

Unitarian Church of Edmonton
Board Meeting Minutes - December 13, 2017

Present: president Karen Mills, vice-president Karen Bilida, past president Mike Keast, secretary Gloria Krenbrenk, treasurer Susan Ruttan, Brian Kiely, trustees David Rae, Yvonne Mireau and Marilyn Gaa

Regrets: None

Visitors: None

Call to Order: 7:18 p.m.

Check-in round table

Opening Words: Yvonne Mireau

Adoption of Minutes: **Moved** by Mike Keast, **seconded** by Karen Bilida, that the minutes of the November 8, 2017, UCE Board meeting be approved. **CARRIED.**

Approval of Agenda: **Moved** by Karen Bilida, **seconded** by Mike Keast, that the December 13, 2017, UCE Board meeting agenda be adopted with one addition. **CARRIED.**

NEW BUSINESS

Newsletter Oversight

Karen Bilida and the Communications Committee would like oversight of the newsletter. Presently Susan Ruttan reviews the newsletter for proofreading purposes. We need to clarify the roles of Karen Bilida, Susan Ruttan and Janet with respect to the newsletter. Karen Bilida and Brian Kiely will draw up a plan and terms of reference.

Treasurer Recruitment

Susan plans to put a notice in the January newsletter soliciting volunteers for the position with an offer that she will assist and shadow them for a year. Marilyn pointed out US citizens or dual Canadian/US citizens should not take on this role.

AGM Preparation

The Annual General Meeting will be held on Sunday, **May 6, 2018.**

Karen Mills suggested we provide short after service sessions to prepare the congregation for the AGM, such as what are the rules of order, how do I put forward a motion, what are the duties of a board member, etc. We also need to do training for the Nominating Committee. Bring your calendars to the January board meeting to set down

Unitarian Church of Edmonton
Board Meeting Minutes - December 13, 2017

deadlines for committee reports, etc. In March we will have a pulpit editorial on what it means to be part of the board.

Gift from the Estate of Joanne Graham

Janet will provide Joanne's husband and executor with a receipt for the \$1,000 donation which is designated for the music program and/or labyrinth. We considered using the funds for maintenance and cleaning of the labyrinth floor, or to hold a labyrinth event. It was agreed that an event might be a more fitting way to honour Joanne. Apparently there is a provincial labyrinth association where UCE could be listed as the location of a labyrinth. Mike Keast will look into this further as to whether there is a membership fee.

Signs for "Scent Free"

Mike Keast has not been successful in obtaining signs, however we can have them made. Susan will investigate whether such signage is available from AHS. We want signs in all sections; Yvonne will do a count. We also need to obtain NO PET signs.

Fishing Tips Chapter Summaries

Brian Kiely, Marilyn Gaa, Mike Keast and Karen Mills reported on chapters from "Fishing Tips" by Rev. Dr. John Pentland. The consensus was that the following are important for UCE to consider:

- Use the conversation pieces in services – this has already been implemented
- Pay more staff in lieu of milking volunteers; this results in responsibilities being taken more seriously
- Radical hospitality
- Strong sense of who we are

IN CAMERA

Moved by Susan Ruttan, **seconded** by Mike Keast, that our staff persons Brian Kiely, Lauren Kay and Janet Polkovsky each receive a \$500 Christmas bonus. **CARRIED.**

REPORTS

Finance – Attached

Minister – Attached

Karen Mills inquired about a bad microphone and/or static in the speaker. Brian advised that Bill Lee is aware of the problem and is working on a fix.

Unitarian Church of Edmonton
Board Meeting Minutes - December 13, 2017

David Rae inquired about the plan to have our renter upgrade our sound system. Brian had spoken to the renter about this and found that his proposal was too expensive and the technology may be too complicated for our purposes. This is something to look at when we next have casino money available.

DRE – Attached

Chaplain – Attached

Brian advised that Erica DeNeve is interested in taking chaplain training next year.

Administrator – No Report

Susan will review Janet's hours for the past 2 months.

