

# Unitarian Church of Edmonton

## Board Meeting Minutes - April 11, 2018

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

**Regrets:**

**Visitors:** Lauren Kay, Doug Eastwell and Larry Charach

**Call to Order:** 7:27 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 March 14, 2018, UCE Board meeting be approved. **CARRIED.**

**Approval of Agenda:** **Moved** by Yvonne Mireau, **seconded** by Karen Bilida, that the April 11, 2018, UCE Board meeting agenda be adopted. **CARRIED.**

### **NEW BUSINESS**

#### AGM Planning

Karen Mills presented a proposed Agenda for the AGM which was reviewed and discussed.

Larry Charach presented the report of the Audit Committee (attached). **Moved** by Susan Ruttan, **seconded** by Yvonne Mireau, that the board accept the recommendations contained in the audit report. As board members had not had the opportunity to review the Audit Report prior to the meeting, the report was subsequently circulated by email and the motion voted on by email. **CARRIED**

Lauren Kay asked for some direction from the board as to what she should include in her DRE report for the AGM. She noted that the adults involved in the RE program are frustrated and pay inequities remain. Discussion followed and suggestions were offered.

# Unitarian Church of Edmonton

## Board Meeting Minutes - April 11, 2018

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### Review of Proposed Budget for 2018-2019

Discussion focussed on staff salaries and the need for a strong HR Committee. Some possible errors were noted. A revised budget was circulated and voted on by Email.

**Moved** by Susan Ruttan, **seconded** by Marilyn Gaa, that the board recommend to the congregation the revised proposed budget for the 2018/19 year. **CARRIED**

### REPORTS

#### Finance – Attached

**Moved** by Susan Ruttan, **seconded** by Mike Keast, that the Treasurer be authorized to set up on-line access to church financial accounts (such as banks and Canada Revenue Agency) and to authorize access as appropriate to staff members, bookkeeper, or Finance Committee volunteers to carry out church related work, and to update or revoke those individual authorizations as needed. **CARRIED**

#### Human Resources – Attached (see Treasurer's Report)

The HR Committee with the assistance of a board member and Marilyn Gaa from the RE Committee will deal with hiring a new Director of Religious Education. Brian as the DRE's direct supervisor will be involved.

#### Minister - Attached

Brian advised that the payroll company made errors on his last pay cheque. Ruth Meriott is looking into this.

#### RE - Attached

#### Committees

##### Building and Grounds – Mike Keast

Our tenant AWWOA is interested in getting internet and phones through Shaw and UCE has been approached. Shaw is offering an excellent price so a switch for UCE is being considered. Internet access at our premises has been poor and it is hoped Shaw may provide better service.

**Unitarian Church of Edmonton**  
**Board Meeting Minutes - April 11, 2018**

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**NEW MEMBERS / RESIGNATIONS**

**Karen Hushka** believes she signed a membership application last year but the paperwork has gone missing. **Moved** by Yvonne Mireau, **seconded** by Marilyn Gaa that Karen Hushka be accepted as a new member retroactively to January 1, 2018, as long as she submits a membership application by April 30, 2016. **CARRIED**

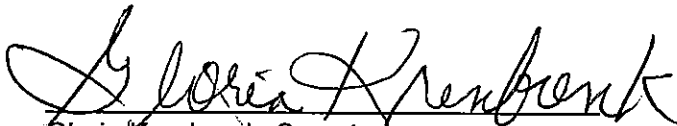
**Michelle Demers** resigned her membership.

**Board Dinner: Saturday, April 28, 2018 at the home of Susan Ruttan**

**Next Meeting: Wednesday, May 9, 2018.**

Closing Words: Yvonne Mireau

ADJOURNED at 9:50 p.m.

  
Gloria Krenbrenk, Secretary

**From:** UCE Audit Committee

**To:** UCE Board

April 9, 2018

**Subject: UCE Audit Committee's Report to UCE Board for the fiscal year ending June 30, 2017**

The Audit Committee hereby submits its Audit Report for 2016/17 to the Board.

The Audit Committee notes that most of the Audit Committee's recommendations still require follow-up through actions assigned by the UCE Board to staff or existing committees.

