

**Harcourt Memorial United Church  
Congregational Annual Meeting (in-person and on Zoom)  
Sunday March 5, 2023  
12:00 p.m. to 2:00 p.m.  
Zoom link open at 11:50 a.m.**

**AGENDA**

**1. Constitution of the Court by Regional Council Representative, Rev. Kate Ballagh-Steeper**

**2. Gathering Prayer**

**3. Motion: To appoint Carolyn Davidson as Recording Secretary and Lorraine Holding as Chair of this meeting.**

**Mover: Tammy teWinkel**

**Seconder: Lynn Hancock**

**4. Outline of Meeting Plan and Review of Holy Manners**

**5. Consent Agenda:**

**i) Speaking and voting privileges are extended to all present; and**

**ii) Approval of agenda as presented; and**

**iii) Approval of minutes of March 6, 2022 and July 10, 2022 Congregational Meetings as distributed.**

**Motion: That the Consent Agenda be approved.**

**Mover: Kathy Magee**

**Seconder: Kent Hoeg**

**6. Business for 2022**

**i) The 2022 Annual Report**

**Questions for clarification & responses to 2022 work**

**Motion: That the Harcourt Memorial United Church 2022 Annual Report from Committees, Teams and Groups be accepted as distributed.**

**Mover: Mark Sears**

**Seconder: Rosalind Slater**

**ii) Financial Reviewer's Statement for 2021**

**Motion: That the financial 2021 Review Engagement Report be accepted as presented in the 2022 Annual Report page 29.**

**Mover: Tammy teWinkel**

**Seconder: Mark Sears**

**iii) Financial Report for 2022**

**Questions for clarification**

**Motion:**

**i) That the expenditures exceeding the Property Committee's budget by more than \$3000, due to increased costs for heating fuel and snow removal, be approved; and**

**ii) That the expenditures exceeding the Ministry and Personnel Committee's budget by more than \$3000, due to additional salary costs for substitute ministers, be approved; and**

**iii) That the expenditures exceeding the Communications Committee's budget by more than \$3,000, due to additional honorariums/salaries\* costs for AV technicians, be approved.**

**\*Note: additional salary costs were recovered through rental contracts**

**Mover: Kathy Magee**

**Seconder: Carolyn Davidson**

**Motion:** That the 2022 Financial Report be accepted as presented in the 2022 Annual Report pages 53-56.

Mover: Kent Hoeg

Seconder: Mark Sears

**Motion:** That the financial Review Engagement Report for 2022 be accepted as presented in the 2022 Annual Report page 56.

Mover: Kathy Magee

Seconder: Mark Sears

## 7. Business for 2023

- i) Continuing Our Journey into the Future – Adapting to Change
- ii) Living and Trusting Our Core Values – breakout groups

### iii) Overview of Budget for 2023

#### Questions or comments

**Motion:** To approve the 2023 budget as presented on pages 57-61 of the 2022 Annual Report.

Mover: Ashley Kizis

Seconder: Carolyn Davidson

### iv) Mission and Service Fund Target for 2023

**Motion:** That Harcourt's 2023 target for the United Church of Canada's Mission and Service Fund be set at \$70,000.

Mover: Lynn Hancock

Seconder: Rosalind Slater

### iv) Comments from the Trustees – Judy Cimino and Larry Smith

## 8. Presentation of Names for Council, Standing Committees and other appointments for February 2023 to February 2024

### **Motion:**

- i) That the Congregation of Harcourt Memorial United Church approve the candidates who have agreed to serve for positions on the Council for 2023-2024; and
- ii) That the Congregation of Harcourt Memorial United Church approve the candidates who have agreed to serve as Chairs of Committees and for positions on Harcourt's Committees and Teams for 2023-2024.

Mover: Tammy teWinkel

Seconder: Mark Sears

### **Motion:**

- i) That Marilyn Troup Parr be appointed as Treasurer and John Phelps as Payroll Administrator for 2023-2024 with all the rights and responsibilities attending these positions; and
- ii) That Heather Hoeg be appointed as Envelope Secretary for 2023-2024 with all the rights and responsibilities attending that position; and
- iii) That the Congregation appoint the Chair of Council, Chair of Trustees, Chair of Finance Committee, Treasurer, Payroll Administrator and Treasurer of Trustees as signing officers of Harcourt Memorial United Church, with two signatures required for financial transactions.

Mover: Kathy Magee

Seconder: Mark Sears

## 9. Other Business

- i) Questions or other items
- ii) Notice of next Congregational Annual Meeting: Sunday, March 3, 2024
- iii) Closing and Thanks

## 10. Closing Prayer

11. **Motion:** To adjourn the Congregational Annual Meeting.