

**Living Skies Executive Minutes
May 27, 2021 via Zoom**

Present	Tricia Gerhard (Chair), Ron Brandow, Tim Ellis, Linda Gunningham, Dave Whalley. A quorum was present.
Corresponding Members	Rob Reed (Convenor), Leslee Whalley (Grants Committee).
Regrets	Donna Brown (Treasurer).
Staff Present	Shannon McCarthy (Executive Minister), Tracy Murton (Pastoral Relations Minister), Heather Dootoff (Finance Administrator), Kent Mohn (Youth and Young Adult Minister), Bev Diebert (Administrative Support), Jamie McKay (Executive Assistant & Recording Secretary).
Call to Order	Tricia Gerhard called the meeting to order at 1:00 PM.
Opening Worship and Check-in	Tricia Gerhard read a reflection and said a prayer.
Approval of Agenda	We reviewed the agenda.
053 – 2020/2021	It was agreed by consensus: That Living Skies Regional Council Executive accepts the agenda as distributed.
Approval of Executive Minutes	We reviewed the minutes from March 25, 2021, April 22, 2021, and May 19, 2021.
054 – 2020/2021	It was agreed by consensus: That Living Skies Regional Council Executive approves the following sets of minutes, as distributed: <ul style="list-style-type: none">• March 25, 2021• April 22, 2021• May 19, 2021
BUSINESS ARISING	
Correspondence	<ul style="list-style-type: none">• Response letter to Dwayne Dornan• Thank you card from Bonnie Morton and Peter Gilmer
Report from Executive Minister	Shannon McCarthy reported.

There are two more regional meetings coming up in the next few weeks. Staff and volunteers are very busy to get ready. Regular meetings are slowing down as summer approaches and staff are encouraged to use their vacation time.

STAFF REPORTS

Finance

Heather Dootoff reviewed the Departmental Income Statement from January 1, 2021 to April 30, 2021.

Income statements

Currently there is a surplus of \$12,932 in governance, a surplus of \$71,541 in Mission and Ministry, and a loss of \$5,977 in restricted and designated funds.

\$7,000 of the amount under professional/consultant fees was paid to Pinchin Ltd. for the assessment of Third Avenue United Church. We will recover the fees.

Heather reviewed the funds balances of Living Skies Regional Council. Some funds need to be reviewed.

055 – 2020/2021

It was agreed by consensus:

That Living Skies Regional Council Executive accepts the Departmental Income Statement from January 1, 2021 to April 30, 2021 (Appendix A), as distributed.

Investment Policy

We discussed the investment policy of the former Saskatchewan Conference and if it should be adopted as the investment policy of Living Skies Regional Council. We also discussed changes to make to the policy.

056 – 2020/2021

It was agreed by consensus:

That Living Skies Regional Council Executive chooses to adopt the investment policy of the former Saskatchewan Conference (Appendix A), with the following adjustments:

- We will maintain the balance of equity/debt.
- Ability to work with any of the financial institutions Living Skies Regional Council is already involved with.
- The Living Skies Regional Council Executive will replace the Finance and Administration Committee and Conference Executive.
- Staff will be the party responsible for implementation and monitoring of the policy.
- ANCC and ICM funds are excluded as part of the policy.

057 – 2020/2021

It was agreed by consensus:

That Living Skies Regional Council Executive names the following to work with Heather Dootoff, Financial Administrator for Living Skies Regional Council, on investment decisions:

- Shannon McCarthy, Executive Minister
- Donna Brown, Treasurer
- A member of the Executive (when the Treasurer is not available).

Pastoral Relations

Tracy Murton reported.

*Committee on Ministry
Personnel Support*

The Committee on Ministry Personnel Support recently sent a survey out to retirees to ask them how the increase to pension premiums has affected them. The committee would like to reach out to pensioners but finding updated contact information for those people is ongoing. Results from the survey will be available in the fall.

A lot of people are leaving and retiring which is creating a large gap and increasing strain on remaining pastoral charge supervisors. This is a real issue since this is an important role to help people stay connected and there is a large area of the province where there are no called or appointed ministers.

