

**Prairie to Pine Executive Minutes  
April 4, 2023 6:00 pm (CDT)  
via Zoom**

<b>EXECUTIVE PRESENT</b>	Pat Bird (Co-chair), Erica Wiebe (Co-chair), Jennifer Pakula, Craig Miller, Meghan Chorney, Diane Dwarka, Julia Antonyshyn  A quorum was present.
<b>REGRETS</b>	James DeBeer, Lilja Best,
<b>CORRESPONDING MEMBERS PRESENT</b>	Heather Lea, Joey Dearborn
<b>STAFF PRESENT</b>	Shannon McCarthy (Executive Minister); Heather Dootoff (Finance Administrator), Chantal Winslow (Executive Assistant & Recording Secretary), Judy Hare (Pastoral Relations Minister);
<b>CALL TO ORDER</b>	Erica called the meeting to order at 6:01. We checked in and Craig Miller led us in reflection & prayer.
<b>APPROVAL OF AGENDA</b>	We reviewed the agenda.
<b>APPROVAL OF MINUTES 042-2022/2023</b>	<b>It was agreed by consensus: That Prairie to Pine Executive approve the minutes of March 7, 2023 as corrected.</b>
<b>BUSINESS ARISING</b>	Nothing
<b>CORRESPONDENCE</b>	Rock Lake Camp re Closure <ul style="list-style-type: none"><li>• Shannon has given suggestions to reach out to former alumni, reach out to other camps etc.</li><li>• A lot of congregations are facing the same problems.</li><li>• Twila has had some conversation with them to discuss some options – advertise in weekly news, social media etc.</li><li>• Continuously had a connection through the YAAY committee, Shannon has been able to attend AGMs but wasn't able to make it happen this year. Not sure if our support has changed.</li><li>• Next step: Ask if they want to meet with some of the members of the Executive to see what type of support would be helpful. A deeper conversation. Erica, Tricia, Shannon and Twila have volunteered. Shannon will respond to them and let them know we will arrange a meeting after the regional meetings.</li></ul>
<b>COMMITTEE REPORTS</b>	

- Co-chairs** Eric is attending the convocation in Saskatoon on May 5.
- Structure document is out there now. Feedback is starting to come in and they will meet after Easter to implement the changes.
- Community of Faith Support** Heather Lea reported.
- The group who was to meet with Clandeboye met on April 1. Spent 5-6 hours in meetings with them. No report or recommendations at this time. Work is ongoing.
- Committee is continuing to work with congregations and pastoral charges in the midst of transitions, particularly disbanding and amalgamations. 7 or 8 currently discussing disbanding.
- Equity and Diversity** Nothing
- YAAY** Planning Spring meeting in May. Nominations to try and get others to join and get involved.
- Zeebu gathering was a hit.
- Children and youth programming at regional meeting.
- Property** Nothing
- Incorporated Ministries 043-2022/2023** **It was agreed by consensus:**  
**That Prairie to Pine Regional Council Executive take the following action(s):**  
a) United Church Halfway Homes Inc.
- ... pursuant to the Incorporated Ministries Policy of The United Church of Canada approve the United Church Halfway Homes Inc. 2020-2021 Board of Directors  
Crystal Lynn Adams  
Paul Campbell  
J. Carlos Clark  
James Dixon  
Edward Johnson  
Kendra Kinley  
Duncan Michie  
Anne Walker
- This is based on the draft Annual General Meeting minutes of December 3, 2020, the 2020 board member approval form, the board contact list provided and receipt of other required documentation per the Incorporated Ministries Policy of The United Church of Canada.*
- ... pursuant to the Incorporated Ministries Policy of The United Church of Canada approve the United Church Halfway Homes Inc. 2021-2022 Board of Directors

Crystal Lynn Adams  
Paul Campbell  
J. Carlos Clark  
James Dixon  
Edward Johnson  
Kendra Kinley  
Duncan Michie  
Anne Walker

*This is based on the draft Annual General Meeting minutes of December 16, 2021, the 2021 board member approval form, the board contact list provided and receipt of other required documentation per the Incorporated Ministries Policy of The United Church of Canada.*

**\*\*NB.** Due to illness and death of bookkeeper this corporation did not have The United Church of Canada named as additional insured for the 2021 and 2022 insurance years. This has since been corrected with the new bookkeeper and Executive Director. At recent annual meetings the 2 boards were not actually elected, but the work was done to confirm the members and the T3010 has been submitted to CRA and copy on file. The intent was there to approve the board members. Staff are working with this IM to correct at its next members meeting.