Committees

Social Justice – Marilyn Gaa

The Social Justice Committee is planning a Blanket Exercise Service in January and another service on February 11, 2018.

Rentals – Mike Keast

The Committee will meet in January to review current renters and rates.

Building and Grounds Committee – Mike Keast

All three front renters are interested in having security cameras installed.

A combination lock will be installed between the kitchen and the coffee area. In addition some of the cupboards in the kitchen will be locked.

Mike clarified that damage deposits are refunded if we don't see that anything is missing. If more than one renter has used the kitchen, we don't know who is responsible for loss or damage.

David Rae brought up the Draggin Show and the fact that the person running it, Chris, gets overexcited and tends to dance on tables or on the piano, which has the risk of causing damage or injury. Janet is working with Chris to determine if he has appropriate liability insurance. David was asked to email Janet with details of the questionable activities observed.

Unitarian Church of Edmonton
Board Meeting Minutes - December 13, 2017

SUGGESTION BOX

Seniors Lunch

We need to change this up. Should this be a catered lunch with a charge? It was noted seniors are serving lunch to other seniors. Younger members are not able to volunteer on a weekday. Persons with mobility issues have difficulty with buffet style service. David Rae suggested family style service with a host at each table. Brian and Lauren will work on a proposal for next year.

Sound for the Stage During Chorealis Services

It was pointed out that the singers on the stage have difficulty hearing the readings and enjoying the service as our sound system is aimed toward the congregation. Mike Keast and Bill Lee have discussed this problem and will set something up for the next Chorealis service.

Certification Process from the UU Humanist Association

Westwood is now certified and it was suggested UCE should do the same. Brian will look into this further.

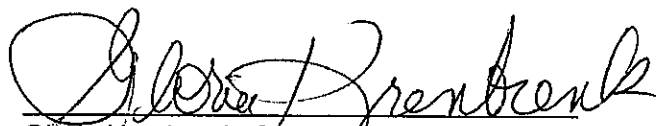
NEW MEMBERS / RESIGNATIONS

Moved by Yvonne Mireau, **seconded** by Mike Keast, that the applications for membership by ALISON (ALI) HAMMINGTON and KIMBERLEY PIZZEY be approved. **CARRIED.**

Next Meeting: **Wednesday, January 10, 2018.** Opening and closing words to be provided by Mike Keast.

Closing Words: Yvonne Mireau

ADJOURNED at 9:27p.m.


Gloria Krenbrenk, Secretary

Treasurer's Report to board Dec. 2017

1. We have approved the "cash surrender" of the Julius Buski insurance policy. Should net us \$12,000 minus any taxes we have to pay. Ruth Merriott is checking on the tax angle. Money goes into Endowment Fund.
2. Sylvia Krogh submitted cheque exchange documents for both Allan Boyle and herself for their trip to New Orleans last June for the UUA conference, for \$2,890 each. I have rejected her request for a tax receipt, quoting our own form on cheque exchanges: "Canada Revenue Agency permits claiming a charitable donation for expenditures of authorized representatives of our church to attend regional or national meetings..." Our church sends no delegates to the UUA, and of course a meeting in the U.S. is not a regional or national meeting. As Sylvia points out, my refusal goes against long habit in this church, but we need to obey the CRA rules.
3. We are starting to get more Endowment contributions – a reflection on the age of our congregation. I want to create a fourth sub-account in our Servus account, for Endowment money. We can park donations there until we have enough to buy a new GIC, or combine it with a GIC coming due. Current sub-accounts are Wages, Operating and Casino. Wages is our cheque-writing account.
4. We have \$666 left in our Casino account; next casino money next fall.
5. Power Church: we are behind in entering data from the teller sheets into Power Church. Ruth Merriott has offered to catch up on this work, as Janet has been too busy. Andrew hopes to issue annual tax receipts from Power Church this coming year.

