

COVENANTER COMMITTEE MEETING
Orchard Valley United Church, New Minas, NS
January 15, 2019

Ernie Draper chaired the meeting and John Burdock acted as secretary.

Attendance: Ernie Draper, Dorothy Robbins, Betty Curry, Jim Keech, Beth Crosby, Harvey Gilmour, John Burdock

Regrets: Rev. Don Sellsted

The Chair called the meeting to order at 10:00 am and a prayer was offered.

Agenda: Betty added Government Grant to the agenda

Motion to approve the agenda as amended: Dorothy Robbins/Betty Curry **CARRIED**

The December minutes were reviewed.

Motion to approve Minutes of December 12th: Beth Crosby/Jim Keech **CARRIED**

CORRESPONDENCE:

- Ernie had received a wedding request for May 9th from Susan Carbyn.
Motion to accept: Betty Curry/Ernie Draper. **CARRIED**
- There was a request from Donna Murphy to have herself and Chris Herbin included in the annual report as ad hoc committee members (for the sale of cookbooks, which have raised several thousands of dollars since 2013).
Motion to Include Donna and Chris as ad hoc committee members:
Ernie Draper/Beth Crosby **CARRIED**
- Dorothy advised she issued a thank-you letter to Lachlan Currie for his generous donation in 2018.

TREASURERS REPORT:

- Betty Curry submitted the report and it was reviewed (scanned and attached to Minutes).
Bank balance, December 1, 2018 - \$6,142.23
Reconciled Bank balance, December 31, 2018, \$7,891.59
(Betty indicated there may be an addition of \$30.00 due to a review of collections from the Christmas Eve Service)

Motion to accept the Treasurer's Report as presented:

Betty Curry/Dorothy Robbins **CARRIED**

- Betty indicated she received a cheque related to our Provincial Heritage Grant. The cheque was for \$69.40 whereas we were expecting the 2nd instalment of \$785.60. Jim will investigate what this cheque represents.

BUILDING CO-ORDINATOR'S REPORT:

- Jim Keech submitted the report (attached to minutes).
23 bags of leaves from the front of the church were collected by Jim prior to the Christmas Service
- Jim was able to obtain permission to use the private pasture space below the church for parking during the Christmas Eve Service. He installed marker posts, as well as an illuminated path from the parking area up to the church. This alleviated cars blocking the roadway during the service.

Motion to accept the Building Coordinator's Report:

John Burdock / Betty Curry

CARRIED

OLD BUSINESS:

- A general discussion was held regarding the Christmas Eve service. Ernie thanked committee members for their work organizing the service. The church was almost filled to capacity and by all accounts, it was a very successful event.

NEW BUSINESS:

1. **Committee meeting dates:** A discussion was held regarding the best week of the month to hold the committee meetings. We projected out tentative dates of March 12th, April 16th, May 14th and June 11th.
2. **Memorial Book:** Jim asked committee members to think about the memorial book for the next meeting, regarding words to be inserted for people who are to be added.
3. **Summer Services:** A general discussion was held regarding our summer services and prospective speakers. Reverend Sellsted will be asked to conduct the anniversary service.

Adjournment was moved by Ernie Draper

Next meeting: Tuesday, February 12, 2019 at Orchard Valley United Church at 10:00 am.

Covenanter Heritage Fund Balance Sheet Summary, December 31, 2018

Pg2

Expenditures

Summer Service Expenses	1159.50	
Ministers	675.00	
Organists	564.37	
Portable Toilet Rental	<u>58.05</u>	2456.92
Key Board Rental		
Other Outreach	300.00	
Donation to house fire victims	100.00	
Bonus to Teresa	<u>50.00</u>	450.00
Lynn Memorial to WAAG & Food Bank		
Miscellaneous	322.50	
Lawyer - converting shares fee	100.00	
Honoraria to M Bond - check organ	106.75	
Fire Extinguisher servicing	95.18	
Walkway & entrance carpets	<u>41.19</u>	665.62
Stakes for cemetery lighting		
Repair & Maintenance	837.35	
Organ motor & duty fees	125.00	
Outdoor plug & installation	83.99	
Temporary door repair	<u>15.50</u>	1061.84
Hardware for old box		
Large Expense Account	959.46	
Front streps built & installed	3790.00	
Front doors built & installed + hardware	<u>265.16</u>	5014.62
Ramp materials		
Other	400.00	
Custodian honoraria	500.00	
Custodian Wedding & K of Tartan	715.16	
Lawn & Cemetery Care	391.32	
Electricity & Heating	147.00	
Sewer Frontage Tax	216.50	
Bookkeeping costs	39.00	
Bank Charges	<u>850.00</u>	3258.98
Insurance (Covenanter % of OVUC)		
		12,907.98

Total Expenditures

Revenue and Expenditure Totals agree with the Income Statement generated by computer

Covenanter Heritage Fund Balance Sheet Summary , December 31,2018**Pg1****Revenue****Sales**

Books	20	
CD's	40	
Note cards	36	
Cookbooks	<u>950</u>	1046.00

Offerings and Donations

Kirkin 'o'Tartan	514.20	
Summer offerings	3767.80	
Old Box donations	184.36	
Memorials	70.00	
Other donations(2)	1000.00	
Christmas Eve	<u>1079.14</u>	
Rentals		5536.36
Family reunion	200	
Weddings	<u>1300</u> (includes 400 custodian & 100 porto pottie rental)	1500.00
Provincial Grant (50 % of it)	<u>785.60</u>	785.60

