

.Minutes of the In-Person Administration Committee Meeting, April 4, 2024

Present: Donna Mowry (Chair and Secretary), Ralph Knowles, Jack Nancekivell, John Phillips, Liz Dillman, Judy Zarubick as our Resource Staff Person. Due to a previous commitment, Dotty was unable to join us until near the end of the meeting.

Regrets: None

Judy Zarubick opened the meeting with a prayer.

Minutes of the March 7, 2024 Meeting – prepared by Jack Nancekivell

MOTION to accept the March 7 minutes as circulated.

Moved by: Jack Nancekivell

Seconded by: Ralph Knowles

CARRIED

(We didn't meet in February but the Treasurer, Donation Steward and the Property Chair prepared reports for the month of January and emailed them to the Committee members.)

Correspondence – John Phillips mentioned a “Seeds of Hope Fund” from the United Church of Canada Foundation. We decided we didn't meet the criteria.

Treasurer's Report– prepared and presented by Liz Dillman

Reconciled Bank Balance as of March 30, 2024: \$32,813.13

Total Allocated Funds as of March 30, 2024: \$62,959.60

Net Funds Available: **-\$30,146.47**

We still need to work on details regarding the Memorial Wall.

Donation Steward's Report – prepared and presented by John Phillips

“General Fund Givings” total for March (\$14,800) was below the rolling average but above the 2023 March total. 79 households are on PAR for a total of \$12,103/month. Profit from Soup Sales - \$205 and Ice Cream Sundaes - \$177. Donations towards the purchase of the piano -\$1600 plus an extra \$1000 which came in after this report was printed.

Property Report –prepared by Ralph Knowles and presented by Jack Nancekivell

Our current custodian, Galyna Katkevych, was laid off due to her accident and has been replaced by her husband, Vova. This is a temporary move until Galyna is able to return to work, possibly at the end of April. New contracts were prepared and signed.

Ralph and Dotty selected several items such as tables, chairs etc. to be included in the Indoor Yard Sale on April 6. These items were approved for sale by the Trustees.

Ralph and Jack will try to obtain up-to-date quotes from HyGrade and Karn's Roofing for the replacement of the roof on the north side.

Old Business

New Business

The Celebration of Life Hymn Sing Service will be held on May 26.

Donna Mowry moved the meeting be adjourned.

Next meeting

Thursday, May 9 at 10 am – note change of date from the first Thursday of the month.

Chairperson and Secretary_____

Present at the Meeting_____