

**Trinity-Clifton United Church
Council Meeting Minutes
November 14, 2023**

Present: Gordon Matheson, Anne Love, Bruce Fitchett, Heather Cameron, Linda Dunning, Miriam Lank, Phil Floyd, Vicki Allen Cook, Alma Mutch, Lynn MacPhail, Bob MacNutt, Rev. Dr. John Moses, Susan Willis

Regrets: Mary Ann Burke-Matheson, David White

1. Opening Prayer:

Gordon Matheson called the meeting to order and Rev. John led the opening prayer noting the expectation and retrospective reflection in the season of Advent.

2. Approval of Agenda:

Two items were added to the agenda: piano for the chapel and budget requests. It was moved by Vicki Allen Cook and seconded by Linda Dunning that the agenda be approved. Motion carried.

3. Approval of Minutes of the Previous Meeting:

It was moved by Bruce Fitchett and seconded by Alma Mutch that the minutes of the October 10, 2023 meeting of Council be approved. Motion carried.

4. Business Arising:

a) Supervision:

Gordon Matheson gave an account of the changes that have occurred in the supervision of the office administrator and the custodian in recent years. It was moved by Miriam Lank and seconded by Heather Cameron that the minister be the direct supervisor of the office administrator and the custodian. Motion carried.

b) Space Rental Policy Review:

This will come before another meeting as new business.

c) Property Re-Development Ad Hoc Committee:

Phil Floyd will reach out to Sarah Moses to get a view on direction. A meeting of the committee will be held.

5. Correspondence: None

6. Reports:

a) Finance and Treasurer:

Phil reported that \$28000 of the operating loan is being used as of today. A new computer was required and has been purchased for the office and an update on software was also required. Work to get finances up-to-date is ongoing in the church office with the hope of being able to provide a financial statement for the congregation by early December.

b) Property:

The property committee looked after the flooring for the hall by the chapel and the parlour and it has been installed. This improvement is appreciated. The property committee continues to address various matters related to the church and the manse. Emily Bryant's detailed minutes for the committee were acknowledged.

c) Worship:

The committee has not met. The committee approved a motion by email to purchase a piano for the chapel at a cost of \$2800 plus \$300 for moving expenses. There are sufficient funds in the Media fund to cover this. It was moved by Linda Dunning and seconded by Lynn MacPhail that Council designate funds to purchase the piano (\$2800) and to move it (approx. \$300) with the funds to come from the Media fund. Motion carried.

d) Outreach and Service:

The minutes for the O&S committee for October and November were circulated. Heather Cameron outlined the distribution of benevolent funds. Holland College has expressed appreciation for the \$500 from Trinity-Clifton to support their student food bank.

e) Christian Development:

Alma spoke to the work that is being done in Sunday School. There are approximately 15 attending the weekly Bible study. After a short Christmas break, this program will resume in the new year. The Wednesday Advent services are recommended.

f) M&P: No report.

g) Clifton:

The Christmas service will be held on December 10th with lunch and singing after it at the Cotton Centre.

h) Pastoral care:

Anne Love indicated that the committee has met twice and that they are prepared to support Sandra and Mark Richardson with the delivery of Christmas gifts as needed. It was moved by Anne Love and seconded by Miriam Lank that Council approve the baptism of Jack Bradley Alan James Smith, who was born on June 27, 2023 and is the son of Bradley Alan Edward Smith and Madelyn Grace Perry, for November 26, 2023. Motion carried.

i) UCW:

Lynn reported that UCW met on November 6th with Joyce Phillips speaking on women of the wars. The AGM will be held at the Inn on the Hill on December 5, 2023 with pastor Marie Kenny as the guest speaker. This will be followed by a lunch to which all ladies of the church are invited as well as staff.

For the lunch after the Advent service at Trinity on December 13, 2023, Rev. John will make soup and the UCW will do biscuits, rolls and sweets. A few people will be needed to do set up, serving and cleanup.

j) Trinity Men:

This group met on October 18, 2023 with another meeting scheduled for November 22, 2023. A pancake breakfast may be planned for the new year.

k) Nominating:

There isn't anything new to report at this time. Gordon indicated that he and Mary Ann plan to finish their terms this year.

l) Trustees:

CRA has provided new information on reporting for trusts.

The Trustees received many applications for the Ramsden Scholarship and have selected 7 recipients for some part of the \$12100 available for distribution this year.

7. **Minister's Comments:**

Rev. John reported that the new projector for the sanctuary is installed and that it has the capacity to play a sound clip. He continues to contact people and is encouraged by the number gathering for Sunday services. Rev. Kevin Little will deliver the sermon on Anniversary Sunday.

8. **New Business:**

a) Christmas Fair:

Linda Dunning thanked those involved in the fair and Vicki noted the sense of community surrounding this event.

b) Office Administrator Leave Request:

Hannah MacDonald has applied for the Restorative Care Program of the UCC and her application is in progress.

It was moved by Miriam Lank and seconded by Bruce Fitchett that Council approve Hannah MacDonald's request for unpaid leave. Motion carried.

The Co-chairs have provided information to Hannah on the benefit and leave plans and on her entitlements.

It was moved by Phil Floyd and seconded by Vicki Allen Cook that Rev. Doreen Bird Daley be the replacement office administrator. Motion carried.

c) Bulletins:

The bulletins are not on the website as they are not being sent to Gordon Matheson.

Gordon reminded Council that he will put information on the website when it is sent to him.

d) Budget Requests:

Budget requests from Committees go to David White by December 15, 2023.

9. **Next Meeting – December 4, 2023 at 6:30pm**

10. **Adjournment and Benediction:**

It was moved by Phil Floyd and seconded by Miriam Lank that the meeting be adjourned. Motion Carried. Rev. John led Council in the benediction.