It also may be timely for the UCE Board to reconsider what is the role of the Audit Committee.

Accordingly, we are resubmitting most of last year's recommendations with an update included in the shaded box.

**1. Regular Review of Contracts for Services and Utilities**

This was recommended in previous Audits.

The UCE should have the Church Administrator with direction from the appropriate Committee or Board member review contracts and agreements for contracted services on a regular basis. This includes the electricity contract prior to its expiration and contracts for internet and telephones which are very competitive and should be reviewed on a regular basis

**April 2018 Update**

The electricity contract was reviewed and a new contract entered in which resulted in significant savings. To the Audit Committee's knowledge no other contracts were reviewed or went through a RFP process. Particularly noteworthy is the cleaner's contract as the Audit Committee has noted a deterioration in the quality of service. There also appears a need to review how snow services are carried out and an assessment of whether members' need for a safe entry to the Church for services is in place. There is a potential liability issue and risk of losing older members.

**Recommendation:** An annual assessment of contract compliance should be done for contracted services including cleaning and snow removal

**2. Improved Process and Forms for Expense Claims**

This was recommended in previous Audits.

Put in place an improved system and form for expense claims. We note discussion about this in internal correspondence that supports this recommendation.

*Audit Report*

#### **April 2018 Update**

While the Audit Committee notes some improvement in this area, there is still for further due diligence in ensuring that no expenses are approved and paid without the appropriate approvals are in place.

The Audit Committee in its random assessment of accounting material, note that an expense was placed on the UCE Credit Card and then claimed separately as an expenses. While the Audit Committee expects this was not intentional and was caught then remedied, the Audit Committee recommends:

1. UCE Credit Cards be limited to those who need to make significant or regular purchases such as the Church Administrator
2. A separate form for receipts from the UCE Credit Card be required and cross-checked against the credit card bills.

### **3. Review potential opportunities for Energy Efficiency**

This was recommended in previous Audits.

The UCE should assign staff or a Committee to look at ways to benefit from the Alberta government's rebate program for energy efficiency. Significant dollars will be made available from the Provincial Carbon Levy

#### **April 2018 Update**

Lighting and Heating task group has been formed to investigate the lighting and heating needs of the entire church building and to take advantage of any available grants/rebates.

### **4. New: A Procedures Policy Manual should be Developed and then Approved by the Congregation covering:**

- Approval for church expenditures by Committees if not included and designated in the UCE budget
- Work orders should be issued for any major expenditure on outside contractors or servicing. The Audit Committee noted expenditure in excess of \$1,000 for an 'electricity fault issue' in leased space, but the service person was unable to access the leased space at the first visit and at the second visit found no issue. There was no explanation why this was required and assessment of the outcome
- Other procedural and process issues to be determined

**See Attachments for Proposed Processes and Forms**

- UCE Credit Card Receipt Submission
- Check Requisition/ Expense Authorization Form
- Account Payable Flow Chart

## Accounts Payable and Purchasing

- There must be a bill, invoice, statement, receipt, or approved request for payment, for every cheque written. These should be available for comparison with the cancelled checks on an occasional basis. No cheques should be signed without documentation of the expense, and the expense should be consistent with the categories established in the church budget.
- Committee Chairs and Board member liaisons are responsible for assuring that spending is within budgeted amounts for the committees and programs over which they have oversight.
- No authorized signatory to a church bank or brokerage account may sign a cheque made out to them self or family member without a co-signer.
- Competitive bids shall be required before the purchase of a major service or property item whose value exceeds \$800.00. Good faith effort shall be made to obtain three written bids and the results compiled for ease of review. If fewer than three bids are obtained or received, a written explanation shall be prepared to accompany the purchase recommendation.
- Competitive bids and contracts for purchase of major services or property items costing \$800.00-\$1999.99 shall be reviewed and approved by the Finance Committee or the UCE Board before the bid is awarded or the contract is signed.
- Competitive bids and contracts for purchase of major services or property items costing \$2000.00 or more shall be reviewed and approved by the UCE Board before the bid is awarded or the contract is signed.
- It is against the policy and values of UCE to show favoritism to particular contractors based on criteria other than demonstrated ability to do work of adequate quality in conformance with relevant regulations, building codes, licensing requirements, insurance requirements, etc., in advertising for proposals and bids.
- Purchases by committee members, committee chairs, or members of the Board should be made in the name of the church to be in accordance with CRA rules.
- If frequent purchases are made from the same vendor, it is advisable to establish an account with the vendor (in efforts to receive bulk / preferred customer discounts).
- The Finance Committee shall review requests for any credit cards to be issued in the name of the church and shall recommend to the UCE Board approval or disapproval, and which employee(s) or church members shall have usage of the card for church related purchases. The Board shall make the final decision.
- The Treasurer shall notify the UCE Board if a problem with use of the credit cards is noticed, such as excessive usage or purchase of inappropriate items.