Susan

Treasurer

**Unitarian Church of Edmonton
Balance Sheet As at Nov 30, 2017**

ASSET**Current Assets**

Wages Chequing		44,951.48
Operating Chequing		29,659.67
Casino Chequing		666.07
Savings at Tangerine	74,894.07	
Endowment at Tangerine	2,102.41	
Total Tangerine Accounts		76,996.48
Accounts Receivable		289.00

CURRENT ASSETS TOTAL**152,562.70****INVESTMENTS**

Endowment GIC #14	50,000.00	
Endowment GIC #15	27,000.00	
Endowment GIC #16	10,030.00	
Endowment: Credit Union Share	877.86	
Total Endowment		87,907.86
Allen Fund Term #12	2,033.00	
Morton Music Fund Term #13	4,066.00	
Total Special Funds		6,099.00

INVESTMENTS TOTAL**94,006.86****FIXED ASSETS**

Building	1,483,791.36	
Land	211,955.85	
Tenant Improvements	24,562.43	
Sub total Land & Building		1,720,309.64
Accumulated Amortization: Bldg	-655,956.40	
Accumulate Amortization: Tenant Imp	-13,728.40	
Sub total Amortization		-669,684.80
Furniture & Equipment		81,210.06

FIXED ASSETS TOTAL**1,131,834.90****TOTAL ASSET****1,378,404.46****LIABILITY****CURRENT LIABILITIES**

Accounts Payable		4,772.68
Unearned Revenue		6,678.25
Ministerial Discretionary	304.84	
Blue Xmas	310.32	
Chaplaincy	96.64	
Social Justice Fund	2,000.00	
Youth Funds (YRUU)	3,914.16	
History Project	221.56	
CUU Historical Society	46.85	
Membership Committee - Kitty	138.95	
Landscaping, Grounds	2,408.43	
Total Funds-in-Trust		9,441.75
Coffee Fund	138.69	
Soup Sunday	20.11	

**Unitarian Church of Edmonton
Balance Sheet As at Nov 30, 2017**

Total Fund Raising		158.80
Vision Care		1,105.00
Dental Care, Kiely	1,340.46	
Total Dental Care Plan		1,340.46
Accrued Term Interest		-14.25
WCB Payable		275.28
RRSP Payable		1,162.00
Casino 2016 13 Revenue	75,314.52	
Casino 2016 13 Expense	-74,663.17	
Casino 2016 13 Interest	12.39	
Casino 2016 Balance		663.74
Debentures		38,081.43
Accrued Debenture Interest		682.48
CURRENT LIABILITIES TOTAL		64,347.62
RESERVES		
Endowment		36,798.54
Allen Fund		2,049.64
Freeman Patrick Library		530.00
Morton Music Fund		4,099.27
Nancy Collinge Music Fund		3,846.46
RESERVES TOTAL		47,323.91
TOTAL LIABILITY		111,671.53
EQUITY		
EQUITY		
Prior Years		1,238,273.02
Current Earnings		28,459.91
EQUITY TOTAL		1,266,732.93
TOTAL EQUITY		1,266,732.93
LIABILITIES AND EQUITY		1,378,404.46