Total Revenue 2018 - \$9947.10***Other***

Petty Cash on hand	15.10
2918 HST Refund Due	**117.21

**** (Total HST Refund Due 2018 was \$201.32. OVUC paid \$84.11 of that in 2018.)****2017 Investment changes recorded in 2018****Enid Kelly Memorial Covenanter Fund**

Reimbursed 2017 French drain expense transferred	4388	21,371
Donation toward cemetery grounds upgrades	10,576	16,983
Investment interest earned 2017	1,191	27,559
		28,758

Covenanter Heritage Fund Reserve

Transferred from Enid Kelly Memorial Cov. Fund	4388	37,389
Conference Funds earnings	338	41,777
Investment Interest earned	1914	42,115
		44,029

Total Investment Principals December 31, 2018**\$72,787**

Orchard Valley U C Heritage Fund

General Journal 01/12/2018 to 31/12/2018

		Account Number	Account Description	Debits	Credits
6/12/2018	J158	Deposit23, Offerinngs via OVUC	Donation J Maclatchey		
		1030	Heritage Fund Bank Account	610.00	-
		4410	Covenanter Envelopes / Offerings	-	110.00
		4460	Other Donations	-	500.00
0/12/2018	J165	corrAdj, Show \$100 portable toilet rental fee in current wedding total			
		4490	Weddings- current	-	100.00
		5645	Portable toilet rental	100.00	-
0/12/2018	J166	corr165, Show current weddings' rentals to include portable toilet payment			
		4490	Weddings- current	100.00	-
		5645	Portable toilet rental	-	100.00
7/12/2018	J169	Dep.24&&25, Christmas Eve,& Fuller offering, \$5 US plus \$1.64(Dep 25)			
		1030	Heritage Fund Bank Account	1,172.40	-
		1030	Heritage Fund Bank Account	6.74	-
		4420	Christmas Eve Offerings	-	1,079.14
		4410	Covenanter Envelopes / Offerings	-	100.00
6/12/2018	J173	330, J Keech (HH) leaf bags			
		1030	Heritage Fund Bank Account	-	36.78
		1220	HST Refund due from OVPC	2.04	-
		5640	Cemetery and Lawn Care	34.74	-
31/12/2018	J174	Bank, Bank charge			
		1030	Heritage Fund Bank Account	-	3.00
		5695	Bank charges	3.00	-
				2,028.92	2,028.92

General Ledger Report 01/12/2018 to 31/12/2018

Sorted by: Transaction Number

Date	Comment	Source #	JE#	Debits	Credits	Balance
1030	Heritage Fund Bank Account					6,142.23 Dr
06/12/2018	Offerinngs via OVUC	Deposit23	J158	610.00	-	6,752.23 Dr
27/12/2018	Christmas Eve,& Fuller offering, \$5 ...	Dep.24&&25	J169	1,172.40	-	7,924.63 Dr
27/12/2018	Christmas Eve,& Fuller offering, \$5 ...	Dep.24&&25	J169	6.74	-	7,931.37 Dr
06/12/2018	J Keech (HH) leaf bags	330	J173	-	36.78	7,894.59 Dr
31/12/2018	Bank charge	Bank	J174	-	3.00	7,891.59 Dr
				1,789.14	39.78	

Covenanter Heritage Fund December Summary

Dec 1 Beginning Balance

6142.23

Revenue

Offerings via OVUC	110
Donation Maclatchy	500
Donation	100
Christmas Eve	1079.40

Total Revenue

1789.14

1079.40
674
30
1789.14

Expenditures

J Keech- leaf bags	36.78
Bank charge	3.00

Total Expenditures

39.78

Dec 31 Book Balance

7891.59

Orchard Valley U C Heritage Fund



VALLEY

Account Activity

Member Name COVENANTER HERITAGE
FUND

Member Number 05037009

Account Name 010 NON PROFIT
CHEQUING

Current Balance \$7,891.59

Current Interest Rate 0.000%

December 2018

January 04, 2019

010 NON PROFIT CHEQUING

Date	Description	Amount	Balance
31-Dec-2018	Service charge	-\$3.00	\$7,891.59 ✓
27-Dec-2018	Transfer Deposit	\$6.74	\$7,894.59
27-Dec-2018	Cash and cheque	\$1,172.40	\$7,887.85
14-Dec-2018	<u>Clearing cheque # 000330</u> Cheque # 000330 Cheque Date 14-Dec-2018 Cheque Account Number 126305037109	-\$36.78	\$6,715.45
12-Dec-2018	<u>Clearing cheque # 000326</u> Cheque # 000326 Cheque Date 12-Dec-2018 Cheque Account Number 126305037109	-\$103.50	\$6,752.23
10-Dec-2018	<u>Clearing cheque # 000327</u> Cheque # 000327 Cheque Date 10-Dec-2018 Cheque Account Number 126305037109	-\$327.73	\$6,855.73
06-Dec-2018	Cheque deposit	\$610.00	\$7,183.46
03-Dec-2018	<u>Clearing cheque # 000329</u> Cheque # 000329 Cheque Date 03-Dec-2018 Cheque Account Number 126305037109	-\$2,850.00	\$6,573.46

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Dec 31 / 18 Book and Bank balances agree
Betty

Covenanter Church
Building Co-ordinator Report
January 15, 2019

Leaves: Twenty-three industrial size plastic bags of leaves were removed from the front of the church.

Parking: Thanks to John Burdock for helping to park cars in the new parking area to the west below the church. This area may have to be expanded next year.

Lights and Posts: Thirty-two posts and 490 lights (7 strings) were erected to light a path up from the new parking lot to the church.

The parking expansion and lights helped to lessen the roadside parking and created a more safe Christmas Eve at the Covenanter.

Respectfully submitted
Jim Keech