

**APPROVED**

St. Paul's United Church Orillia  
Leadership Team Minutes  
September 6, 2023

Attending: Ted Reeve (Minister), Gloria Tozek (Chair), Craig Maltby, Mary Johnson, Mary Phelps, Harvey Watt, Chris Atkinson (Secretary)

1. Welcome and Opening:
  - a. Welcome to our first meeting of the 2023/24 season
  - b. The Earth Cries Glory – Steven Shakespear read by Gloria Tozek and Chris Atkinson
  - c. What are we excited about coming up.....  
New musical director, new ramp, The Music Man, what the second year minus covid will bring, Sparrow Lake family weekend, fall – changing colours of leaves, potluck dinners being created for community, excitement re: things happening through the fall.

2. Approval of Agenda:

Approval of Agenda – Mary Phelps, seconded by Craig Maltby. Carried.

3. Minutes from June 26<sup>th</sup> and July 11, 2023

Approval of June 26<sup>th</sup> (amended) and July 11<sup>th</sup> Minutes by Craig Maltby, seconded by Mary Phelps. Carried.

#### 4. Business arising: Sabbatical Request: 2024 by Ted Reeve: Sabbatical Request

The United Church of Canada provides sabbaticals for ministers. In the Manual, a minister is entitled to a sabbatical which is a minimum of 3 months, once every 5 years. Our minister, Ted Reeve, will be marking ten years with St. Paul's in February 2024. As per the Sabbatical policy, he notified Ministry and Personnel that he will be taking a sabbatical in 2024 from May 1 to July 31. Ted will then take vacation which will include Sunday, August 4 to Sunday, September 1.

The essence of the sabbatical is rooted in the biblical practice of the Sabbath day. The minister takes this time for renewal of ministry, reflections and meditation, and may also include study and spiritual retreat in his/her sabbatical plan.

The Ministry and Personnel Committee considered options for replacement and have met with the Finance Committee to be aware of budget issues. We are recommending the following option:

- We will not hire a full replacement.
- Instead, we will find ministers to be "on call" for pastoral care and will pay an honorarium to those ministers for weeks of coverage through the 18 weeks of sabbatical/vacation time.
- We assume that the August services (August 4 – September 1) can be run using the same informal worship as in 2022 and 2023, let by lay members of the congregation.
- For May, June and July, we have budgeted for substitute ministers to be hired for half the Sundays, and assumed that the remainder of the Sundays could be taken by lay leadership. In September, we will be conducting services in this way and will receive feedback from the congregation. This type of service has been well received in the past; therefore, we assume this model will be viable for May-July for at least half the services.

This model will cost \$4500 for pastoral care and \$1925 for the substitute ministers, which equals approximately \$6500. We will apply for a grant from Shining Waters Regional Council to offset these expenses – the grant is \$3500. Therefore, we anticipate that the cost of the sabbatical will be approximately \$3000.

We request that the Leadership Team approve the above replacement model to enable M & P to begin implementing this plan.

Approval of replacement model proposed by M&P for May 1 – July 1, 2024 by  
Mary Johnson, seconded by Mary Phelps Carried

5. Financial Report:

The largest portion of our budget goes to salaries, but that is very predictable. The building isn't as large an expense, but has more surprises. AV also has unbudgeted expenses. Both had surprises over the summer that are not yet dealt with.

I would use the figure \$50,000 for our expected annual shortfall.

The second statement I call an available cash statement. Some of the money we have is not ours to control (UCW, Choir, Right Relations), and some is already allocated (Ramp funds, the CERB grant which must be repaid by year's end). So we will be using our line of credit

Sheet 1  
St Paul's United Church  
Available Cash Statement  
as at July 31, 2023

ASSETS		
	Bank Balance	\$72,671
	Refundable HST	\$15,151
<b>TOTAL ASSETS</b>		<b>\$87,822</b>
LIABILITIES, ACCOUNTS AND GRANTS		
	Accounts Payable	\$107
	Credit Cards	-\$2,254
	Choir	\$2,627
	UCW	\$4,085
	CERB	\$40,000
	Eco Commoning	\$9,158
	Memorial Hall Eco	\$0
	Ramp	\$76,943
	Right Relations	\$5,869
<b>TOTAL</b>		<b>\$136,055</b>
<b>AVAILABLE CASH</b>		<b>-\$48,233</b>

St Paul's United Church  
Statement of Financial Position 2023

	Budget	Actual	Variance
Revenue			
Church Income	264,200	1,007,729	4,03,529
Other Revenue	20,000	10,000	20,000
Expenses	20,000	2,000	20,000
<b>Total Revenue</b>	<b>284,200</b>	<b>1,017,729</b>	<b>4,23,529</b>
Expenditures			
Administrative	100,000	1,000,000	4,00,000
Facilities	10,000	10,000	0
Programs	10,000	10,000	0
Capital Expenditures	10,000	10,000	0
<b>Total Expenditures</b>	<b>130,000</b>	<b>1,030,000</b>	<b>4,20,000</b>
<b>Net Income</b>	<b>154,200</b>	<b>1,007,729</b>	<b>4,03,529</b>

Report as of July 31, 2023 –

With the death of Faye Hunter and Jack Allan's health issues the Trustee committee needs to be looked at.