**Nominations**

Nothing

Shannon McCarthy will have Chantal send around a proposal for review before the next meeting.

**Lay Leadership Support**

Nothing

**Ministry Personnel Support**

Nothing

**Other**

**ORDER OF THE DAY**

Presentation from Sarah Charters and Alan Lai regarding the United Church Foundation and their grant program.

Chantal will send around the presentation from Sarah.

**STAFF REPORTS**

**Executive Minister**

Very busy but not predominantly with Prairie to Pine. We are the last annual meeting out of the tri-region.

Fun road trip to Clandeboye on April 1.

Connected with the AV person at Meadowood for the annual meeting. Still working on finding tables and toilets.

**Pastoral Relations  
Minister**

Pastoral Relations Ministers report to Executive of Regional Council on April 04, 2023

Time of year when we are busy with events and trainings:

\*In person Boundaries Refresher on April 25, 2023 at Prairie Spirit United Church in Winnipeg conducted by Laura Fohse, Vocational Minister

\*Gathering of Ministry Personnel who are retired from active ministry on April 26, 2023 at Crestview in Winnipeg organized by Committee on Ministry Personnel Support and facilitated by Laura Fohse

\*Training for Sacraments Elders on April 29, 2023 facilitated by Pastoral Relations Minister and members of the Committee on Lay Ministry /Lay Leadership Support

\*Training for members of Ministry and Personnel Committees on May 13, 2023 facilitated by the Pastoral Relations Minister and members of Pastoral Relations Commission this time around

\* Training for Profile Committees and Search Committees will be scheduled as needed before the summer break facilitated by Pastoral Relations Minister, Pastoral Relations Commission and Liaisons

I am spending time in conversations with Communities of Faith exploring or moving toward collaborative ministry arrangements at time of transition as part of changes in pastoral relations processes, time with several communities of faith that are wanting to explore becoming lay -led communities of faith either without any paid staff or with Congregational Designated Ministers and conversations with various communities of faith about considering being part of the national church's Admission Matching Pilot Project. Related to those things I have been involved in conversation with general council staff and some colleagues attempting to identify the issues related to lay led communities of faith and pastoral charge Supervisors and a different group of people working on the processes and issues related to Admissions Matching Project (similar in some ways to previous Settlement Process). Some exciting possibilities in these pieces of work in the long-term but also some frustrations as some places see these matters as more urgent or time sensitive matters to tend to than other locations.

Some time is being spent in supporting Ministry Personnel and Communities of Faith navigate the Restorative Care and Long-term Disability systems and/or the transition back from those times. There are some communities of faith who experience anxiety and grief during these times. Last week one of our Indigenous Communities of Faith experienced the death of their Ministry Personnel who has been off on Medical Absence for over a year. We are attempting to be helpful to the Indigenous Ministries staff in whatever way we can.

As we move toward the beginning of the new pastoral year, it is a time when we have renewals of various licenses, renewals of appointments, processing changes in pastoral relations and recruitment of Pastoral Charge Supervisors. We have four Communities of Faith planning for the sabbaticals of their Ministry Personnel.

**Justice &  
Communications**

Nothing

**FINANCE**

Heather reported. Equity Statement and Income Statement for February 2023.

Adjusted budget for 2023 (lighter grey).

What are the steps for making a decision regarding the Kildonan funds? Shannon had a conversation with Murray over broader financial pieces. They are overwhelmed with other pieces right now. Maybe we just set aside the funds for Sandy Saulteaux. Shannon is in conversation with the National Indigenous Council to talk about the state of emergency in Manitoba so that could be a good use of the funds.

Paypal problem. Fraudulent charge was misreported. Then flooded with registration funds. We needed to make a last minute change to request e-transfers and cheques rather than paypal. They were going to only disburse \$800/month.

Hoping to bring forward a grant proposal at the next meeting.

**OTHER**

**Annual Meeting  
Planning**

Conversations regarding the flow of the meeting.

Working on workshop possibilities and different components.

Settled on meals and working on space and what it will look like regarding layout. AV needs. Bathrooms.