**PURCHASING**

**Over \$2000.00**



**Get 3 quotes and apply for preapproval by UCE Board**

**\$800.00-\$1999.99**



**Get 3 quotes and apply for preapproval by UCE Board or Finance committee**

**\$75.01-\$799.99**



**Get preapproval by UCE Board member, plus 1 of: Chair of Comittee, DRE, UCE Minister**

**Under \$75**



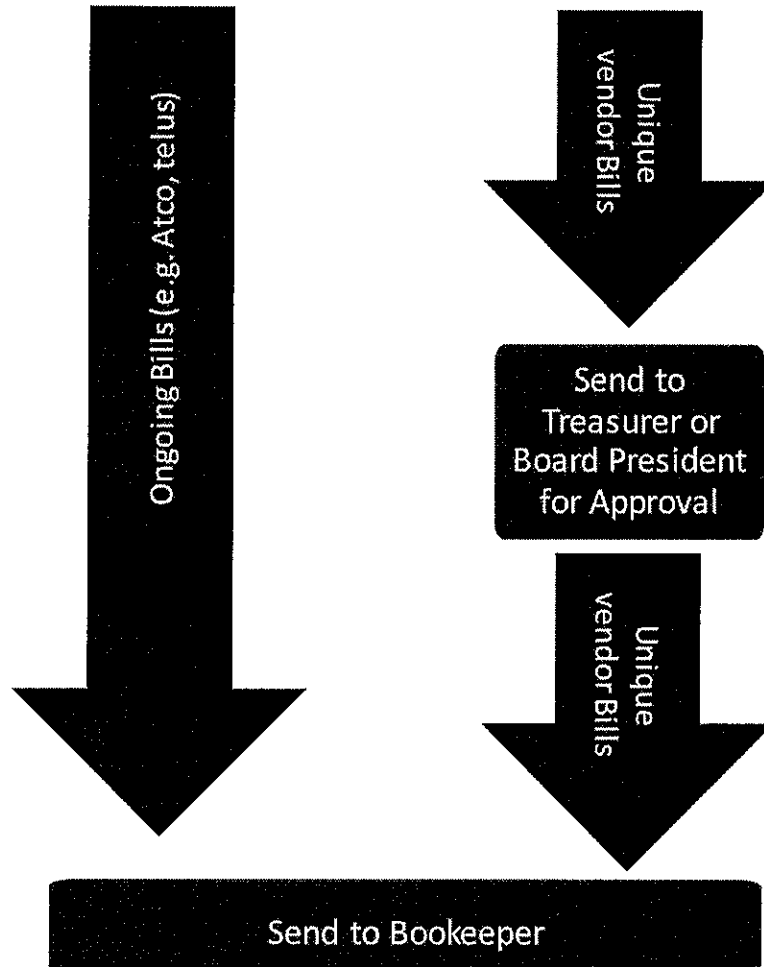
**Get preapproval by 1 of: UCE Board member, Chair of Comittee, DRE, UCE Minister**

**After approval and purchase, fill out cheque/credit card request with attached receipt, send to bookkeeper.**

## ACCOUNTS PAYABLE

Bill/Invoice/Statement to be referred to as "bill"

- Bill received by church administrator and date stamped
- Bill electronically stored (scanned). Saved in file with format name Vendor\_Statement Date  
E.g. Atco\_12FEB2018

