FIRST UNITED CHURCH
Leadership Team Meeting Minutes – June 10, 2026

In attendance: Charles Lotochinski (chair), Brenda Gruetzner (via zoom), Kim Bilanski, Colleen MacBean, Rev. Kelly Osgood, Dave Zacharias, Melanie Davis (secretary)

1. Check-in
2. Call to Order 7:11pm
3. Review Holy Manners: #2 - Respect the worth of each individual
4. Approval of the agenda: by consensus
5. Moment of Inspiration: discussed how to make this a meaningful/interesting learning experience at future meetings
6. Opening Devotion: Colleen
7. Volunteers
    a. Read Group Norms: Melanie
    b. Monitor our responsibilities as "Keepers of the Vision": discussed what this means; for the purposes of this meeting, Kim will keep track of any assigned tasks
    c. Sharing of meeting highlight with congregation: this will be done on an as-needed basis, depending on the meeting
8. Approval of the April 27, 2026 Leadership Meeting Minutes: by consensus
9. Correspondence
    a. Letter from Fundraising Interest Group (attached) regarding fundraiser ideas for front steps: Melanie will advise Peggy Worrell that their ideas are excellent, but that we need to know quotes/costs before launching the fundraiser.
10. Business Arising
    a. **Kelly's moving expenses** are completed.
    b. Unexpected expenses
        i. **Sewer backup issue:** The City has repaired the sewer. See costs to the Church in the attached document, "2026 Sewer Backups".
        MOTION: That Leadership direct Building & Property Committee to arrange for installation of a grease trap for the upstairs kitchen. Budget line 5150 for the cost of the trap. Installation will be done by a qualified volunteer. Motion made by Brenda; seconded by Colleen. CARRIED. Charles will advise B&P of our decision and the reason.
        ii. Front steps replacements
            1. Charles met with Ken Newton about communication with the congregation. They agreed that Building & Property will manage the repairs; Leadership will be responsible for sharing information with the congregation.

2. Charles met with Dan Olmstead to discuss repair or replacement of the front steps. Because we have a fundraising group ready to go, Kim will advise Dan that, by July 30, 2026, we need to have 3-4 quotes for repair/replacement costs.

11. New Business
    a. **Set date for Kelly's covenanting service**
        i. Need to coordinate date with Sheila Deforest (Living Skies Regional Council). The Search Committee also needs to be involved. Colleen will contact Eileen Elkington from the Search Committee with a proposed date of Sunday, September 27, 2026 (afternoon/evening).
    b. **New headset microphone for the sanctuary**
        i. Worship and Music committee passed a motion to purchase a new headset, but they don't have the funds to pay for it. Currently, there are three: an old one, a new one and a newer/unused one. Kelly will arrange with John Rogers to test/configure all three to identify one that works.
    c. **Letter from Earthcare Partners to our MLA** (attached)
        i. Melanie will advise Peggy Worrell that Leadership has approved the letter.
12. Reports from Committees (attached)
    a. April 2026 Financial Recap
    b. Report from Fundraising Group
    c. Report from Worship & Music Committee
13. Approval of reports: **MOTION:** That we receive the reports as submitted. Motion made by Brenda; seconded by Melanie. CARRIED.
14. Closing Prayer/Devotion: Colleen
15. Next Meeting:
    a. Date of the next meeting: **Tuesday, September 8, 2026**
    b. Volunteer for acting chair: Charles. Kelly will help create the agenda. She will also share, as a "Moment of Inspiration", a model for small church groups.
    c. Volunteer for opening and closing devotion: Kim
16. Review Tasks: Kim
17. Review Group Norms: Melanie
18. Adjournment 8:40pm

On June 11, 2026, the following **MOTION** was made via email: That, in the event of inclement weather, the Chapel can be used for the William Davis wedding on June 27, 2026, officiated by Marriage Commissioner, Christine Ciona. Motion made by Kim; seconded by Brenda. CARRIED. (Additional Information from Kelly: This will be a rental, not a United Church wedding, so will not be recorded in First United's records book. The family has been advised.)