Made connection with the Lutheran Church and the Mennonite Church if we need more space.

80 registrations in person. 4 online.

Same weekend as Pride Weekend.

Meeting again on April 13.

**NEXT MEETING**

Next meeting will be May 2, 2023 at 6:00 pm CDT.

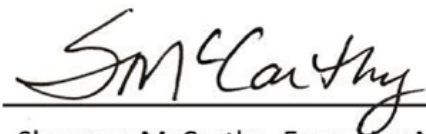
**ADJOURNMENT**



Patricia Bird, Co-Chair



Erica Wiebe, Co-Chair



Shannon McCarthy, Executive Minister

**PRAIRIE TO PINE REGIONAL COUNCIL**  
**Financial Report to Feb 22, 2023**

	<b>Actual 2021 31-Dec</b>	<b>2022 Budget</b>	<b>Actual 2022 31-Dec</b>	<b>2023 Budget</b>	<b>Actual to Feb 28 2023</b>
<b>GOVERNANCE</b>					
<b>Grants:</b>					
Governance and shared services (from assessments)	325,000	325,000	325,000	325,000	54,167
GC Ex Minister and Asst Salary Grant	76,375	67,000	101,475	67,000	11,167
<b>Total grants</b>	<b>401,375</b>	<b>392,000</b>	<b>426,475</b>	<b>392,000</b>	<b>65,333</b>
Other income Governance	58,797	15,000	31,441	50,000	136
<b>TOTAL GOVERNANCE INCOME</b>	<b>460,172</b>	<b>407,000</b>	<b>457,916</b>	<b>442,000</b>	<b>65,469</b>
<b>Expenses: Governance</b>					
<b>Office Expenses</b>					
Office rent/maintenance	43,158	25,000	30,000	30,960	5,170
Caretaker	12,783	-	-	-	-
Office costs (insurance, supplies, phone, wifi etc.)	12,816	8,000	5,881	8,000	1,042
Shared services General Council	9,120	10,000	9,742	9,500	2,136
Website	1,046	1,050	1,054	1,050	951
Archive Costs	6,770	9,000	9,630	9,000	2,623
Audit	10,893	12,000	13,848	13,000	7,001
	96,586	65,050	70,155	71,510	18,923
<b>Shared staff costs</b>					
Shared EM, Asst and Finance Staff	90,462	92,000	93,296	108,500	17,532
Shared staff office (office space, other office costs)	11,485	3,500	949	2,000	401
Shared staff travel	1,210	7,000	2,386	7,000	468
	103,157	102,500	96,631	117,500	18,401
<b>Staffing</b>					
Regional staff - Governance	161,987	167,000	207,794	213,946	33,600
Staffing related costs	2,448	12,000	8,655	12,000	210
	164,435	179,000	216,449	225,946	33,810
<b>Governance: committee and structure</b>					
Regional gathering	6,990	10,000	5,293	75,000	200
All other Governance costs	5,028	37,300	2,438	37,300	394
	12,018	47,300	7,731	112,300	594
<b>TOTAL GOVERNANCE COSTS</b>	<b>376,195</b>	<b>393,850</b>	<b>390,966</b>	<b>527,256</b>	<b>71,728</b>
Amortization (not recorded monthly)	18,854	-	406	-	-
<b>NET INCOME (LOSS) GOVERNANCE</b>	<b>65,123</b>	<b>13,150</b>	<b>66,544</b>	<b>(85,256)</b>	<b>(6,259)</b>
<b>MISSION AND MINISTRY</b>					
<b>Grants</b>					
Other income Mission and Ministry (mostly grants/donations)	240,000	239,000	240,000	240,000	102,762
	54,680	8,000	471,097	10,000	2,805
<b>TOTAL MISSION AND MINISTRY INCOME</b>	<b>294,680</b>	<b>247,000</b>	<b>711,097</b>	<b>250,000</b>	<b>105,567</b>
<b>Expenses Mission and Ministry</b>					
Salaries and benefits	133,972	136,000	143,875	165,792	28,762
Mission support grants/grant to Qualified Donees	126,000	126,000	359,288	129,000	74,000
Clusters and events	4,234	20,000	11,660	20,000	11,357
Mission and Ministry committee costs	3,348	6,000	1,725	6,000	184
<b>TOTAL MISSION AND MINISTRY COSTS</b>	<b>267,554</b>	<b>288,000</b>	<b>516,548</b>	<b>320,792</b>	<b>114,303</b>
<b>NET INCOME (LOSS) MISSION AND MINISTRY</b>	<b>27,126</b>	<b>(41,000)</b>	<b>194,549</b>	<b>(70,792)</b>	<b>(8,736)</b>
<b>RESTRICTED FUNDS</b>					
Restricted Fund Income	31,174	-	178,671	-	580
Restricted Fund Expenses, Bursaries	11,587	-	2,500	-	-
<b>NET INCOME RESTRICTED FUNDS</b>	<b>19,587</b>	<b>-</b>	<b>176,171</b>	<b>-</b>	<b>580</b>
<b>NET INCOME (LOSS) ALL FUNDS</b>	<b>111,836</b>	<b>(27,850)</b>	<b>437,264</b>	<b>(156,048)</b>	<b>(14,415)</b>
Grant to CDI	400,000	-	-	-	-
	(288,164)	-	-	-	-