**Unitarian Church of Edmonton
Comparative Income Statement**

	<u>Actual Nov 01, 2017 to Nov 30, 2017</u>	<u>Budget Nov 01, 2017 to Nov 30, 2017</u>	<u>Actual Jul 01, 2017 to Nov 30, 2017</u>	<u>Budget Jul 01, 2017 to Nov 30, 2017</u>	<u>Difference</u>
REVENUE					
REVENUE					
Identified Contributions	11,041.83	13,333.33	59,622.57	66,666.65	-7,044.08
Canada Helps	289.50	0.00	1,399.25	0.00	1,399.25
CDONLINEGIVING	6,018.00	0.00	13,043.00	0.00	13,043.00
--- Total Contributions	<u>17,349.33</u>	<u>13,333.33</u>	<u>74,064.82</u>	<u>66,666.65</u>	<u>7,398.17</u>
Unidentified Contributions	546.43	416.66	2,498.23	2,083.30	414.93
Lease Rentals	7,760.00	7,500.00	38,400.00	37,500.00	900.00
Casual Renters	2,680.00	2,416.66	14,745.00	12,083.30	2,661.70
Interest, General	37.69	41.66	218.04	208.30	9.74
Miscellaneous	148.15	125.00	200.01	625.00	-424.99
Casino - deferred revenue	4,101.62	1,666.66	19,356.67	8,333.30	11,023.37
Fund Raising	102.15	666.66	102.15	3,333.30	-3,231.15
REVENUE TOTAL	<u>32,725.37</u>	<u>26,166.63</u>	<u>149,584.92</u>	<u>130,833.15</u>	<u>18,751.77</u>
TOTAL REVENUE	<u>32,725.37</u>	<u>26,166.63</u>	<u>149,584.92</u>	<u>130,833.15</u>	<u>18,751.77</u>
EXPENSE					
STAFF					
Salaries	9,932.34	9,962.33	48,048.34	49,811.65	-1,763.31
STATUTORY BENEFITS	0.00	0.00	0.00	0.00	0.00
CPP Expense	312.32	300.00	1,663.40	1,500.00	163.40
EI Expense	79.45	125.00	362.63	625.00	-262.37
WCB Expense	54.89	53.33	256.85	266.65	-9.80
Group Health	488.21	600.00	2,501.05	3,000.00	-498.95
Staff Retirement Plan	1,967.32	445.00	3,827.32	2,225.00	1,602.32
--- Total Statutory Benefits	<u>2,902.19</u>	<u>1,523.33</u>	<u>8,611.25</u>	<u>7,616.65</u>	<u>994.60</u>
Minister's Pension Plan	1,394.00	697.00	4,182.00	3,485.00	697.00
Minister's Allowances	300.00	300.00	1,500.00	1,500.00	0.00
Minister's Professional Expenses	740.91	416.66	1,129.51	2,083.30	-953.79
Other Staff Development	0.00	55.00	362.25	275.00	87.25
Summer Staff	0.00	0.00	1,750.77	2,036.00	-285.23
STAFF TOTAL	<u>15,269.44</u>	<u>12,954.32</u>	<u>65,584.12</u>	<u>66,807.60</u>	<u>-1,223.48</u>
EXTERNAL RELATIONS					
Canadian Unitarian Council Dues	1,387.00	1,400.00	6,935.00	7,000.00	-65.00
CCCC Membership	440.00	35.83	440.00	179.15	260.85
--- Net Assistance	<u>440.00</u>	<u>35.83</u>	<u>440.00</u>	<u>179.15</u>	<u>260.85</u>
EXTERNAL RELATIONS TOTAL	<u>1,827.00</u>	<u>1,435.83</u>	<u>7,375.00</u>	<u>7,179.15</u>	<u>195.85</u>
PROGRAMS/COMMITTEES					
Adult Program	20.00	33.33	20.00	166.65	-146.65
Aesthetics	0.00	8.33	0.00	41.65	-41.65
Board	0.00	50.00	0.00	250.00	-250.00
Campus Ministry	0.00	83.33	300.00	416.65	-116.65
Communications	0.00	33.33	0.00	166.65	-166.65
Pastoral Care	0.00	41.66	0.00	208.30	-208.30
Lay Chaplain	0.00	0.00	120.35	0.00	120.35
CHOIR / MUSIC	0.00	0.00	0.00	0.00	0.00
Choir/Music	0.00	366.66	0.00	1,833.30	-1,833.30