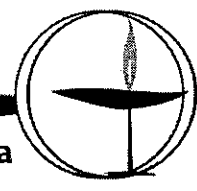




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Unitarian Church of Edmonton

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### Cheque Requisition/ Expense Authorization Form

**Pay to:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Expenses (attach receipts)	Total Amount	Amount of GST
	\$ _____	\$ _____
	\$ _____	\$ _____
	\$ _____	\$ _____
	\$ _____	\$ _____
	\$ _____	\$ _____
<b>Totals:</b>	\$ _____	\$ _____

Reason for Expense:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Budget (GL#) to be charged: \_\_\_\_\_

Committee Chair: \_\_\_\_\_  
(Signature) (print name)

2nd Authorization: \_\_\_\_\_  
(for purchases over \$75) (Signature) (print name)

UCE Credit Card Receipt Submission



Pay to: Credit Card Company

Expenses (attach receipts)	Total Amount	Amount of GST
	\$	\$
Totals:	\$	\$

Reason for Expense:

\_\_\_\_\_  
\_\_\_\_\_

Budget (GL#) to be charged: \_\_\_\_\_

Pre Authorized by: \_\_\_\_\_  
(sign and print name)

2nd Authorization: \_\_\_\_\_  
(for over \$75) (sign and print)

UCE Credit Card Receipt Submission



Pay to: Credit Card Company

Expenses (attach receipts)	Total Amount	Amount of GST
	\$	\$
Totals:	\$	\$

Reason for Expense:

\_\_\_\_\_  
\_\_\_\_\_

Budget (GL#) to be charged: \_\_\_\_\_

Pre Authorized by: \_\_\_\_\_  
(sign and print name)

2nd Authorization: \_\_\_\_\_  
(for over \$75) (sign and print)



Gloria Krenbrenk &lt;gkrenbrenk@gmail.com&gt;

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**Fwd: vote on the budget!**


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**mike keast** <mikekeast@shaw.ca>  
To: gkrenbrenk@gmail.com

Wed, Apr 18, 2018 at 7:46 PM

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: Yvonne Mireau &lt;shaktioya@yahoo.ca&gt;

Date: 2018-04-16 12:46 PM (GMT-07:00)

To: David &lt;davidar@shaw.ca&gt;

Cc: mikekeast@shaw.ca, Susan Ruttan &lt;ruttans@shaw.ca&gt;, Gloria Krenbrenk &lt;gkrenbrenk@gmail.com&gt;, Karen Bilida &lt;Unitarian.edmonton@yahoo.ca&gt;, Karen Mills &lt;karenmills@me.com&gt;, marilyngaa@telusplanet.net

Subject: Re: vote on the budget!

Yes! (Yay)

Yvonne

On Apr 16, 2018, at 12:32 PM, David Rae &lt;davidar@shaw.ca&gt; wrote:

Yes

Sent from my iPhone

On Apr 16, 2018, at 10:18 AM, mike keast &lt;mikekeast@shaw.ca&gt; wrote:

Yes

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: ruttans@shaw.ca

Date: 2018-04-16 10:07 AM (GMT-07:00)

To: David Rae &lt;davidar@shaw.ca&gt;, gkrenbrenk@gmail.com, Karen Bilida UCE &lt;Unitarian.edmonton@yahoo.ca&gt;, Karen Mills &lt;karenmills@me.com&gt;, "keast, mike" &lt;mikekeast@shaw.ca&gt;, Marilyn Gaa &lt;marilyngaa@telusplanet.net&gt;, Yvonne Mireau &lt;shaktioya@yahoo.ca&gt;

Subject: vote on the budget!

**PLEASE VOTE BY RETURN EMAIL!!**

**Moved** by Susan Ruttan that the board recommend to the congregation the proposed budget for the 2018/19 year.

Changes to what the board saw on Wednesday:

- DRE and admin will now get \$2 an hour wage increase instead of \$1. This is in response to discussion at the meeting last week.

4/18/2018

Gmail - Fwd: vote on the budget!

