

APPROVED
St. Paul's United Church Orillia
Leadership Team Minutes
May 3, 2023

Attendance: Ted Reeve (Minister), Gloria Tozek (Chair), Chris Atkinson (Secretary), Craig Maltby (Finance), Mary Phelps (Past Chair), Mary Johnson, Kathy Duncan, Harvey Watt, Fred Kallin.

Guests: Cathy Brown, Anne Kallin

1. **Welcome & Opening:** The meeting was opened with the lighting of the Christ candle and a round table reflection on what "Gratitude" has been in our lives this past year.
2. **Approval of Agenda:** Agenda accepted.
3. **Minutes from April 5, 2023**

Motion to approve the April 5, 2023 Minutes with amendments made by Harvey Watt and seconded by Kathy Duncan. Carried.

4. **Business arising:** Nothing to report.
5. **Financial Report** (Craig Maltby):
 - a. Revenue a little higher, expenses are a bit higher. Insurance higher but will be receiving a refund as we have switched to United Church Insurance.
 - b. Deficit \$25,000.
 - c. Cyber insurance – looking into that and will report back (not in budget)
 - d. Elevator door needs to be replaced quotes to be obtained (not in budget)
 - e. Electrical to room 333 (not in budget)
 - f. Fascia/roof repair will need to be replaced.
 - g. Lenten appeal went well. Anniversary appeal target (\$20,000) for roof repairs.

Motion to approve the acceptance of the Financial Report by Craig Maltby and seconded by Mary Phelps.

- h. Budget for Director of Music: \$300

Motion to approve a budget of \$300 for the "Search for a New Director of Music" by Mary Phelps/Harvey Watt

- i. Signatories for St. Paul's United Church, update: Motion required to update the persons approved for signing authority for St. Paul's:

Motion to approve the following as signatory for St. Paul's United Church Orillia, Craig Maltby (Treasurer), Katrina Hunt (Administrator), Don Atkinson (Finance), Jack Allen (Finance) and Eric Sayle. Approved by Craig Maltby and seconded by Fred Kallin.

- 6. **Music Director selection process update** (Cathy Brown/Anne Kallin):
 - a. Meaningful discussion was had.
 - b. Approval of the Short version of the advertisement to be posted and the long version to be posted on the St. Paul's website. Craig Maltby/Mary Phelps. Carried
 - c. Approval of the process for the search for director of music with a possible special meeting to approve the final candidate. Craig Maltby/Mary Johnson. Carried.
 - d. Next week start to work on the process for hiring.
- 7. **Proposal to produce a theatre performance in 2024** (Cathy Brown):
 - a. Music Man end of Jan 24-28, 2024. (6 performances). Need seed money to pay for licensing (\$12000), sets, etc. (\$3000). Looking at a revenue of \$25,000-\$35,000.
 - b. Asking for \$15,000.
 - i. Motion to approve \$15,000 (maximum) for the theatre production of Music Man. Fred Kallin/Craig Maltby. Carried.
- 8. **Planning process for 2023/2024 year** (Ted Reeve/Gloria Tozek):
 - a. Extended worship committee meeting Tuesday, June 6th (5-7:30pm) – LT/co-ordinators of committees - informal worship/schedule with bigger events (once a month/yearly),
 - b. Volunteers are lacking – eco justice/education/hospitality – experiment “doing it less but doing it better”. Less programming – a more focused vision. A meeting of coordinators/LT/leaders end of May beginning of June.
 - c. Sept. 30/23 – Big band dance in Great Hall.
- 9. **Remit regarding the Indigenous Church** (Gloria):
 - a. Need to talk to the Congregation and get feedback in order to decide how to vote. Not due until March 2024.
 - b. Background History needed to be able to talk about the big picture. Has been in the works for many years.
 - c. One or two people needed to look at workbook and come back to the LT and report. Craig/
 - d. Further discussions/meetings needed. Set up for possible dates in September – November.

10. Information sharing:**a. Heating System Analysis Report by David Duff) Fred Kallin**

- i. Proposing to replace bleeder valves (consistent heat on third floor)
- ii. Control valves in church (9 out of 10 don't work). 3rd Floor windows opened during winter as it gets to hot.
- iii. Proposing to partially drain system above Ted's office and change the valve for the 3rd floor.
- iv. Proposing new dedicated electrical line up to 3rd floor and increase the ampage from 15 to 20. Report referred to Building Maintenance.

b. Blair –

- i. Retirement lunch for Blair; pay as you can; June 25/23.
- ii. Purse for Blair: (Mary Phelps/Eric Sayle) to collect on Sunday. Tina to be apprised of this.
- iii. First day of retirement Sept. 1/23; 6 weeks vacation time owed.

Motion of Adjournment: Harvey Watt

Next meeting: Wednesday, June 7, 2023 @ 4:30pm

Date Approved: _____

Chair, Gloria Tozek; _____

Secretary, Chris Atkinson: _____