



Minutes of a meeting of the Council of Kanata United Church (KUC) held over Zoom on Tuesday February 11, 2025, at 7 p.m. with Julia Duffy as Chair.

**Present:** Robert Ashton (Chair-elect), Brenda Beattie (Worship), Kathi Campbell (Trustees representative, nonvoting), Donna Caron (Outreach), Rev. Cindy Casey (Minister), Jan Chanter (Ministry and Personnel), Sue Davidson (Children Youth and Families), Julia Duffy (Chair), Ed Goodridge (B & G), Al Quirt (Secretary) Kathleen Turner (Member at Large), Marilyn Wong (Member at Large). **Corresponding Members:** None. **Regrets:** Kathy Beamish (Treasurer), Clara Freire (Co-Chair-Elect).

Julia welcomed Council members and lit a Christ candle.

Donna presented a reflection about how M&S taught a goat farmer to care better for his goats and succeed in his family farm.

We agreed on the agenda as distributed.

## **We Review Past Business**

### **Minutes - Julia**

**Moved** by Al, **seconded** by Marilyn to approve the minutes of the Jan. 21 Council meeting with a typo corrected. **Carried.**

### **Business Arising from minutes - Julia**

#### **Communications Received - Al**

An email from Bob Richards requested any available minutes/notes from the Congregational Workshop on Jan. 12, when he was out of town. Al will tell Bob that there are no formal minutes but there was a recap in the February session which he attended.

## **We Grow in Faith and Consider Our Mission - a time for major issues**

### **Minister's Update - Cindy**

- We have a person from Centre 33 who wants to help out at KUC.
- Cindy thanked Julia for three years of exemplary leadership of Council.

### **AGM Preparation – Julia**

#### **Finance Prep for AGM - Kathy**

- Robert went over proposed budget presentation changes that were circulated recently. He suggested that revenue needs to increase by \$20K ("Growth") without assigning that increase to any particular category of revenue. He also used a 5% increase from 2024 actuals as target for each revenue category. This includes Gifts in Kind, such as gifts of stock.
- On the expense side Robert presented options, one based on current budget

amounts, and others with reductions in hours for our next Music Director and CYF Director. (There will also be temporary savings in both positions during any period in which the positions remain vacant.) It was pointed out that all 23 hours for Music Director were fully used by Nick. Few other music directors are hired for more than 20. M&P is planning to survey other churches and if necessary adjust duties. For CYF, the duties for candidates are still under discussion so it is unclear whether fewer than 20 hours will be adequate.

- Even with reduced hours for the two vacant positions, to come close to a balanced budget we still need a 5% general increase and \$20K from a source TBD. We will certainly have conversations at the AGM about what efforts we have made to balance the budget.
- Our compensation rates for the 2 vacant positions are based on last year plus 3.9% cost of living adjustment. We will do a market survey to determine whether those rates are competitive but reducing them in the budget would be premature.
- As with Andrea, there may be an opportunity for the CYF director to use fewer hours in summer, and spread the hours saved through the rest of the year. And we may be able to work more with other churches in the region to cover all age cohorts with less work needed at KUC.
- Robert's budget for rental income is based on 5% increase over the official financial statement.
- There may also be a chance to rent some space in KUC to Centre 33, which could provide some of the \$20K "Growth" amount.
- With music director kept at 23 hours, and CYF reduced to 18 (average across the year) projected deficit is reduced to about \$5K, or with 20 hours about \$11K. CYF will discuss how many hours are needed.
- Council agreed on an updated budget package, retaining current staff hours, to be circulated for vote this week.
- Council will discuss next week on questions we can expect from our Congregation.

#### **Growth Journey AGM Slides - Cindy**

- Review of Added Grant Spotlight Slides
- Review of Added Stewardship Spotlight

#### **Walkthroughs of AGM Slides**

- Several corrections were made to the draft slides.
- Walkthrough at church a week from today starting at 6 pm.

#### **AGM Readiness: Key Dates (Review/Finalize)**

- Council to approve completed AGM Slides after budget is approved.

#### **Council Roles Required for AGM (Finalize Roles & List of Volunteers)**

##### **Editing AGM Slides**

- Al to proof-read. Then final verification of formatting with the same computer and

projector that will be used in the meeting.

- Marilyn and Sue will be the mover and seconder of procedural motions.

#### AGM A/V Support

- Brenda to run AGM Slides using Cindy's computer with another one as backup
- Financial spreadsheets only on paper.
- Sue to manage questions (speak only to the chair, from microphone on stand for anyone able to go to it).
- Marilyn will use a flip chart to capture parking lot questions.

#### AGM TimeKeeper

- Kathy will keep time for Q & A. Firm start time of 11:30 for meeting.

#### AGM Snacks

- 2 Volunteers to make muffins for 50 people with options for food sensitivities. No veggie trays or other lunch food for time reasons.

#### Quarterly Council Planning and Review - Julia

- March:
  - 2024 AGM Retro & Quarterly Planning
- Long Term Planning
  - Review of FY2025. Vision and Call Statement

#### We Go Out

Cindy led us in closing prayer.

We agreed to end the meeting at 9 pm.

*Julia Duffy*

Julia Duffy (Apr 12, 2025 07:13 EDT)

*Alan Quint*

Alan Quint (Apr 5, 2025 15:22 EDT)

**Chair - Julia Duffy**

**Secretary - Al Quint**

#### Future Meetings

February 18, 2025	6 pm Council AGM Walkthrough in person at KUC
February 23, 2025	2025 AGM
March 2, 2025	Congregational Workshop 3
March 18, 2025	Council - reflection Al Quint
April 15, 2025	Reflection: Kathleen Turner
May 20, 2025	Reflection: Brenda Beattie











# 2025-02-11 Council Minutes Draft

Final Audit Report

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