**Crossroads United Pastoral Charge
Council Meeting Minutes**

**January 21, 2021**

**via Zoom**

Present: Betty Park Karen McGill Don Lemon

 Judy McGregor Terry Gosnell Lloyd Baker

 Julie Ruban-McDonald Karen Tjaden Lorraine Stevenson

 Susan Weppler Harold Kenyon Laura Kehler

Regrets: Diane Unruh

**1. Call to Order**

Julie Ruban McDonald called the meeting to order at 7:05 p.m.

**2. Opening Worship**

Karen Tjaden led opening worship sharing a picture of sundogs and reading Let There Be Light, with Rob McClement.

**3. Land Acknowledgment**

Karen Tjaden offered a land acknowledgement different from our usual.

**4. Motion to adopt Agenda**

add Summer job grant to 11b

**Motion:** Lorraine Stevenson/Lloyd Baker

 “That the agenda be accepted with addition.” Carried.

**5. Minutes of the Last Meeting**

**Motion:** Terry Gosnell/Betty Park.

 “That the Minutes of November 19, 2020 be accepted as circulated.” Carried.

**6. Business Arising from the Minutes**

6a. Innovation Grant Update

 Karen Tjaden reported that we are working to implement this grant. There will be more information in Karen’s ministry report.

6b. Sabbatical Update

 Harold Kenyon shared that his sabbatical will be from April 5 – July 5th. Ila Swain has agreed to lead worship for Elm Creek & Carman. In order for her to do this she must be appointed as a Congregational Designated Minister. Ila is already a CDM in Roland.

 A sabbatical committee needs to be formed to do some of the planning for Harold’s time away.

 Karen Tjaden is part time and will need supports to be in place.

 Committee should consist of council members from Worship, M&P, Pastoral Care & Finance.

 Judy McGregor is going off the committee and will ask Judy Park if she would initiate this

 meeting.

 Karen Tjaden and Karen McGill should be part of meetings as well.

**Motion** Judy McGregor/ Susan Weppler **:** Crossroads United Pastoral Charge requests the Prairie to Pine Regional Council Pastoral Relations Commission that Ila Swain be recognized as a Congregational Designated Minister for the period of April 5, 2021 to July 5, 2021 with the following position description and terms: Carried.

Crossroads United Pastoral Charge

Congregational Designated Minister job description

Position Profile: Pulpit Supply

Accountable to Crossroads United Pastoral Charge through the Ministry and Personnel Committee and under the supervision of the current order of ministry serving our pastoral charge.

This position is for the purpose of providing weekly worship planning and worship delivery to the local congregation for the period of April 5, 2021 to July 5, 2021 in support of a sabbatical leave.

Core Competencies:

* Is a baptized person
* Understands and is willing to articulate the theology and policy of the United Church
* Has a basic understanding of scripture and of its authority within the United Church
* Can participate in the leadership of formal worship
* Can plan and lead on-line and in-person worship
* Has the ability to draw on spiritual resources to sustain self and others
* Demonstrates knowledge and support of the justice making policies of the United Church
* Understands the responsibilities of a ministry leader regarding duty of care, confidentiality, authority/trust.

In addition to the CDLM Competencies: Worship:

* An appropriately prayerful and integrated spirituality
* Ability to preside and preach effectively
* A working knowledge of theological themes, and of the history of the United Church and of the wider church.
* Ability to relate sensitively to a wide range and age of people.
* Ability to share with others a faith informed by Christian hope and openness to the spirit.

Terms of Employment:

* Wages are as per the United Church Salary Schedule for Visiting Ministry Personnel
* For 2021 minimum daily rate is $221.00.

 Harold has forwarded all the paperwork to the appropriate committees.

 Worship will initiate a meeting.

**7. Crossroads New Business**

7a. **COVID and our church communities**

We continue to offer print copies of Sunday worship as well as video on Facebook & YouTube.

 The Province is currently still at level red and churches remain closed.

7b. **Nominations**

The chairs of committees are asked to check in with the people on their committee if their term is ending and see if they are willing to stay another term and let Karen in the office know.

 Judy McGregor and Don Lemon are willing to help make phone calls to fill vacancies. Julie Ruban

 McDonald will continue to help.

7c. **Annual Reports**

It is most likely that Annual Reports will be e-mailed to people and that people are unlikely to read a 40 page document online. We will look at doing a shorter highlights kind of report with financial information, reports from chair of Crossroads and St. Andrew’s boards and ministry staff.

7d. **Annual Meetings**

In November 2020, the Sub-Executive of General Council approved a temporary amendment regarding Congregational Annual Meetings. They temporarily suspended the requirement of The Manual for congregations to hold annual meetings and amended the responsibility of the pastoral charge to allow the governing body to fulfil the responsibility of approving draft budgets. These amendments are in place until June 30, 2021.