- DRE will be paid for 46 weeks – 43 weeks standard contract plus three weeks of prep time for a new DRE.
- Cost of staff CPP, EI and WCB has been adjusted – up by \$2,500, to \$9,500. Reflects two staff getting higher pay and more hours.
- A \$400 budget line for Communications has been restored, at request of Karen Bilida.
- Cost of electricity has been adjusted downward by \$2,000, because of new Atco contract.
- Estimate of donations has been adjusted up by \$4,600, to \$172,000. This was Andrew's final estimate.

The result: a tiny surplus of ~~\$598~~ *deficit*. (thanks to the cheaper electricity and more donations expected).

So, yay for us!

Susan

PS the vote on the audit report motion has been approved.

# Unitarian Church of Edmonton

## DRAFT BUDGET 2018-19

### EXPENSES

	<u>Actual</u> 2016-17	<u>BUDGET</u> 2017-18	<u>BUDGET</u> 2018-19	
<b>Salaries &amp; Benefits</b>				
Minister	83,628	83,628	83,628	
RE Director	16,000	16,860	18,400	\$2/h raise
Administrator	17,120	19,060	22,448	\$2/h raise
<b>subtotal</b>	<b>115,599</b>	<b>119,548</b>	<b>124,476</b>	
CPP, EI, WCB	6,477	5,540	9,500	
Group Health	6,400	7,200	7,200	
Staff RRSP	5,340	5,340	7,820	2 staff added
Minister's Pension	8,364	8,364	8,364	
<b>Benefits subtotal</b>	<b>23,701</b>	<b>26,444</b>	<b>32,884</b>	
Minister's Allowances	3,600	3,600	3,600	
Minister's Prof. Expenses	5,941	5,000	5,000	
Staff Development	0	660	500	
Admin temp worker	1,829	2,036	1,000	
<b>Subtotal</b>	<b>26,581</b>	<b>11,296</b>	<b>10,100</b>	
<b>Total Staff Costs</b>	<b>159,034</b>	<b>157,288</b>	<b>167,460</b>	
<b>External Relations</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	
CUC Annual Dues	19,068	16,800	18,000	raise in fee
Delegate assistance	813	0	0	
CCCC membership	410	430	460	
Interfaith Centre	400	400	400	

	20,691	17,630	18,860
<b>Total</b>	<b>20,691</b>	<b>17,630</b>	<b>18,860</b>
<b>Programs</b>			
Adult programs	0	400	200
Aesthetics	0	100	100
Board	35	200	200
Campus Min expenses	1,065	1,000	0
Contingency	0	0	200
Choir/music	4,000	5,100	5,300
Church services	314	500	500
Communications	0	400	400
Friendship committee	467	400	400
Membership	30	200	200
Pastoral Care/Chaplain	0	500	200
RE/Youth	3,614	4,000	4,000
Social justice	320	200	100
<b>Total</b>	<b>9,525</b>	<b>13,000</b>	<b>11,800</b>
			has a fund
<b>Office</b>			
Canada Post&courier	922	1,300	1,000
Paper&envelopes	533	400	450
Office expense	1,792	1,500	1,800
Copy lease	2,403	2,270	2,285
Copy cost	509	500	500
Phone,fax,internet	3,831	4,000	4,200
Bank fees, supplies	909	330	900
Info technology	3,449	1,200	1,200
Computer repair	819	700	400
Computer tech	2,298	3,000	3,000
Bookkeeper	15,000	15,000	22,000

Payroll company			550
Website	142	150	150
<b>Total</b>	<b>28,497</b>	<b>30,350</b>	<b>38,435</b>

**Building & Grounds**

	2016-17	2017-18	2018-19
Electricity	17,819	16,500	15,500 new supplier
Natural Gas	8,730	9,200	8,500
Sewer&Water	4,996	5,500	5,800
Security	1,145	1,600	1,800
Insurance	4,793	4,900	5,000
Cleaners/janitor	15,989	16,000	16,000
Cleaning supplies	2,122	1,200	1,400
Snow rem/parking lot	8,650	2,500	6,500 new company
Taxes	7,715	7,400	8,504
Electrical, sound system	250	200	250
Fire safety	252	1,500	1,500
Furnaces	4,377	2,400	2,900
Keys, locks	377	400	400
Piano	679	500	700
Plumbing, kitchen	10,465	500	500
Building repairs	1,014	6,000	6,000
Tenant property maint	2,363	2,000	1,500
Operations, other	7,425	2,000	2,000
Furniture and equipment	533	200	200
<b>Total</b>	<b>68,629</b>	<b>80,500</b>	<b>84,954</b>

