

**Minutes of PRUC Navigation Team Meeting  
January 17, 2023**

**Present:** Rev. Mary White, Jeremy Buhay, Grant Vaughan, Marilyn Davis,, Wendy Barker, Tyler Nouwens, Elsie Parsons and Mac & Doe Fraser,

**Regrets:** Alaa Badran & Lynn McCann

**7:00 Welcome, Acknowledgement of Traditional Territory, and Opening Prayer:**

**Agreement on the Agenda:** Agreed.

**New Ideas for Church:**

Lynn: Christmas gift bags were a success and was a good way to help address loneliness

Jeremy: Asked to update our email address on website. Current new events: Healing fair, meditation, men's groups, and breath work classes. What other way can we heal is the main question from the community - putting feelers out there in community.

Update calendar - on website and add links to events

Tyler: Move events menu back to the top of the website

Grant: Planning meeting and let's discuss the communications for future as we return to non covid environment.

**Approval of the Minutes:**

M/S Mac/Wendy that the minutes of the Nov. 15/22 meeting be approved. Carried.

**Business Arising:**

**Covid:** Fewer people wearing masks at service. Continue recommending wearing masks at service. Update hand sanitizers? Are they expired? Check to see if they need to be replenished.

**Planning Meeting:** Sorting out what the agenda will be. Example: Current challenges and what still gives us life/energy.

Suggestion that we make plans for the next two years and review our efforts one year from now.

A Lutheran representative will be invited to attend our Planning Meeting.

**Planning Meeting Date: Saturday, April 1, 2023 10:00am - 3:00pm BYOL**

**Reports:**

***Light of God:***

Mary: Service at Wellington Creek has been going well.

- Wednesday January 25th @ 10:00 there will be a Divine Feminine Bible study
- Ash Wednesday Service is February 22 @ 6:30pm
- Mary has changed her time away to March 1-7
- February 21 Shrove Tuesday
- Mary will announce this on Sunday to see who will help with making a pancake supper.
- March 8 - Lenten Study
- April 9 Easter Sunday Service

There will potentially be a Good Friday service in partnership with the Lutherans.

### ***Shepherding Resources:***

Funds summary: We would be \$30,000 in the deficit if we hadn't transferred resources from investments and our investments are not picking up.

Stat forms are being completed.

We received a donation to benevolent fund (\$200) and we will decide later where to allocate this donation.

M/S Grant/Wendy that the Navigation Team confirms the e-mailed decision to transfer \$20,000 from the Legacy Fund to the Operating Fund prior to 2022 year-end. Carried.

Jeremy will ask Lisa, from the meditation group, if she would consider moving their group to Trinity Hall to save on heating costs in the Sanctuary. Or, they could stay in the Sanctuary with less heat.

### ***Planning meeting agenda ideas from Wendy:***

Update office equipment(phones/computer etc.)?

Include maintenance expenses as part of the operating budget?

***Trustees:*** No Report

### ***Loaves and Fishes:***

Coffee is going well and new people are signing up.

Soup and bun is also going well and people are enjoying it.

Spaghetti Dinner continues to be on hold until we have solved the dishwasher issue.

### ***Caring and Sharing:***

Christmas bags went well and we need to update our membership lists.

We will do Easter bags for those members of the congregation who cannot attend church service.

***Sacred Ground:***

Allan's update:

Shovelled snow 3 times, replaced light in sanctuary, emergency light battery replaced, and worked on dishwasher.

The dishwasher parts are no longer made so they have sourced similar parts and the electrical problem is taking some time to figure out. So far the replacements parts have cost ~\$100.

Allan will be gone from February 6 - March 16 and Brian Walker will cover, though he will be gone till February 12.

While Allan is away Grant will cover church security needs - turn off lights, blow out candles, lock doors, bring in handicap signs, flag etc

Dishwasher:

Brian and Dona have offered to donate a substantial amount for a dishwasher. A new washer will cost ~\$13,000 - \$15,000 including installation.

Doe will initiate a fundraising campaign to purchase new dishwasher.

Doe will spearhead funding new dishwasher and will talk to Brian and Dona regarding this.

***Open Heart:***

Tyler: sent out report.

As we are coming out of fog we are looking forward envisioning, outreaching and connecting with the community.

Website traffic is consistent.

***Ministry and Personnel:***

No report

***Regional Representative:***

No report

**Correspondence:**

None

**What have you been hearing:**

Broadview Q&A article on how to cope with volunteer burnout seems particularly relevant.