 Discussion followed and it was decided to forego the Annual Meeting. One of the things that usually takes place at the Annual meeting is the approval of signers at the Credit Union. With the death of Vince Edwards, Terry will check and see what the banks requirements are to have his name removed and whether other signers will have to go and re-sign. We are okay with the number of signers we still have.

**8**. **Crossroads Committee Reports**

8a. St. Andrew’s Report

 Shawna Hayward reported that St. Andrew’s finished the year in a good financial position. They received the Manitoba Bridge Grant and the CEWS subsidy (thank you to Terry Gosnell for all her work!) and had a good response to the stewardship campaign.

 St. Andrew’s Board continues to communicate with members and will send out 3 newsletters this year at Easter, Fall & Christmas.

 In cooperation with Carman & District Ministerial an account has been made at the Elm Creek Co-op (Prairie Roots) and people requesting a food voucher can now by groceries in Elm Creek instead of driving to Carman. The Board will help get the word out to people through the RM & schools etc.

 Prayer shawls and cards continue to be distributed and the fundraisers held last year (garage sale, Mom’s Pantry and Apple pies were all very successful.

8b. **Ministry and Personnel**

No one from the committee was present and the committee has not met.

8c. **Worship Committee**

Judy McGregor reported that the committee had not met in person. Worship continues to be online and by mail. The committee found Advent candle lighters and decorated the sanctuary for Christmas videos.

 Judy and Judy Park decorated the Memorial Tree which was very popular.

 Judy McGregor has talked to Ila Swain about sabbatical as previously discussed.

8d. **Ministry Staff**

*Karen Tjaden*

Crossroads is now a member of Community Innovation Hub, a national network with EDGE Network for Ministry Development. I am participating in a Sustainability Cohort so that Crossroads will be ready to implement our Embracing the Spirit project in cooperation with Carman Wellness Connections as soon as pandemic restrictions allow. I recently became a member of CCED-net (Canadian Community Economic Development Network) and I am excited about the resources they have to offer as we risk doing and being church in new ways this year! The Community Innovation Hub will work with us to create a video highlighting our new ministry when we are ready.

 I am currently leading 3 adult faith formation studies using zoom. They will all be completed by Easter, prior to the start of Harold’s sabbatical. We will be encouraging people to participate in the online UCC Lenten study, Faith on the Move. I continue to provide simple online Sunday School at Home resources, available on Crossroads website, with limited response. After Easter I hope to begin to meet with children and youth for some mid week programming, according to current pandemic guidelines of course. I do hope we will be able to gather in person outside in small groups rather than online.

 I enjoyed my final 2 weeks of study leave in December, reading and editing the Sustainability Kits created by EDGE.

 Thank you for your prayers and support as our family mourns the death of my Mom, Isabell Tjaden. Experiencing grief and loss first hand has given me a deeper understanding of what others are going through during the pandemic. I am learning that we will need to continue to develop new rituals to provide pastoral care surrounding death and grief, as the pandemic continues and in the future.

 *Harold Kenyon*

My report can be brief! We keep doing God’s ministry in new ways through this strange time. In January of 2020 we would never have made it a goal to deliver weekly worship through Facebook and YouTube, and never considered holding meetings and faith formation groups by ZOOM. Here we are, where Council gathers virtually.

 We’ve experienced highlights, of course, including the virtual Sunday School Christmas pageant, and working with Karen Tjaden to provide a virtual Christmas Eve Service. I am thankful for the opportunity I’ve had to record many musicians and scripture readers this past year. We even managed a stewardship program in a pandemic that met with good success. I got to witness the dedication of my colleagues in ministry in the office who made so much possible.

 I had one in-person funeral with five attending, for Iva Garnett, in late December.

 I can hardly believe that my sabbatical time is approaching. As much as we can plan the life of the church today, I think that most of that will fall in place. For the opportunity for rest, study and renewal, I am truly grateful.

8e. **Crossroads Finance**

Terry Gosnell applied for and received Manitoba Bridge Grants for both Carman & Elm Creek.

 Earlier in the year we had received information about the CEWS grant and at that time it was

 very difficult for churches/pastoral charges to apply. After Terry watched the most recent financial webinars (the national church as been doing regular webinars) she decided that it might be worth a try now to apply. Terry applied for all 10 periods and we were eligible for 9 of them.

 Crossroads received $38,483.49 and this money has been returned to Carman and Elm Creek accordingly.

 There should be another Bridge grant in January.

 The year end financial statements were e-mailed to Council before the meeting and Terry was available to answer questions. This account is an allocation account. Right now it has a higher bank balance as the Innovation grant money ($5000) is still in the account.

8f. **Christian Education**

No report

8g. **Pastoral Care**

Susan Weppler reported that the committee last met in person in October. Since then the committee has met by phone and e-mail.

