales/closures	\$ 25,853				
Clusters & Events, other grants*	\$ 46,616	\$ 20,000	\$ 4,214	\$ 20,000	
Mission & Ministry Committee Costs	\$ 2,361	\$ 6,000	\$ 1,000	\$ 6,000	
	\$ 315,283	\$ 272,607	\$ 145,238	\$ 271,572	

Remainder of Mission & Ministry Total **\$ (9,005)** **\$ (92,607)** **\$ (20,044)** **\$ (80,462)****Restricted/Designated Funds**

Revenue	\$ 28,465		\$ 1,995	\$ 1,995	
Expenses	\$ 23,119		\$ 21,923	\$ 21,923	
	\$ 5,346		\$ (19,928)	\$ (19,928)	

Combined Surplus (Deficit) **\$ 97,179** **\$ (77,447)** **\$ (23,632)** **\$ (39,077)****2024 details**

\$60,000 cut to Mission and Ministry grant

2% increase in salaries

Conservative estimate of revenue

Deficit to be covered by retained earnings