

**Crescent Fort Rouge United Church (CFRUC) Leadership Team (LT) Meeting**  
**CFRUC Upper Hall, 525 Wardlaw Avenue Winnipeg MB**  
**Wednesday December 19, 2018**

**Present:** Ian Fillingham, Irene Greenwood (ex-officio), Ken Anstie, Linda Thorlakson, Peggy Barker, Lynne Dunford, Herb Neufeld, Murray Gibbings, Terry Silcox (Finance Committee rep).  
**Regrets:** Michael Edwards. Quorum present.

	<b>Topic</b>	<b>Discussion</b>	<b>Action</b>
1	Call to order	The meeting was called to order by the chair at 7:30.	
2	Lighting Christ Candle and Reflection	Irene read from the Gospel of Matthew 1:18-25 and lead the Team in prayer.	
3	Approval of agenda/additions	The agenda was approved with the addition of: i) Memorial Donation,	
4	Minutes of Leadership Team meeting	Minutes of the LT meeting held on November 21 <sup>st</sup> , 2018 were approved as amended. Minutes of the LT meeting held on December 9, 2018 were approved as presented.	
5	Business arising from minutes:	Arrangements have not been made to have account signors attend at the TD Bank.	Herb will be in contact with the bank regarding the procedure and will notify the signors when to attend.
6	<b>Standing Reports:</b>		
	Ministry	There was no Ministry Report received. Irene verbally reported on her activities since the last LT meeting.	
	Ministry & Personnel Committee	There was no Ministry and Personnel Report received. Linda Thorlakson verbally reported on activities since the last LT meeting.	

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	Property & Equipment Committee	Accepted as received. Ian suggested that, in the future, he would include upcoming concerns as well as progress to date on on-going projects.	
	Winnipeg Presbytery	Accepted as received. Peggy reminded the team that this had in fact been the last meeting ever of Winnipeg Presbytery as it has been known until now. In addition to her report, she circulated a sheet indicating the highlights of activities Presbytery undertook in 2018.	
	Finance	Accepted as received. Terry walked the team through various financial issues as well as reviewing the “draft 2019 budget”. Discussion followed.	
	PATH 2	Accepted as received. Linda addressed some questions coming out of the report. The report had been received from Sandi Howell and had been circulated in advance of the meeting.	
7	<b>Ministry Group Reports:</b>		
		There were no Ministry reports for December.	
8	New Business	<ul style="list-style-type: none"> <li>a) Date for AGM—Irene. It was agreed that the AGM Finance meeting be held after the regular worship service on Sunday, March 31, 2019.</li> <li>b) <b>Church cleaning crisis and Volunteer fatigue—Donna Fillingham.</b> Donna presented concerns to the LT regarding the increased cleaning requirements and the need for Security when the church is being heavily utilized by renters. It was agreed that she place an appeal for volunteers in the next bulletin as well as make an announcement from the pulpit. It is hoped that a list of volunteers for security and occasional cleaning can be</li> </ul>	Irene will advise Sherri of the date and have her notify the accountant that completed F/S’s would need to be completed prior to that date.

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		<p>developed so that these responsibilities can be more evenly distributed.</p> <p>c) <b>Sister churches and Bookkeeping procedures—Linda/Michael.</b> Churchill Park, Harrow and Westworth were contacted regarding their bookkeeping procedures. There seems to be little commonality in this area with some churches having office staff complete the day to day bookkeeping to having a hired accountant.</p> <p>d) <b>Dawn and Jack Ballantyne-Dickson—Irene.</b> Dawn and Jack were accepted as members at Crescent Fort Rouge United Church on Sunday, December 16, 2019. Winnipeg Presbytery/Region 5 needs to be notified of this.</p> <p>e) <b>Policy/procedure for anticipated period between Irene’s retirement and the hiring of a new minister—Ken.</b> It will be necessary to review these procedures with Region 5.</p> <p>f) <b>Bequest—Terry.</b> A bequest has been received from a former member and was specified to be used for a “special project”. The following motion was made by Ian Fillingham and seconded by Lynne Dunford: <b>That the funds be deferred to 2019 and that they be used to pay for the moving expenses of the new minister. If the funds are not required for that purpose, they may be used for any other upcoming project.</b></p> <p>g) <b>Donation \$5,000.00—Irene.</b> A donation in the amount of \$5,000 has been received specifically for “roof repairs or any other ministry”. Since the necessary funds for the roof repairs are on account, it was agreed to apply these funds to “operations”.</p>	<p>Herb will begin searching out people who might be interested in the position of Treasurer to assume that responsibility after Bill Gillis’s interim position expires in February.</p> <p>Herb will advise Shannon McCarthy and Judy Hare of this via email.</p> <p>Ken will be in contact with Region 5 to review the procedures and will report to LT at its next meeting.</p>

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		<p>h) <b>ADP—Irene.</b> CFRUC uses this payroll service and it is necessary for there to be 2 people who have access. With Debbie Girard leaving her position as Finance Chair, a second access person is required. It was agreed that Sharon Silcox be asked if she would assume the responsibility of being the second access person.</p> <p>i) <b>Memorial donations—Irene.</b> It was agreed that donations received in memory of Adeline Schmidt be applied to Operations. Approval for this has been obtained from her family.</p>	Terry will ask Sharon and report back to the next LT meeting.
9	Closing Benediction		
10	Adjournment	The meeting was adjourned by the Chair at 10:15. <b>It was agreed that, commencing in January 2019, Leadership Team meetings will begin at 7:00.</b>	

Chair: \_\_\_\_\_

Secretary: \_\_\_\_\_

**Next Leadership Team Meeting:** 7:00 p.m. Wednesday, January 16<sup>th</sup>, 2019