**Westminster United Church Council Meeting**

**June 23, 2020 7:00 PM Westminster United Church Hall**

**MINUTES**

***Mission Statement***

*Westminster United Church is a community called by God, guided by the teachings of Jesus, and empowered by the Holy Spirit to be a spiritual, caring and open community of faith. We work towards growth and sustainability in all that we do.*

***Acknowledgement***

* For thousands of years Indigenous peoples have walked on this land, in their own country. Their relationship with the land is at the center of their lives. As we open our meeting today, we acknowledge that we are gathered in the traditional territory of the Cree, Salteaux, and Assiniboine First Nations – in the area most recently defined as Treaty 6, and we acknowledge their stewardship of this land throughout the ages.

**Present:** Mary Ruthven, Elan Buan, Maxine Mesenchuk, Allison Sarauer, Sarah Miller, Carol Gossner, Willie Kosokowsky, Jacquelynn Souter-Elliott, Brenda Curtis, and April Kozar

**Regrets:** Tyler Skogen, Ruth Mostowy, Murray Stevens and Renee MacKenzie.

**Item 1: Welcome/Centering Prayer**

**Item 2: Call to order -** Chair MaryRuthven called the meeting to order at 7:07 PM

**Item3: Consent Agenda**

a) Minutes from May 19, 2020 meeting

b) Minister's Report

c) Treasurer's Report

d) Financial Statement

e) Stewardship for Outreach Report

f) Affirm Team Minutes

g) Regional Representative Report

h) Property Report

**Item4: Motion for Consent Agenda –** Allison Sarauer/Jacquelynn Souter-Elliott, “To accept the consent agenda with the removal of the Minister’s Report.” Carried.

**Item5: Items Removed from Consent Agenda -** Questions were answered regarding the Minister’s report. Allison Sarauer/Maxine Mesenchuk, “To accept the Minister’s Report as presented.” Carried.

**Item 6: Correspondence**

1. Letter from Rob Reed (Convenor of the Regional Gathering for Living Skies) – We have the first opportunity to host the conference for next year. We are waiting to hear back on dates and more specific information.

**Item 7: Old Business**

1. Protocols for Users/renters- (Copy sent to Living Skies Regional Council) - April Kozar and Mary Ruthven met with Seventh Day Adventist and the Quilters and they signed the protocols that are an addendum to their rental agreement. The protocols were sent by email to the Rise Together group.
2. Fire safe Bags – Have arrived and will be stored in Brenda’s office to store the important papers/documents, flash drives, etc.
3. Cleaning- Sherry Hogemann has reorganized the janitor’s closet. She has also developed cleaning guidelines as to which cleaners are to be used. These will be posted throughout the building for our user groups. Sherry is in the process of putting together a WHMIS binder for the church. UCC will be getting back to us whether WHMIS is a requirement for the church. Discussion took place around the care-taker position with more information to come back at the next council meeting.
4. Quill Plains (Watson and Quill Lake) – Mary Ruthven has been in contact with them. A copy of our protocols as well as information from Living Skies website regarding re-opening of churches was sent to them to assist them with developing their own re-opening plan.
5. Update on Brithdir – The church has now been burned down and the gravestone has been moved. It was suggested that a farewell celebration will be held at some point.
6. Update on office hours – Effective July 8 Brenda’s office hours will be 10-12 AM Tuesdays, Wednesdays, Thursdays.

g) Zoom subscription – Carol Gossner/Elan Buan, “T o renew the Zoom subscription to the end of September.” Carried.

**Item8: New Business**

1. M&P – Willie Kosokowsky/Jacquelynn Souter-Elliott, “To accept the updated Administrative Assistant job description.” Carried.

Willie Kosokowsky/Maxine Mesenchuk, “To accept the updated Memorandum of Employment for April Kozar.” Carried.

Brenda will be on holidays from June 29-July 7, 2020.

1. Quilters- Are no longer looking at purchasing a locking filing cabinet and are aware that our insurance does not cover their belonging stored in the church.

d) Virtual VBS/Day Camp  - Possibly looking at doing something online in August. Will do a quick survey to see if there in interest. Will include Quill Plains.

e) St. Andrews-Zoom Services and coffee hours – St. Andrews’ joins the Watrous Church for worship. St. Andrew’s is on our email list.

1. Communication – It was suggested to send the Minister’s report, Property Report and any other reports in the announcements following a Council meeting to improve communicate to the congregation.
2. Hosting Coffee Times – It was suggested to have council members take turns hosting weekly coffee sessions throughout the summer via Zoom. Brenda will send out a doodle pole schedule to see who is available to help with this.

h) Stewardship for Outreach- Sarah Miller presented some ideas for the upcoming stewardship campaign. The second video will be ready by the end of June. A shorter video on behalf of the stewardship committee has been posted on the website. The committee came up with a list of questions to follow up with our phone tree lists. April will email this out to Council and the Spiritual Care Team. The goal is to have the calls completed by the third week of July. April will also include one of the stewardship brochures that were emailed out to Council in the weekly announcements

**Item 9: Emergent Issues**

**Item 10: Next Meeting date-** Tuesday, July 21, 2020 at 7:00 PM

**Item 11: Adjournment –** Meeting adjourned at 9:16 PM