*Committee on
Community of Faith
Support*

The Committee on Community of Faith Support has read all the covenants and annual reports, each of them reading approximately 45-50 documents. They had a great meeting to discuss the reports.

058 – 2020/2021

It was agreed by consensus:

That Living Skies Regional Council Executive accepts the recommendation of the Committee on Community of Faith Support, the committee having reviewed the final version of each, on the adoption of the covenants with the following communities of faith:

- Biggar Pastoral Charge
- Big River Pastoral Charge
- Bridging Waters Pastoral Charge
- Coteau Hills Pastoral Charge
- Crossroads United Pastoral Charge
- Davidson-Girvin Pastoral Charge
- Dundurn, Hanley Pastoral Charge
- Four Town Pastoral Charge
- KeLRose Pastoral Charge
- Norquay Pastoral Charge
- Ogema, Bengough, Pangman PC
- Outlook: St. Andrew's Pastoral Charge
- Prince Albert: Calvary United Church
- Regina: Eastside United Church
- Rocanville United Pastoral Charge (SM)
- Rosetown Pastoral Charge
- Saskatoon: Mayfair United Church
- Southey Pastoral Charge
- Swift Current: First United Church
- Wolseley Pastoral Charge

*Committee on Lay
Leadership Support*

The Committee on Lay Leadership Support has interviewed people for license renewals, with one interview being for a new person.

Tracy Murton expressed great thanks to all volunteers on all committees for their diligent and careful work.

059 – 2020/2021

It was agreed by consensus:

That Living Skies Regional Council Executive accepts the recommendation of the Committee on Lay leadership Support, the committee having received the required documentation and successfully completed the interview process and mandatory training, that licences be renewed for the following Licensed Lay Worship Leaders, effective June 1, 2021 – June 30, 2024:

- **Judy Beck**
- **Rosellen Bjarnason**
- **Marvin Mackie**
- **Jeanette Warrian**

060 – 2020/2021

It was agreed by consensus:

That Living Skies Regional Council Executive accepts the recommendation of the Committee on Lay leadership Support, the committee having received the required documentation and successfully completed the interview process and mandatory training, that a licence be granted to NANCY STYLES as a Licensed Lay Worship Leader, effective June 1, 2021 – June 30, 2024.

Justice and Communications

Julie Graham is currently preparing for two regional council meetings to take place in the next few weeks. We will hear a report from her at an upcoming meeting.

Chaplaincy Task Group

Kent Mohn reported.

North and South SK Hospital Chaplaincies are developing strategic plans for sustainability. A proposal asking for support for spiritual care throughout the province will be coming to the executive at a future meeting.

Emily Carr has been contacted by the MAID (Medical Assistance in Dying) program. We are excited to see where discussions will go in terms of what support the United Church Chaplaincy may be able to offer.

The first EDGE Community Round Table discussion happened in Lumsden and there was a very good response. We hope to repeat the good response in other rural communities and congregations.

Incorporated Ministries

There was nothing to report from incorporated ministries.

REPORTS

Property Commission

There was nothing to report from the Property Commission.

Grants Committee

Leslee Whalley joined the meeting at 3:00 PM.

Leslee Whalley submitted three proposals for approval:

- Proposal #1 – Mission Supported Ministries (Appendix B)
- Proposal #2 – The Micah Mission (Appendix C)
- Proposal #3 – Hiring a Support Coordinator (Appendix D)

061 – 2020/2021

It was agreed by consensus:

That Living Skies Regional Council Executive approves \$25,000 to be used to support Proposal #1 – Mission Supported Ministries (Appendix B) and Proposal #3 – Hiring a Support Coordinator (Appendix D).

062 – 2020/2021

It was agreed by consensus:

That Living Skies Regional Council Executive approves \$5,000 for each community ministry that wants to engage with EDGE to find sources of sustainability, as submitted in Proposal #3 – The Micah Mission (Appendix C).