**Unitarian Church of Edmonton
Comparative Income Statement**

	Actual Nov 01, 2017 to Nov 30, 2017	Budget Nov 01, 2017 to Nov 30, 2017	Actual Jul 01, 2017 to Nov 30, 2017	Budget Jul 01, 2017 to Nov 30, 2017	Difference
Music, Supplies, Memberships	0.00	58.33	0.00	291.65	-291.65
---- Total Choir & Musicians	0.00	424.99	0.00	2,124.95	-2,124.95
Other Church Services Costs	0.00	41.66	0.00	208.30	-208.30
---- Total Church Services	0.00	41.66	0.00	208.30	-208.30
Friendship	0.00	33.33	0.00	166.65	-166.65
Membership	0.00	16.66	0.00	83.30	-83.30
RE CHILDREN'S PROGRAMS	0.00	0.00	0.00	0.00	0.00
Child Care - RE	352.66	218.33	1,178.17	1,091.65	86.52
Child Care - Non RE	0.00	10.00	0.00	50.00	-50.00
Curriculum	0.00	15.00	0.00	75.00	-75.00
Food	0.00	15.00	0.00	75.00	-75.00
Supplies	0.00	15.00	128.33	75.00	53.33
Training & Conferences	0.00	25.00	195.00	125.00	70.00
Volunteer Appreciation	0.00	15.00	0.00	75.00	-75.00
Youth Fund (YRUU)	9.62	20.00	359.62	100.00	259.62
---- Total RE/Children's Program	362.28	333.33	1,861.12	1,666.65	194.47
Social Responsibility/Justice	0.00	16.66	0.00	83.30	-83.30
PROGRAMS/COMMITTEES TOTAL	362.28	1,116.61	2,301.47	5,583.05	-3,281.58
OFFICE					
Bank Fees/Accounting Stationery	37.00	27.50	219.00	137.50	81.50
Bookkeeper	1,250.00	1,250.00	6,250.00	6,250.00	0.00
Info Technology	41.90	100.00	1,293.87	500.00	793.87
Computer Tech	0.00	250.00	0.00	1,250.00	-1,250.00
Computer Repair	0.00	58.33	0.00	291.65	-291.65
Website	0.00	12.50	0.00	62.50	-62.50
STATIONERY & SUPPLIES	0.00	0.00	0.00	0.00	0.00
Canada Post & Courier	69.35	108.33	155.21	541.65	-386.44
Paper, Envelope	208.71	33.33	208.71	166.65	42.06
Office Expense	117.58	125.00	747.60	625.00	122.60
Copy Lease	550.83	189.16	1,101.66	945.80	155.86
Copy Cost	61.79	41.66	139.85	208.30	-68.45
---- Total Stationery & Supplies	1,008.26	497.48	2,353.03	2,487.40	-134.37
Telephone, Fax, Internet	348.62	333.33	1,741.44	1,666.65	74.79
OFFICE TOTAL	2,685.78	2,529.14	11,857.34	12,645.70	-788.36
BUILDING					
Janitor	1,320.38	1,333.33	6,601.90	6,666.65	-64.75
Electricity	2,819.18	1,375.00	7,010.99	6,875.00	135.99
Sewer & Water	434.97	458.33	2,098.50	2,291.65	-193.15
Insurance	0.00	408.33	0.00	2,041.65	-2,041.65
Natural Gas	441.58	766.66	789.87	3,833.30	-3,043.43
Security	3,556.67	133.33	4,102.92	666.65	3,436.27
Cleaning Supplies	428.58	100.00	780.43	500.00	280.43
Snow Removal	819.00	208.33	945.00	1,041.65	-96.65
Property Taxes	0.00	616.66	0.00	3,083.30	-3,083.30
---- Sub total Building	9,820.36	5,399.97	22,329.61	26,999.85	-4,670.24
Electrical, Sound System	515.77	16.66	515.77	83.30	432.47
Fire Saffey	0.00	125.00	772.80	625.00	147.80
Furnaces	2,957.85	200.00	3,571.05	1,000.00	2,571.05
Keys, Locks	168.00	33.33	336.00	166.65	169.35
Piano	0.00	41.66	399.00	208.30	190.70