Caroline signing - adds to the service

**New Business:**

AGM - Sunday, May 7th

Annual Report due dates ( send to Jennifer):

Financial report - March 31st

All other reports - February 28th

Annual report will be completed by March 31st and we will make it public to the congregation by April 1, 2023

**Next NAV Meeting:**

March 7th, 7:00pm

**8:30 Closing Prayer:** by Rev. Mary

**Important Upcoming Dates:**

[Divine Feminine Bible Study](#): January 25 @ 10:00am

[Ash Wednesday Service](#): February 22 @ 6:30pm

[Mary's Vacation](#): February 27 - March 6

[Shrove Tuesday](#): February 21

[Allan away](#): February 6 - March 16

[Lenten Study](#): March 8

[Annual Meeting](#): April 1 from 10:00am - 3:00pm BYOL

[Easter Sunday Service](#): April 9

**Annual Report due dates:**

[Financial report](#): March 31

[All other reports](#): February 28

[Report available to congregation](#): April 1

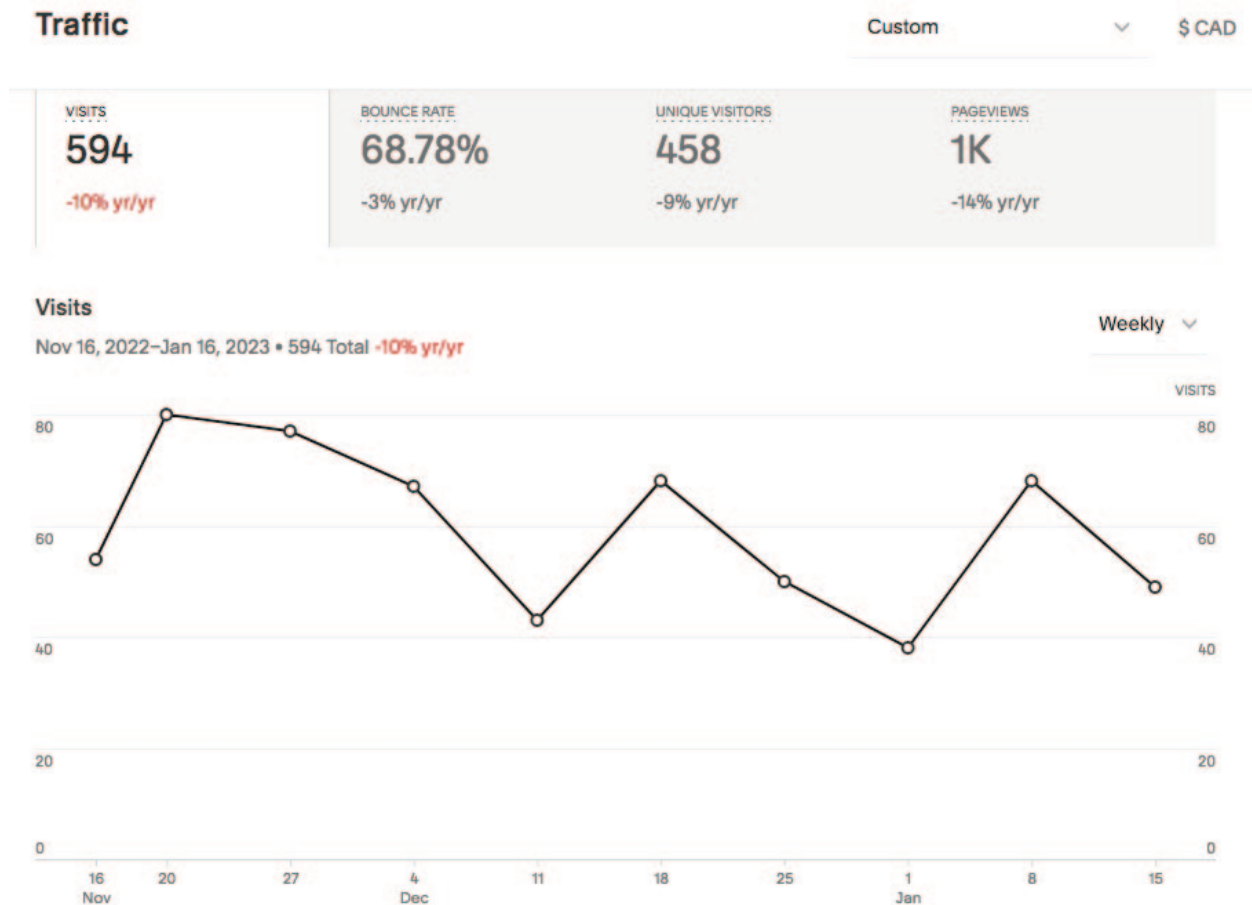
### SUMMARY OF OPERATING FUND TO December 31, 2022