Heather Dootoff will sign Proposals #1-3.

**Universal Fund for
Community Ministries**

We had a discussion on moving the regional assessment to a universal fund for community ministries.

A proposal to establish an outreach ministries fund was originally brought forward at the 2021 Regional Meeting. Since the proposal was presented near the end of the meeting, there was not enough time to have a fulsome discussion as a gathered community. The proposal was passed to the Living Skies Regional Council Executive.

Rather than go through a separate process, it was agreed that communities of faith can donate directly to a universal fund, and that the monies donated to the universal fund will be combined with the Mission Support Grants budget. The Grants Committee will distribute the grants based on need exhibited by the various ministries through the grant application process.

063 – 2020/2021

It was agreed by consensus:

That Living Skies Regional Council Executive establish a Community Ministries Fund which would distribute voluntary donations from individuals and communities of faith, equitably across the various Regional Council ministries. The distribution would be determined by the Grants Committee who would also communicate with communities of faith as to what these ministries are and do. Depending on the amount of money received, The Fund could be used to support resources for sustainability as well as special projects that would not otherwise be possible.

064 – 2020/2021

It was agreed by consensus:

That donations received for the Community Ministries Fund be combined into the Mission Support Grants budget, and that the combined monies to be dispersed will be determined by the Grants Committee.

Leslee Whalley left the meeting at 3:30 PM.

Nominations

We reviewed a nominations report submitted by Susan Reed.

065 – 2020/2021

It was agreed by consensus:

That Living Skies Regional Council Executive accepts the recommendation of the Nominations Committee that:

Affirming Process Task Group

- That Jackie van't Voort be named to the Affirming Process Task Group

Regional Meeting Planning Committee

- That Bryan Tudor be named to the Regional Meeting Planning Committee

**** to be amended with additions by JM upon receipt of report****

**Regional Gathering
Planning**

The Regional Gathering Planning team is meeting on Monday to go over final details for the regional meeting.

NEXT MEETING

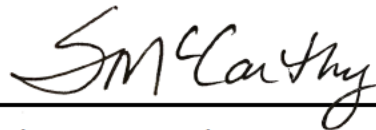
The next meeting will be the 2021 Regional Council Meeting.

**Blessing and
Adjournment**

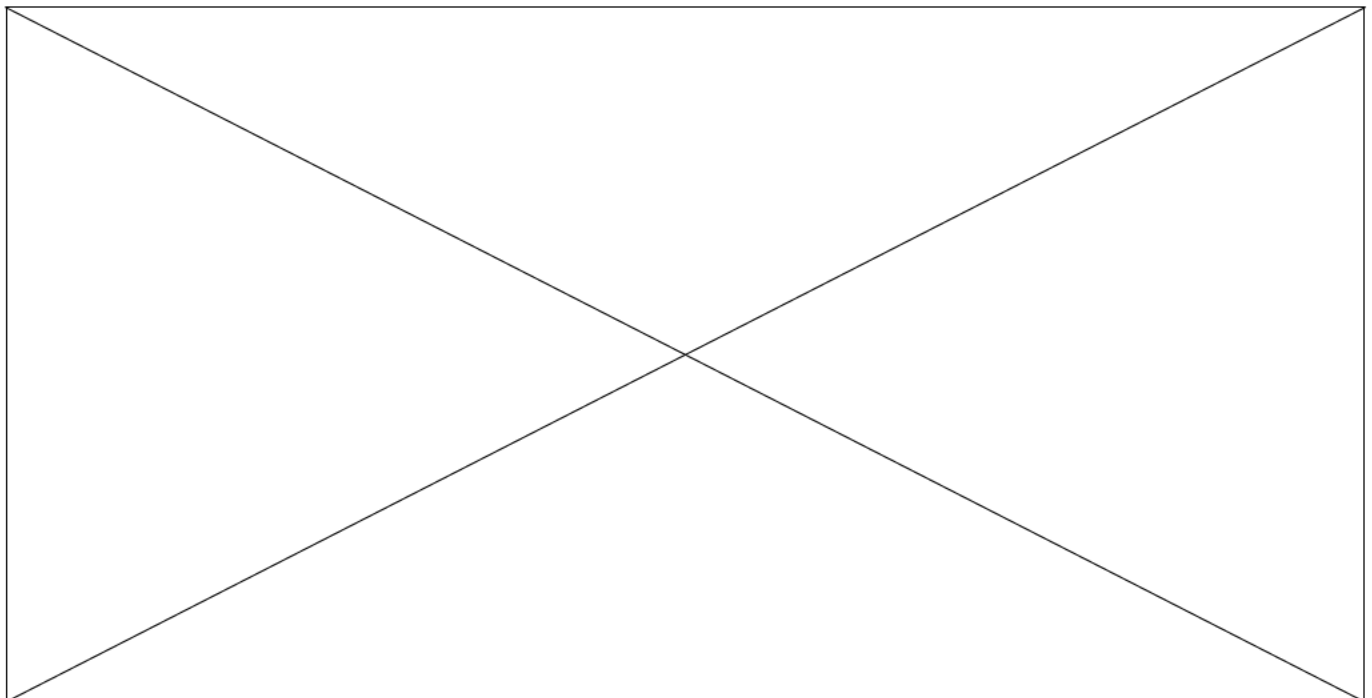
Tricia Gerhard said a short reflection and adjourned the meeting at 2:45 PM.