<b>Total Expenses</b>	<b>286,376</b>	<b>298,850</b>	<b>321,509</b>
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<b>REVENUE</b>	<b>Actual</b>	<b>BUDGET</b>	<b>BUDGET</b>
	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
<u>Item</u>			
Identified conts	195,300	160,000	172,000
Unidentified conts	4,863	5,000	5,000
Casual rentals	40,265	29,000	33,000
Lease rentals	90,144	90,000	93,120
Interest	358	500	2,500
GST rebate	2,977	1,700	1,800
Misc.	512	1,500	1,500
Fundraising	12,000	8,000	12,000
<b>Total</b>	<b>346,419</b>	<b>295,700</b>	<b>320,920</b>

**Surplus(Deficit)** **(\$589)**

### **RESTRICTED FUNDS BUDGET**

<b>Revenue</b>	
Casino funds	56,500
Endowment funds	1,142
<b>Total</b>	<b>57,642</b>
<b>Expenses:</b>	
Debenture buyback (casino)	38,081
Debenture interest (endowment)	1,142
Building Maintenance Reserve Fund	18,419
<b>Total</b>	<b>57,642</b>



## Treasurer's Report April 2018

1. Ruth Merriott continues to work on the complicated business of our online payroll company, Ceridian. Currently she is investigating how to link our bookkeeper's software with that of Ceridian, so Ceridian data can just flow into the books. Also checking on things regarding Canada Revenue Agency filing by UCE. To this end, we need to give Ruth access to view our online CRA account. I move the following motion:

■ That the Treasurer be authorized to set up on-line access to church financial accounts (such as banks & Canada Revenue Agency) and to authorize access as appropriate to individuals such as ~~him/herself~~, staff members, <sup>Diocese Committee Administrators</sup> contractors or church volunteers to carry out church-related work, and to update or revoke those individual authorizations as needed. .

2. We have received \$15,000 from Joanne Olafson and her recently-deceased husband Everett Hewitt, which Joanne says is not for Endowment, but their pledge for the new fiscal year. She doesn't want a lot of publicity.
3. Karen Bilida is beginning inquiries about a possible new bookkeeper. (Again, confidential since our current bookkeeper is still employed).

-- Susan Ruttan

**CUC Report April 2018:** No church member responded to our email seeking UCE delegates to the national CUC annual meeting. I will be the only delegate, in Hamilton. CUC deadline for delegates was April 7. Westwood is hosting a CUC annual meeting watching party, to which UCE members are welcome. Details to follow.

### Human Resources Report April 2018:

-- Summer Worker: Our administrator, Jane Polkovsky, proposes that she work through the summer, instead of hiring a summer worker. HR committee is due to meet soon, now that Larry Charach is back.  
-- RE Director: Lauren Kay says she has ideas for her replacement. We assume the RE committee will handle this item.

Treasurer



Gloria Krenbrenk &lt;gkrenbrenk@gmail.com&gt;

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## Minister's Report

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Brian Kiely &lt;brikie@aol.com&gt;

Tue, Apr 10, 2018 at 3:01 PM

To: gkrenbrenk@gmail.com, marilyngaa@telusplanet.net, unitarian.edmonton@yahoo.ca, ruttans@shaw.ca, mikekeast@shaw.ca, karenmills@me.com, davidar@shaw.ca, shaktioya@yahoo.ca, lynxwolf@shaw.ca, chadmin@uce.ca, ucekids@uce.ca

### Minister's Report, April 2018

**Brian Kiely**

#### Accomplishments:

\* Led three services \* Attended Choreal's Cabaret \* Supported DRE during Adult Education controversy \* Moved \* Moved our son into a group home \* offered a eulogy for Phillip Hewett in Vancouver \* Joined Breakfast group twice \* Led Religion on Tap \* Five Pastoral care visits \* 8 Pastoral care calls \* attended eight meetings

#### Hewett Memorial

I was deeply honoured to be invited to present a eulogy at Phillip Hewett's memorial service in late March. The family paid my expenses. Phillip was the longest serving minister in Canada with 35 years in the Vancouver church. He was one of the founders of the CUC and supervised 25 intern ministers during his career including me.