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Operations, Other	0.00	166.66	1,092.42	833.30	259.12
Plumbing, Kitchen	0.00	41.66	50.61	208.30	-157.69
Tenant Property Maintenance	0.00	166.66	0.00	833.30	-833.30
Building Maintenance	281.26	500.00	3,080.81	2,500.00	580.81
Furniture & Equipment	0.00	16.66	1,270.49	83.30	1,187.19
--- Sub Total Maintenance	<u>3,922.88</u>	<u>1,308.29</u>	<u>11,088.95</u>	<u>6,541.45</u>	<u>4,547.50</u>
BUILDING TOTAL	<u>13,743.24</u>	<u>6,708.26</u>	<u>33,418.56</u>	<u>33,541.30</u>	<u>-122.74</u>
NON-CASH Amounts					
Debenture Interest Expense	95.21	153.66	588.52	768.30	-179.78
Amortization Expense	0.00	0.00	0.00	0.00	0.00
--- Sub Total NON-CASH amou...	<u>95.21</u>	<u>153.66</u>	<u>588.52</u>	<u>768.30</u>	<u>-179.78</u>
NON-CASH TOTAL	<u>95.21</u>	<u>153.66</u>	<u>588.52</u>	<u>768.30</u>	<u>-179.78</u>
TOTAL EXPENSE	<u>34,002.95</u>	<u>24,897.82</u>	<u>121,125.01</u>	<u>126,525.10</u>	<u>-5,400.09</u>
NET INCOME	<u>-1,277.58</u>	<u>1,268.81</u>	<u>28,459.91</u>	<u>4,308.05</u>	<u>24,151.86</u>

Minister's Report, December 2017
Brian Kiely

Accomplishments:

* Led three services * Attended 12 meetings * Made 13 pastoral care visits
ore phone calls * got married * Led Religion on Tap for 7 people. *
Coordinated and hosted the Living and Dying Course including presenting
two complete sessions. Average attendance was 27.

Sound System Working with Bill Lee and with the advice of others we
acquired a new ear mike to go with our sound system. It also comes with a
slightly poorer quality mic as we were using before. Shopping with Bill was
fun!

Living and Dying Course In all we offered four session as detailed in
earlier reports. The session by Chaplain Ann Nelson was good, the Wills
session by lawyer Mike Simons was excellent. We had steady attendance of
27-29 throughout. The feedback I heard was largely positive.

Housing Plenary: Although I am no longer serving on the steering
committee of CRIHI (Capitol Region Interfaith Housing Initiative) I maintain
some tangential involvement. I attended a recent plenary session - the
'everyone is invited for an update'- with about 125 people including Audrey
Brooks. With the city having launched an Eliminate Poverty initiative, it was
interesting to see how it would fit with the Existing Ending Homelessness
work. It was exciting to see a whole new generation of leaders in various
agencies devoted to the housing concerns taking over and leading boldly.
New goals and priorities were worked on. I feel this work of the city's will go
on strongly.

In a similar vein I had a half hour private meeting with Ward 1 Councillor
Andrew Knack las week discussing how I and the church van be involved in
the ongoing work of the city. It was good to teach him about our church and
to discuss the slow but positive progress I feel the city is making. We will
see what shales out.

First Nations The January/February themes on First Nations and Truth and
Reconciliation are coming together nicely thanks to the excellent and
thoughtful work of the Social Justice Team. I think it will be a good series
with a blanket exercise, and possibly excerpts of a play in which our former
intern Rev, Meg Roberts performs.

Minister



Gloria Krenbrenk <gkrenbrenk@gmail.com>

RE report for Board

Lauren Kay <shirazandlauren@gmail.com>

Sun, Dec 10, 2017 at 4:30 PM

To: uce Kids <ucekids@uce.ca>

Cc: Karen Mills <karenmills@me.com>, Communications Uce <Unitarian.Edmonton@yahoo.ca>, Yvonne Mireau <shaktioya@yahoo.ca>, Brian Kiely <briekie@aol.com>, mike keast <mikekeast@shaw.ca>, David Rae <davidar@shaw.ca>, gkrenbrenk@gmail.com, Susan Ruttan <ruttans@shaw.ca>, jamesgaa@telusplanet.net

November was a busy and interesting month for the RE program.