Tricia Gerhard, Chairperson



Shannon McCarthy, Executive Minister



SASKATCHEWAN CONFERENCE INVESTMENT POLICY

Preamble

At present, Saskatchewan Conference of The United Church of Canada maintains cash and investments held at their banking institution, the Conexus Credit Union ("Conexus") and at the Fiera Capital Corporation ("Fiera").

The investments at Conexus are primarily Guaranteed Investment Certificates (GIC's) with "laddered" maturity dates so that as these GIC's mature they can either be liquidated or reinvested depending on cash requirements at the time.

The relationship with Fiera is as a result of an arrangement negotiated between The United Church of Canada Foundation and Fiera whereby United Church organizations can utilize this investment manager and a broad range of mutual funds.

Prior to the approval of an Investment Policy ("the Policy"), whether the monies are held by Conexus or Fiera, decisions for liquidation or renewal or the investment of surplus money are discussed between Saskatchewan Conference staff to the Finance and Administration Committee ("staff") and the convenor of the Finance and Administration Committee and then submitted to the Finance and Administration Committee for approval or ratification.

Objectives:

It is intended that the Policy will achieve two objectives:

- Increase revenue from investments by restructuring the total investment portfolio and by utilizing Fiera as the primary portfolio manager, and
- Provide the staff with the authority and parameters so that they can manage the investments in a prompt and efficient manner thereby avoiding the present need and delay.

Parameters:

- Fiera is to be the primary investment manager
- Any of the wide range of mutual funds that are managed by Fiera may be used in order to conform with the proportion of investments as appears in the Policy
- Investments must meet the Social and Environmental Screening Criteria approved by The United Church of Canada Foundation
- The proportion of investments as between equities and interest bearing debt shall be as follows:

<u>Type of Invest Investment</u>	<u>Percentage of Total Investment</u>
Equities	65 to 75%
Debt (Interest Bearing)	35 to 25%

Provided however that it is acknowledged that the investment portfolio which exists at the time of the approval of the Policy will not comply with the Policy until such time as all of the existing investments with Conexus have matured and the proceeds are transferred to Fiera.