 Volunteer phoners have been connected with members of our congregation. Sample ice breaker questions were developed to start conversations. This project is to be a check in with people on behalf of Pastoral Care and Stewardship. More than 20 phoners have been contacted to do the check in calls. There are still more volunteers to be contacted. At this time there have not been follow up calls to the phoners to assess how the telephone tree is working. 40 embroidered cards were sent out at Christmas to residents in Boyne Lodge, seniors who live alone and people who lost a loved one in 2020. Four poinsettias were purchased in December with two delivered to Boyne Lodge and 2 to Boyne Towers. 6 prayers shawls were given out in 2020. The last prayer shawl was given to Isabel Tjaden in January 2021. We express our condolences to Karen Tjaden and her family on the loss of her mom.

 We have discussed having a virtual blessing of the new prayers shawls soon. Marlene Maykut has agreed to continue with the card ministry. She sent out 43 cards in 2020.

8h. **Mission and Service and Outreach**

The committee has not met. M&S numbers are available on the financial reports.

**Motion:** Don Lemon/Lloyd Baker

 “That the Crossroads Committee reports be accepted as presented.”

 Carried.

9. **Correspondence**

Karen McGill shared some resources on the Agenda for Council to consider. There is usual information to be found on the National Church and the Region.

 Did you know….you can get the Prairie to Pine Region’s weekly e-mail by signing up here:
https://us20.campaign-archive.com/home/?u=049b24868af3bed6464e05592&id=33f9cedc74

 -The United Church of Canada has several e-mail subscription newsletter that may be of interest to committees. Look here for subscription options: <https://united-church.ca/e-newsletters>

 -United in Learning – <https://www.united-in-learning.com/index.php/webinars>
 Offers webinars on many different subjects – finance, studies, racial justice etc.
 An upcoming webinar that may be of interest to council is “Thriving Churches - Urban and Rural successes during COVID and beyond. You may remember that Tammy Allen, diaconal minister from Alberta, came to meet with a group of people from Carman United in 2019. A book called “Thriving Churches” is currently being published about the churches that were visited across the country. A three part series of webinars is happening January 27, Feb. 3 & Feb. 10.

10. **Next Meeting**

Thursday, March 18th at 7:00 p.m. In person or Zoom to be determined based on Manitoba Health Information.

Shawna Hayward left the meeting.

11. **Carman Business**

11a. **Access to Carman United in the future**

 This will be determined by provincial regulations and Council approval. We are known for the hospitality we offer.

11b. **Summer Job Grant**

Karen Tjaden explained that the grant is available again and wondered if council wants her to proceed with the application – deadline is January 29. There will be partnership opportunities with Carman Wellness Connection. A summer employee is our arms and legs in the community.

 It was decided to go ahead. Karen Tjaden will do the application.

12. **Carman Committee Reports**

12a. **Carman Finance**

Terry Gosnell shared the year end reports for Carman. The grants we received replaced our fundraising and catering revenue (that’s a lot of soup!!). After receiving the grants and ending the year in a very positive position the question arose whether it was realistic to keep the budget we had proposed before receiving the grants.

 So a new proposed budget was forwarded to Council. It was not realistic to put $160,00 for envelope & PAR givings in order to balance the expense side, so it is being recommended that we accept the new proposed deficit budget. Stewardship & Finance met by e-mail and agreed that this made sense.

**Motion:** Terry Gosnell/Lloyd Baker

 “On behalf of Stewardship & Finance I move that the proposed 2021 budget with an income of $231,400 and expenses of $268,584.00 be accepted.”

 Carried.

 2 gifts of shares have been received.

 There is a GIC coming due on January 26. An email went to S&F committee members and they suggest reinvesting the GIC plus adding $30,000 from chequing since the account is in good shape, at 1.4%. There is a second GIC due in April so if something unexpected came up, we could cash that one.

**Motion:** Terry Gosnell/Don Lemon

 “On behalf of Stewardship & Finance I move that we reinvest the operating GIC of $21,130.24 + $30,000 at 1.4% for one year.”

A huge thank you to Terry Gosnell who has spend countless hours working on year end and grant applications over the past months.

12b. **United Place**

Betty Park reported that the committee has nothing to report.

12c. **Property**

Don Lemon reported that the lift is operational, although of course not very busy right now!

 The annual fire/alarm/sprinkler/lighting systems were inspected recently and heat sensors were replaced that had been recalled last year. The daycare pays for half of this inspection.

 The garbage bin has been repaired, the solar light at the entrance has been moved and a tap was replaced in the basement.

 The carpet on the 2 sanctuary entrances will need replacing at some point.

12d. **Technology**

Karen McGill reported that the new camera was purchased and staff are learning to use. We have a schedule that is working well for recording. I hate to say that we still don’t have our new internet which we are so desperately waiting for, but we have seen workers outside and around town and remain hopeful that we will soon have higher speed internet and I will not be hiding in people’s garages to upload our services!

13. Communication with our Membership

 It remains important to keep highlights from Council in front of our members. Susan Weppler agreed to write a report to be included in the weekly e-mail.

Meeting was adjourned at 8:53.

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Julie Ruban McDonald, Chair Karen McGill, recording secretary