		<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>Budget 2022</u>	<u>Notes on 2022</u>
<b>Revenue</b>	Donations	77,222	75,968	85,844	101,388		-donations much less than pre-Covid
	Rent	17,185	13,850	15,946	12,661		-thanks to Lutherans, and some increasing use
	Fundraising	3,439	0	157	2,883		-thanks to the organizers!
	UCW	244	1,000	0	5,000		-final transfer
	Manse Fund	7,800	7,800	7,800	7,800		-no change
	Gov't Subsidy	0	14,350	22,114	0		-now discontinued
	Tfr. from Legacy	36,403					
	Other	710	1,169	2,491	14,197		
	<b>Total</b>	<b>143,003</b>	<b>114,137</b>	<b>134,352</b>	<b>143,929</b>		<b>-without Legacy transfers, total income is \$106,600</b>
<b>Expenses</b>	Minister	65,492	62,827	61,767	70,023	67,639	
	Other Staff	20,211	17,921	36,886	39,746	30,590	-reflects reduced staffing for first half of year
	Communications	9,225				9,600	
	Young Families	2,204				4,000	
	Committees	646	395	591	946	1,423	-little committee work being done
	Other Operational	39,471	33,411	33,057	31,183	38,230	-insurance assessment and increased utilities costs
	<b>Total</b>	<b>137,249</b>	<b>114,554</b>	<b>132,301</b>	<b>141,898</b>	<b>151,482</b>	
<b>Net Income</b>		<b>5,754</b>	<b>-417</b>	<b>2,051</b>	<b>2,031</b>		<b>-without Legacy transfer and staff cut-backs, 2022 YTD net would be -\$30,649</b>

### SUMMARY OF SPECIAL FUNDS TO Dec. 31, 2022

	Bldg & Mtnc (YTD)	Benevolent Fund	Organ / Piano	Choir	Memorial Gardens	Child, Youth & Family Fund	Harmony Vespers
Bal. Fwd.	\$4,518	\$675	\$5,435	\$2,175	\$972	\$1,277	\$4,457
Income	\$781	\$200	\$0	\$85	\$0	\$118	\$2,775
Expenses	\$3,965	\$0	\$0	\$0	\$106	\$0	\$1,775
Balance	\$1,334	\$875	\$5,435	\$2,260	\$866	\$1,395	\$5,457
	<b>Paddle Group</b>			<b>Manse Fund</b>	To Dec. 31/22	<b>Legacy Fund</b>	To Dec. 31/22
	\$100			Tfr. to Operating	\$7,800.00	Granted in 2022**	\$43,000.00
				Adj. Cost Base	\$114,007.75	Adj. Cost Base	\$100,357.62
				Market Value	\$123,392.19	Market Value	\$89,784.07
				<b>Market change*</b>	<\$23,260.53>	<b>Market change*</b>	<\$19,704.72>
<b>M&amp;S Total Remitted</b>	<b>\$6,153</b>	<b>**\$20,000 was transferred from Legacy in November, reflected in December statement</b>		<b>*Market change = investment growth or loss year-to-date</b>		Available for Grant	\$6,670.92 plus principal

# PRUC Communications Report – Nov. 16th to Jan. 16, 2023



## From Nov. 16, to Jan. 16, 2023: 458 Unique Visitors

We continued with the same consistent mix of communications during the reported period.

- 1) Create a blog post on website from the 2 PRUC Weekly Messages
- 2) Share the Blog post and Family Fun Videos to Facebook
- 3) Create and send the Weekly PRUC Email Newsletter
- 4) Assemble the Sunday Worship Video, and Upload to YouTube
- 5) Make the weekly Worship Video available Sunday mornings, update website, and announce / share worship video link on Facebook
- 6) Update Family Fall Fun website section with Videos & Activities

**Weekly Email Newsletter** Average Open Rate for Past 9 Weeks: **58.5 people**

**196 Views** of Video in the past 9 weeks watched for a total time of **19.1 hours**.