Staff Responsibilities:

- To monitor monetary needs and surpluses considering the current balance of the account(s) at Conexus and anticipated expenditures and to transfer monies to short term investments with Conexus as may be prudent
- As existing investments with Conexus mature, the proceeds are to be transferred to Fiera.
- Surplus funds as become available are to be transferred to Fiera.
- The total portfolio is to be monitored monthly based upon information that is available from Fiera on the internet to ensure compliance with this policy.
- Perform a full review of the portfolio at least quarterly based upon information received from Fiera by mail which shall assess portfolio performance and conformity with this policy and shall be submitted to the **Finance and Administration Committee Executive** at its meetings.
- Withdrawals from the portfolio will happen as a result of the need for funds arising within the Conference Budget.
- **Unplanned withdrawals, to meet emergent purpose(s) not anticipated within the Conference Budget require Finance and Administration Committee or Executive Committee approval.**

Amendments to this policy may only be made by **the Finance and Administration Committee or its Executive, by the Conference Executive**, or at a general meeting of Saskatchewan Conference.

Approved by the Saskatchewan Conference Finance and Administration Committee Executive for use by Saskatchewan Conference on April 30, 2015

EDGE: A Network for Ministry Development

The United Church of Canada

3250 Bloor St W, Suite 200, Toronto, ON M8X 2Y4

1-800-268-3781 edge@united-church.ca



Date: 26 April 2021

Prepared by: Bronwyn Corlett and Carla Leon

Proposal to Living Skies Regional Council for Mission Supported Ministries

Background

EDGE met with several community ministries of Living Skies Regional Council on April 22, 2021 to discuss strategic planning and coaching opportunities.

Strengths (Things to Celebrate)

- There was a terrific turnout of several community ministries, some who have already worked with EDGE and attended EDGE's Sustainability Cohort
- There is support from the Living Skies Regional Council to engage in a group process with EDGE for planning strategically together, strengthening the network of community ministries in Living Skies
- Living Skies community ministries have a long-standing presence and ministry of building relationships

Primary Challenge

Creating a community ministries strategic plan for Living Skies Region. This will increase leadership capacity through building partnerships within the existing ministries, but also with partners outside The United Church of Canada.

Secondary Challenge

Some community ministries desire additional support and partnership as they face specific challenges within their context.

Proposal

EDGE would like to engage with Living Skies Regional Council through a resourced coaching process. In meeting with some of the community ministry leadership, it is evident that there are energy and ideas. There is also a sense that clarity and focus would help with resilience as the various ministries consider their future. Strategic planning can help identify strengths already present in the communities, and explore how to build on those strengths to help face the future.

EDGE coaching includes access to an online tool kit of resources, regular coaching for the leadership teams in developing the capacity for and practices of adaptive learning. EDGE will help the community ministries integrate new learning into their particular contexts.

Living Skies Community Ministries are on unique journeys where the ways forward will not always be clear and where new skills and capacities may be needed. EDGE's coaching process will support the leadership teams as they navigate their way through.

EDGE is proposing three ministry cohorts to engage in Strategic Planning- namely Camps, Chaplains, and Restorative Justice. These cohorts will engage in a broader strategic planning process together to come away with a broader understanding of their ministry area, and develop specific plans for their organizations.

Success would be leadership teams that...

1. Had a clear strategic plan and vision of next steps
2. Felt it had increased capacity to pursue possibilities through new partnerships, including partnerships with local business coaches for ongoing support
3. Is able to inspire and welcome new leadership, participants, and partners in its ministry

Timeline

Each cohort will complete a strategic plan through either:

- 1 coaching session per month for 6 months, or
- 2 coaching sessions per month for 3 months for those cohorts feeling more urgency

Start time: Spring 2021

Meetings 1-3 – Develop a Strategic Plan (including SWOT, long-term planning, and partnership development)

Meetings 4-6 – Exploring and Identifying the skills and resources that are needed to sustain the strategic plan

Pricing

3 Community Ministry Cohorts at \$2,070 per cohort (each cohort includes 6 coaching sessions)	\$6,210
Consulting Rate for additional consulting and work For example: <ul style="list-style-type: none">- Partnership Initiation Conversation might be an hour or two long- Community Round Table typically takes 8 hours (\$920)	\$115/hr

Notes:

- There is funding available through the IRP grant for Consulting for Community Development. EDGE would bill against this funding whenever possible to support this work. EDGE would bill to the Region only if/when this funding was not accessible, with permission from the Region.
- Use of EDGE tools are included in the retainer above
- All EDGE meetings will be conducted virtually due to pandemic travel restrictions

Next Steps

Please consider this proposal and advise if more consultation is necessary at this time. Please note the proposal is only valid for 90 days from the date listed.