Program Experiment:

The RE committee and I all agree that we need to continue our new scheduling with all the kids/youth. As stated at the "experiment discussion", we want two Sundays a month for the kids to stay in service until after the sermon. Classes will go till noon. These dates will be coordinated between RE and Brian. We will choose dates that will be more appealing to the kids/youth. Also, more discussions need to be had on choir services, music selections, and how that relates to the kids/youth. Discussions and collaboration will continue with Brian as to the format of services and how to engage the kids/youth. Overall, the response from the congregation has been positive to the kids/youth being in services. I also acknowledge that there are those who do not like the kids in service and find them distracting. Adults have to use self care and be aware of their own sensitivities as well though. We cannot put all the work onto the kids. We all have to be willing to include everyone. I believe the future of the church community integrating more is a positive one and it will get easier as we go along. I encourage everyone to discuss and give opinions at any time. We(RE) will do our best to address everyone concerns.

Volunteers:

We need more volunteers. The same people are helping all the time and it is not fair. The RE committee has been tasked with spreading the word for more help. Also, the topic came up in the discussion meeting. The middle aged kids asked for their own class. I set it up for them and now, we are always short a volunteer. They have expressed their frustration about this. They do not want to go to the 5-7yr old class just because they don't have a teacher. It is not fair to them. This is why they do not come all the time. Also, pushing the 8-11yr olds into youth group is not appropriate. Discussions in youth group are too advanced for this to be a viable option.

We now have 3-4 new little ones(0-3yr old). Those parents are happy with the option of a nursery on call volunteer watching their kids in the quiet room. Again, another person to rotate in this position is needed.

Requirements for staff/volunteers on one Sunday are: 3 paid staff, 3 volunteers as assistant teachers, and one nursery on call person. One paid staff and regular volunteers are in choir. So, on choir services, we are severely under staffed.

Funds:

The money from the youth drag show donation was used for the youth sleepover. It was a great time had by all at the event. Karen Stevenson was great with the youth and the art therapy workshop was well received.

The RE committee and I have agreed that we will send Wren to CanUUDle in Hamilton alone. We cannot afford to send all the youth and some are under the CUC's 14 age requirement. We do not want any to feel left behind. The whole youth group are in agreement as well. Wren is 18 and will sign a waiver in regards to traveling alone. Asha(CUC) is aware and will make sure Wren is picked up from the airport. Hopefully, there will be a youth advisor there that is willing to look after Wren. Otherwise, we will need to send one of ours. I believe this will work out in our favour based on Asha's email in regards. More details to come. Also, Marilyn has graciously given her air miles towards Wren's travel costs. The rest will be paid from the youth budget.

Staff:

First off, Andrea has submitted her resignation. She will remain till the end of December. Next, Vivian is considering coming back. Yvonne and I saw her and she mentioned she missed UCE. I am doing my best to get her(and her little sister) back. She is considering it.

Brian and I have been meeting(2x) with Rev. Anne and Ilara, DRE about RE programs and using our UCE/Westwood

12/10/2017

Gmail - RE report for Board

knowledge to help each other out. Those meetings are great for insight and we will be continuing them going forward. The relationships between minister's and DRE's is vital to a successful work life and program in general. We are lucky to have two congregations in the same city. We are taking advantage and using the combined knowledge to our benefit(s).

Extras:

In January and February, the RE and SJ committees will swap meeting dates. SJ will be on the first Sunday instead and RE on the second. This is not a permanent change.

RE will host the games for the Mitten Tree service as requested.

We will not have classes on Christmas or New Year's. Families will be encouraged to attend services together.

Respectfully submitted,

Lauren



Gloria Krenbrenk <gkrenbrenk@gmail.com>

Lay Chaplain/Events reports for Board

Lauren Kay <shirazandlauren@gmail.com>

Sun, Dec 10, 2017 at 5:24 PM

To: uce Kids <ucekids@uce.ca>

Cc: Karen Mills <karenmills@me.com>, Communications Uce <Unitarian.Edmonton@yahoo.ca>, Brian Kiely <briekie@aol.com>, mike keast <mikekeast@shaw.ca>, Yvonne Mireau <shaktioya@yahoo.ca>, jamesgaa@telusplanet.net, Susan Ruttan <ruttans@shaw.ca>, gkrenbrenk@gmail.com, David Rae <davidar@shaw.ca>

Lay Chaplain Report:

I performed my first duty as the Lay Chaplain. It was a great private ceremony for Brian and Erica. It was a great honour and privilege to represent UCE for their ceremony. Thank you for the opportunity to do so. :)

Events Report:

In regards to the Senior's luncheon this year. I had some complaints/concerns. I will list them and my thoughts below in detail.

