

.Minutes of the In-Person Administration Committee Meeting, April 6, 2023

Present: Donna Mowry (Chair and Secretary), Ralph Knowles, Jack Nancekivell, John Phillips, Liz Dillman, Gord Dunbar

Regrets: None

Gord Dunbar opened the meeting with a prayer.

Report from the Search Committee (new custodian). Committee members were Pam Plagos and Ralph Knowles. Donna thanked Pam and Ralph for all their work and discharged the Committee. Donna Mowry was present at the interview as well as the committee members. Pam was unable to attend our meeting so she emailed a detailed report and a recommendation. Ralph and Donna provided extra information. Recommendation from the Committee: It is recommended that Kincardine United Church Administration Committee approve the hiring of Galyna Katkevych for the position of part-time Custodian effective April 24, 2023.

MOTION

That the Administration Committee approve the hiring of Galyna Katkevych for the position of part-time custodian at Kincardine United Church effective April 24, 2023.

Moved by: Jack Nancekivell

Seconded by: Ralph Knowles

CARRIED

Minutes of the February 2, 2023 Meeting

MOTION to accept the February 2 minutes as circulated.

Moved by: Jack Nancekivell

Seconded by: Ralph Knowles

CARRIED

(Note: We did not meet in March but the Treasurer, Donation Steward and the Property Ministry Team Chair prepared reports for the month of February and emailed them to the Committee members.)

Correspondence - None

Treasurer's Report– prepared and presented by Liz Dillman

Reconciled Bank Balance as of March 31, 2023: \$25,264.12

Total Allocated Funds as of March 31, 2023: \$34,507.23

Net Funds Available: **-\$9,243.11**

RE: negative balance – committee discussed ways to increase our cash flow

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

“General Fund Givings” total for March (\$14,189) was below the rolling average and below the 2022 March total. PAR number increased by 1 for a total of 79 households. John and Donna will create a new simplified Counting Sheet.

John gave us a report on the Memorial Legacy Tree Project and the computer work he has done to upgrade our system.

Property Report –prepared and presented by Ralph Knowles

Urgent Repair Needed - Dan Schiestel is supposed to visit the site this week to provide a quote to repair and clad the frames around the windows in the Sanctuary on south side. This must be completed this year. Cost will be approximately \$10,000.

Another Urgent Repair – the roof on the north side of the sanctuary needs to be replaced. We are hoping to do this in 2024. Cost will be around \$60,000. However, one area of the roof needs to be repaired right now and we are looking into hiring a roofing company to complete those repairs.

Georgian Bay Fire installed new fire extinguishers to replace those that were outdated.

The heat pump for the second floor of the Learning Centre was not responding properly. Cliff's Plumbing upgraded some software in the thermostat to correct the problem.

Don Manary installed a new Emergency Exit sign in the foyer by the front door.

Old Business

Donna reminded the Committee about the Toronto Male Welsh Choir, April 22, 2023. Call the office to reserve a ticket. Gord is looking after the advertising (church announcements, newspapers, radio station) and Donna is looking after the posters.

New Business

The Celebration of Life Hymn Sing Service will be held on May 28.

May meeting – in person or Zoom? The Committee decided to hold the meeting by Zoom

Gord ended the meeting with a prayer.

Donna Mowry moved the meeting be adjourned.

Next meeting

Thursday, May 4 at 10 am. by Zoom

Chairperson and Secretary_____

Present at the Meeting_____