If you have any questions or concerns about the activities listed, please contact Bronwyn Corlett at bcorlett@united-church.ca and Carla Leon at carla@edge-ucc.ca. If you have any questions or concerns about the activity pricing, please contact Alexandra Belaskie at abelaskie@united-church.ca.

We look forward to working with you!

Blessings,

The EDGE Team

Acceptance of Proposal

We accept the terms and conditions set out within this document regarding Leadership Coaching by signing this document.



Rob Dagleish
Executive Director, EDGE

Name: _____

Title: _____

Name: _____

Title: _____

Date



EDGE: A Network for Ministry Development

The United Church of Canada

3250 Bloor St W, Suite 200, Toronto, ON M8X 2Y4

1-800-268-3781 edge@united-church.ca

Micah Mission

600 45th Street West

Saskatoon, SK S7L 5W9

Date: May 18, 2021

Prepared by: Bronwyn Corlett and Carla Leon

Contract Number: 21-012

PROPOSAL – The Micah Mission

Background

Strengths (Things to Celebrate)

- Volunteer based restorative justice organization working with people who are or have been involved in the justice system.
- Successful, established programs: Person to Person; Circles of Support and Accountability; Community chaplaincy; Indigenous Program (needs some reworking).

Primary Challenge

- Developing a Strategic Plan that focuses on making The Micah Mission sustainable, keeping important program offerings running.

Secondary Challenges

- Funding for Circles of Support and Accountability (CoSA) and the Indigenous programming end March 2022.
- Potential partnerships with Parkland Restorative Justice, CoSA in Prince Albert, and CoSA South Saskatchewan in Regina.

Proposal

EDGE would accompany The Micah Mission through a resourced coaching process. We would develop a strategic plan, including a vision, a strategy for developing partnerships, and ways of exploring new opportunities. EDGE will support the leadership team as they identify and navigate their way through their context.

Success would be a leadership team that...

- Has a strategic plan to address funding concerns;
- Has developed confidence and courage through understanding what options might be available to The Micah Mission; and
- Has increased ability to develop partnerships in moving forward.

We propose this work can take the shape of one of the three options listed below:

Option 1

June-July 2021 - 6 x 90-minute coaching sessions with the leadership team

Option 2

June 1-25, 2021 – 2 x 90-minute coaching sessions with the leadership team

Saturday, June 26 - 3 hour Strategic Planning Day

July 2021 – 2 x 90-minute coaching sessions with the leadership team

Option 3

Saturday, June 26 – Full-Day Strategic Planning Day*

**We have often found that one-day events, although energizing, can be challenging to create, verify and develop investment in a strategic plan. Please consider the options with regard to time commitment of those involved. If a hybrid or another option would work even better for your team please let us know.*

Timeline

We will be able to begin this work upon acceptance of this proposal, with The Micah Mission defining which of the proposed options works best.

Pricing

Options 1 and 2: Coaching Includes 6 coaching sessions at a rate of \$250/session	\$ 1,500
Option 3: Strategic Planning Day	\$ 920

There is an outstanding proposal to the Living Skies Regional Council that this work could potential be encompassed by.

Notes:

- Although in-person meetings are sometimes preferable, due to the pandemic, communities of faith should consider how gathering restrictions might impact this work. All provincial guidelines must be followed.

- Additional time with your consultant above and beyond what is listed above are charged using the structure below. All additional activities require written approval provided to EDGE by both the consultant and the community of faith in advance of the activities. Any travel expenses incurred will be billed in line with The United Church of Canada expense guidelines. An estimate of travel can be provided upon request.
 - Hourly rate for online or in-person support: \$120/hr
 - Half day per-diem for in-person work: \$575
 - Full day per-diem for in-person work: \$920

Next Steps

Please take this proposal to your board and/or leadership team for consideration. Please note the proposal is only valid for 90 days from the date listed.