#### Moving

I want to thank the Board for being so understanding during our recent move. Moving itself is always stressful, but this was compounded by a family challenge. Our son Hunter had begun to display some violent behaviours. We think (and have support from professionals) that is the behaviour of an 18 year old wanting to be more in charge of his life and who is unable to communicate that fact. It was necessary to arrange emergency nursing care to protect members of the house and then work on arranging a group home setting several years earlier than we had hoped. It moved very quickly. The night before our move, we were at Hunter's new home assembling furniture. As you can imagine it was quite a magnifier to our family stress. Hunter is settling in well, as are we. We are enjoying our new home, but are happy to have this all behind us.

The support of the congregation has been deeply meaningful.

#### Church Dinner

...is taking much of my time this week. :)

#### Adult Education Controversy

Our internal publicity reached the desk of a citizen who was very distressed to learn our Adult Education Course on sexuality was holding a session on Bondage. She contacted virtually everyone at the CUC to complain as well as the church. Her concerns were mainly about the exploitation of women. A quick internet search showed her to be a frequent and vocal correspondent about the abuse of women, especially in the sex trade. Because of her reaching out nationally, I had to engage in some lengthy email exchanges (available on request). I have received a number of very supportive comments from those on her mailing list for my responses. I also came to church the night of the session in case some 'threatened' media or disruptive attention turned out. Nothing happened, and apparently the class was very informative and successful. All in a day's work.

#### Staff Changes

We are all sad that Lauren has submitted her resignation. She has been a force in our congregation and will be sorely missed. I would also like to endorse the proposed changes that would see Janet working through the summer. I believe this will improve continuity and end the long tradition of 'summer student time bombs'. These are usually bookings of space that are improperly recorded that lead to rental conflicts.

*Minister*



Gloria Krenbrenk &lt;gkrenbrenk@gmail.com&gt;

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**RE Report for April board meeting**

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UCE DRE &lt;ucekids@uce.ca&gt;

Fri, Apr 6, 2018 at 2:25 PM

To: brikie@aol.com

Cc: karenmills@me.com, Unitarian Edmonton &lt;unitarian.edmonton@yahoo.ca&gt;, mike keast &lt;mikekeast@shaw.ca&gt;, David Rae &lt;davidar@shaw.ca&gt;, Yvonne Mireau &lt;shaktioya@yahoo.ca&gt;, Gloria Krenbrenk &lt;gkrenbrenk@gmail.com&gt;, Susan Ruttan &lt;ruttans@shaw.ca&gt;, jamesgaa@telusplanet.net

March happenings in RE:

- The youth attended the OWL conference in Saskatoon funded by UCE. Marilyn and Maria went as advisors. It was a success. The youth came back laughing and exhausted.
- The youth learned about the paganism this month in regards to Ostara.
- The youth served as service leaders and also worked the concession table at the cabaret.
- The youth LOVED the more upbeat music at the choir service. They want more. ☺
- No classes on March 4<sup>th</sup> since the youth were away. Childcare was available.
- The couch/chair in classroom 2 are a hit! The youth like them there when they stay in that classroom. They are a perfect addition to making that room more comfortable.
- The younger kids also learned about pagan rituals for Ostara. In another class, we discussed what it means to be a UU and a part of UCE.
- The younger children really enjoy coming into service to show off their projects.
- We had a few new kids show up this month. I hope they all keep coming back.
- Ruth and I met for discussions on payroll procedures.
- The kids/youth attended one whole service in March, the choir one. The younger children really enjoyed lighting all the candles. We danced throughout the service. Also, three of the 7/8yr olds, left the art table during service to go sit on the row by the piano and sat quietly listening to what was being said. ☺ The change in programming is working, the kids are paying attention and are integrating really well.

AGM report will follow shortly.....

Sincerely,

*Lauren Kay*

Director of Religious Exploration

Lay Chaplain

Unitarian Church of Edmonton

10804 119 Street NW