Report accepted by Harvey Watt, Mary Johnston

6. Review of Planning Document:

## St Paul's United Church Financial Planning

**Purpose:** The purpose of this plan is to identify viable options that will ensure the ongoing financial stability of the St Paul's United church congregation. Options deemed 'viable' will be presented to the congregation for a final selection.

**Goals:** To find a solution that either reduces our annual operating costs by ( amount to be determined) or increases income by the same amount.

To find a solution that enables the congregation to respond to the need for anticipated large capital costs associated with the management of a large, old building for example elevator maintenance/repair or the replacement/repair of the boiler.

### Criteria for selection of desirable option(s):

- Any activity or partnership must be consistent with the United Church of Canada's theology and St Paul's United church's vision and mission;
- An option can be reasonably expected to provide financial stability for the congregation for 5 to 10 years;
- Any partnership must provide for the congregation's continued use of the sanctuary on Sundays.
- A partnership will include provision for the congregation's ongoing ability to raise funds.
- Options must ensure the capacity for St Paul's to continue and enhance its ability to provide spiritual growth and relevant programming both internally and to the community at large;
- Options must adhere to the property policies identified by the Shining Waters regional Council and its Commissions.

Option	Action to date	Time frame	Research/further research	Pros/Cons	Other
Shining Waters Region – potential for lease of bldg. whole or part					
Building as a Centre for Reconciliation					
City of Orillia					

a. annual operating costs - \$50,000

- b. Matheson – our contact from Shining Waters recommended by Jody Maltby
  - c. Regional land trust – hold property in trust – non-profit board – non-profit management, St. Paul's to be within the non-profit management.
  - d. Tool – is this a good purpose statement, goal, criteria (what is good/not ).
  - e. Criteria – add – explore partnerships with other faith communities.
  - f. Time needed to complete blocks – as best as we can – Gloria will fill in as much as she can with Ted's help, and Chris. minutes.  
Potluck/meeting/business monthly – Tuesday, October 3<sup>rd</sup>, 2023 @ 4:00pm – Banquet Hall (to be confirmed)
  - g. Once the initial perusal has been pulled together (top couple of ideas) then we can consult other groups and get their ideas
7. Appreciative Inquiry process update
- a. Met with Jody, Becky, Ted, Gloria – Appreciative process done 10 years ago. Look at past process, current situation, modify/shortening – small grp discussions, questions,
  - b. September – let congregation know – small groups, many ways to participate, groups to meet during the day, evening or after Sunday worship.
  - c. Becky to focus on families she is working with
  - d. Joan Tonner to be the organizer – meeting next week
  - e. Crystal Dolliver to help facilitate
  - f. Have meetings during October/November – pull together in December and present in January.
8. Request from Property Committee
- a. Concerned about the tree on Peter St. side
  - b. Consultation suggested - Ontario hydro - their recommendations.
  - c. \$1000-1500 to have someone come in a trim
  - d. Discussion was had – a number felt trimming was appropriate where others felt the tree should be taken down. No final decision made. Gloria to talk to Property Committee.
9. Minister's report
- a. Many opportunities are showing up – exciting now that COVID is behind.
  - b. Critical awareness and in tune with realities (financial, changes to how church is being perceived)
  - c. Initiative around different types of worship , young families, amalgamating various co-ordinators
  - d. New ideas to be nurtured, explored, acted upon in the coming year.
  - e. New energy being seen – summer attendance is coming back to pre-covid

10. Information sharing (Indigenous Church remit)

- a. September 19<sup>th</sup> @ 6 :00 pm – online zoom. Fred Kallin, Mary Phelps., Gloria Tozak, and Harvey Watt to join the meeting via zoom.
- b. Suggested that the rest watch the meeting prior to the LT Meeting Oct. 3<sup>rd</sup>
- c. Spiritual Growth, Indigenous,, Eco-Justice to meet and pool resources to work out programs for the Church services in January.

11. Other: COVID in fall

- a. May have implications – so need to be aware and be able to adjust as required.
- b. Trustees – need to approach people. Numbers are decreased and aging.

12. Adjournment – Harvey 5:58pm

13. Next meeting, Tuesday, October 3, 2023 in Banquet Hall