If you have any questions or concerns about the activities listed, please contact Bronwyn Corlett at bcorlett@united-church.ca. If you have any questions or concerns about the activity pricing, please contact Alexandra Belaskie at abelaskie@united-church.ca.

We look forward to working with you!

Blessings,

The EDGE Team

Acceptance of Proposal

We accept the terms and conditions set out within this document regarding Leadership Coaching by signing this document. You will be billed upon acceptance.

Rob Dalglish
Executive Director, EDGE

Name: _____
Title: _____

Date

EDGE: A Network for Ministry Development

The United Church of Canada

3250 Bloor St W, Suite 200, Toronto, ON M8X 2Y4

1-800-268-3781 edge@united-church.ca



Living Skies Regional Council – Community Ministry Task Group

Date: May 2021

Prepared by: Bronwyn Corlett and Carla Leon

Contract ID: 21-013

PROPOSAL

Background

Strengths (Things to Celebrate)

- Multiple community ministries are active in the region and invested in future of their organizations and their regional relationships
- There is some funding to research and experiment with models and strategic plans that will help with long-term sustainability and community impact

Primary Challenge

- Each community ministry is having to create their own infrastructure, including governance structures, grant writing, sourcing funding, communications, and partnerships

Secondary Challenges

- Improving relationship with region, creating partnership and mutual support
- Several organizations are struggling to remain sustainable with shifting funding availability
- All organizations have been impacted by the realities of the pandemic in 2020 to the present
- A sense of displacement following The United Church of Canada's governance reorganization that often left community ministries feeling isolated and unsupported

Proposal

EDGE would like to explore the possibility of creating a centralized infrastructure system for the community ministries that would enable several organizations to partner when applying for funding, making governance decisions, and developing additional partnerships. We could pilot a model that could potentially be shared with other regional councils on best practices around supporting and encouraging community ministries to thrive.

We propose to hire a partner coordinator that performs this work with EDGE accompanying them in writing joint grants, marketing, and partnership development.

Success would be a leadership team that...

1. A Pilot that we can learn how best to centralize infrastructure to support multiple community ministries within one region
2. Build confidence and the technical skills to write grants, build partnerships, community economic development, ability to rollout shared platforms and facilitate collaboration amongst organizations.
3. Have a return on investment of this position that benefits the entire region

Timeline

6-month support to recruit and orient the Partner Coordinator

Meeting Frequency:

- Monthly online meeting with the leadership team
- Weekly check-ins with the Partner Coordinator (this is something that the larger team could be part of)

Pricing

EDGE Partner Coordinator Support	\$ 5,000
Partner Coordinator - 20 hours a week x \$20/hour for 26 weeks	\$ 10,400
Total	\$ 15,400

These fees can be covered largely by grant funding that is already available.

Notes:

- Although in-person meetings are sometimes preferable, due to the pandemic, communities of faith should consider how gathering restrictions might impact this work. All provincial guidelines must be followed.

- Additional time with your consultant above and beyond what is listed above are charged using the structure below. All additional activities require written approval provided to EDGE by both the consultant and the community of faith in advance of the activities. Any travel expenses incurred will be billed in line with The United Church of Canada expense guidelines. An estimate of travel can be provided upon request.
 - Hourly rate for online or in-person support: \$120/hr
 - Half day per-diem for in-person work: \$575
 - Full day per-diem for in-person work: \$920

Next Steps

Please bring this proposal to your leadership team for consideration. Please note the proposal is only valid for 90 days from the date listed.

If you have any questions or concerns about the activities listed, please contact Bronwyn Corlett at bcorlett@united-church.ca. If you have any questions or concerns about the activity pricing, please contact Alexandra Belaskie at abelaskie@united-church.ca.

We look forward to working with you!

Blessings,
The EDGE Team

Acceptance of Proposal

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Rob Dalglish
Executive Director, EDGE

Name: _____
Title: _____

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Date: _____