-Normally, Brian is there to do the food, I assist and it all is easier since there are two of us "in charge". I can then concentrate on MCing the event and keeping the timeline on schedule. With Brian away, more volunteers were needed to bring food items. I had to be everywhere at once. Maybe the guests as a whole didn't notice, but some did. Audrey helped out with the mic and singing.

-Karen B., Susan, Louise, Jolien and others were a huge help.

-Janet made the turkeys and brought them in which was a great help.

-Our senior volunteers are great. But, there is only so much they can do and some are not reliable before the event. Some show in time and some don't. Some don't set up as asked but how they "remember" it should be. Some don't listen at all. Most of the volunteers are, again, always the same people. I couldn't do it with out them but they should not have to be there every time.

-Susan is like the dishwashing guru. She is so helpful. But, she stays too long and works too hard.

-Kim from the youth drag show volunteered to help me and was an asset at the event. She also became a member that day!

-Seniors complained about bringing dishes. They are feeling over extended for church pot lucks and soup Sundays.

-One table of guests(7ppl) asked me to make an announcement for people to raise their hand for the event to be catered. They thought people would agree to paying \$15 a person with no issue. I explained I could not poll the group at that time but they should submit their concerns into the suggestion box.

-We had 56 RSVPs. We also had ten more show up out of the blue. We did have enough food. However, we ran out of brussel sprouts and cranberry sauce. Both of these items were brought in by members. Two of our long time members were at the end of the food line and were complaining about the food. I did tell them that we were out of those items because we had more people than expected. So, next time, we have to make a change so this doesn't happen again. Susan suggested letting the long time members go first. Also, people can be willing to eat another vegetable instead as well.

-There was a big difference in the amount of food that was consumed because I put out the smaller of the two sized dinner plates we have. They used small plates for salads if needed.

-I believe that the church comes out better in the end with "us" doing the food versus catering the event. We spend under \$500 for everything I believe. Brian/Susan would know for sure. But, as more people become seniors, the costs will go up and less people will be able to bring desserts, etc. Some consideration to the future has to be given.

-Ruth M. spent a long while trying to fix our plates cart. People have been using it improperly. Just putting dishes in the

Lay Chaplain

wrong size columns. The dishes were stuck or sideways. They could have been broken. A whole stack of bowls was just sitting on the side, not in the rack part. We almost lost them in transit to the food table. Things like this are silly and should not be happening.

-The dramatic part:

We cannot continue to go buy chafing dish pans, etc. because renters are stealing them or taking by accident. This has happened more than once. I have been saying this for years and nothing changes. Based on the response I got from board members on this issue, this time, I am hopeful that changes will be implemented.

My suggestions are as follows.....

lock our stuff up in the kitchen

or

do inventory and check after renters leave so we know if they took our stuff. Then keep their deposit unless items are returned or they pay to replace.

or

have a volunteer/staff person at every event to make sure our stuff is there. Again, if they take it, they return, pay for it or loose deposit.

I cannot tell you how upsetting it was to go in on Thursday night to prep for the Friday luncheon and realize that the pans I need are gone. Thanks to Karen and Susan for working out the logistics of getting new ones.

-If renters are going to be storing in our space/fridge/cabinets, they need to pay extra for that space(maybe they are and I am not aware). Their things are everywhere.

Overall, the event was a great success and I believe 98% enjoyed themselves completely. I always enjoy planning and working these events. The Seniors are a joy to be around!

Cheers,

Lauren