\* In 2022 archivist has been working increased hours due to grants received

\* 2023 budget includes approved increases to MS grants and regional staffing hours, adjustments to annual meeting budget and corrections to errors in the draft budget (lighter blocks)

<b>Trust and Special Funds of Prairie to Pine Regional Council</b>		<b>Opening Balance</b>				<b>Closing Balance</b>	
		<b>January 1, 2022</b>	<b>Receipts</b>	<b>Expense</b>	<b>Balance</b>	<b>Internal Transfers</b>	<b>December 31, 2022</b>
		\$0.00	\$1,169,013.26	-\$907,921.76	\$261,091.50		261,091.50
<b>Trust Funds</b>							
1	Archive Sale of Property and Donation Fund	74,354.72	112,836.60		187,191.32	-4,459.88	182,731.44
	Archive Project (Winnipeg Foundation)/Gov't of Canada	20,000.00	8,005.00		28,005.00	-20,005.00	8,000.00
2	Neechi (formerly Belair Camp)	3,250.48			3,250.48		3,250.48
3	McArthur Estate	9,932.00			9,932.00		9,932.00
4	Oral History Archive Trust	4,257.00			4,257.00		4,257.00
<b>Special Funds</b>							
2	Archive Special Fund	863.00			863.00		863.00
3	(UCW) Bursary Fund	2,987.80	1725.00	-2,500.00	2,212.80		2,212.80
4	Education and Students 2015	1,000.00			1,000.00		1,000.00
5	Effective Leadership events 2013-2015	685.00			685.00		685.00
6	Overview and Visioning Event 2014	2,500.00			2,500.00		2,500.00
7	Ministry and Personnel - future projects	5,234.00			5,234.00		5,234.00
9	Youth Events	14,694.63			14,694.63		14,694.63
10	Youth Leadership Development	2,320.00			2,320.00		2,320.00
	Keewatin (UCC grant and Kildonan IM funds)	34,754.39	55,604.02		90,358.41		90,358.41
	Pastoral Relations Discretionary Fund (009 - 2021/2022)	16,000.00			16,000.00		16,000.00
	BIRS		500.00		500.00		500.00
<b>Totals</b>		<b>\$192,833.02 **</b>	<b>\$1,347,683.88</b>	<b>(\$910,421.76)</b>	<b>\$630,095.14</b>	<b>(\$24,464.88)</b>	<b>\$605,630.26</b>
	Conexus chequing	127,921.72	CU GIC's	853,612.24	Receipts	1,347,683.88	
	Conexus savings	42,679.59	Scotiawealth	121,231.00	Less Expense	-910,421.76	
	Petty Cash	50.50	Jubilee Fund	20,248.60	Income/Loss	437,262.12	
	Cash on Hand		SW GIC	92,000.00	Beginning balance	192,833.02	
	Capital Assets	406.28	Interest Rec	5,475.60	Ending balance	630,095.14	
	Accounts Receivable	9,870.37	Deposit/Prepaid	295.13	Liability	4,709.43	
				<u>\$1,273,791.03</u>		<u>\$634,804.57</u>	
					Retained earnings	638,986.46	
						<u>\$1,273,791.03</u>	

\*\* Updated March 27, 2023