

Humbercrest United Church
Approved Minutes of Church Council Meeting
November 25th 2025

Attendance: Dianna Seth, Marg Garrie, Linda Steggles, Rev. Diane Mugambi, Howard Gaskin, Charlie Evans, Dorothy Lothian, Barbara Pattison, Aileen McGregor

Gathering, Land Acknowledgement, Welcome

Welcome and land acknowledgement by Rev. Diane

Inclusivity check list Linda

Prayer : Dorothy

Administrative Ministry of the Church

Motion: Aileen/Brian

That Council Approve the Minutes of October 28th 2025 Council Meeting **CARRIED**

Motion : Howard/Dorothy

That the Agenda for the meeting be approved as circulated **CARRIED**

Correspondence: No correspondence

Chair Report Linda

No Report but much Gratitude

I am:

- grateful for the lives of Rev. Mercedes Hughes and of Peter Lothian and for Rev. Diane and Gregory being part of celebrating them and to Chris for his admin support
- grateful also to Marg G., Sharon Lawrie, Barb Kalmuk, Barb P., Aileen and Joanne for their work on the receptions for these memorial services
- grateful to Rev. Diane that we are beginning to serve the children in our community Sunday mornings again
- grateful for the work that the Marg G. And Barb K. And many, many others put into the Fall Sale
- grateful to the Stewardship Committee for their thoughtful work as we consider how and what we offer to this faith community in 2026
- grateful to Brian for stepping in Nov. 16 when Rev. Diane was not feeling well (Anniversary Sunday and the Liturgy for covenanting with our new Music Director Greg Walshaw) and to Congregational Life for the Tea and Coffee Time afterwards

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- grateful to Cheryl, Dianna and Marg G. For their work on the E-sign
- grateful to Katy Whitfield and Ian Da Silva and the “They Walked These Streets” commemoration Remembrance Week
- grateful for the little things that go on by various elves (connecting with our cleaners, raking leaves, changing the lettering in the sign, the flowers and greenery in the sanctuary etc)

Follow up and New Business and

Rev. Diane’s report to Council

1.Update re Mission priorities conversation

Thank you all once again for your ongoing support and encouragement following our Mission possibilities discussion last month. It has been heartening to see how these ideas we named together are beginning to take shape in real and practical ways. Our shared vision: rooted in hospitality, accessibility, neighbourliness and diversity continues to guide the steps we are taking as a congregation. I am grateful for your openness to collaboration and for the energy that continues to emerge across our ministries.

2.Update on collaboration with Runnymede Presbyterian

We continue to gather information about both Runnymede facilities. Fred has been pursuing further enquiries on our behalf. We are meeting on 26th more will be reported next meeting. This initiative strengthens our neighbourliness and community presence aligning with the HANDS vision.

Sweet hour of prayer/enhanced midweek zoom service/advent bible study

Planning for an Advent Bible Study using material from region.

Collaboration possibility includes members from partner churches or neighbours who prefer online gatherings especially with Runnymede Presbyterian

Swahili Ministry – East African community outreach

The first gathering took place on Friday with a small but hopeful beginning. Bi weekly zoom meetings have been scheduled to building connection and consistency

I also joined a Swahili online service to gain insight into best practices and deepen relationships within the diaspora community. The ministry is a key expression of D for Diversity in our HANDS vision

Christmas Eve service – Youth participation

Several teens from the Arts and Craft sale expressed interest in participating in Christmas Eve. Their involvement will be integrated this year, offering an intergenerational expression of worship

I also joined a Swahili online service to gain insight into best practices and deepen relationships within the diaspora community. The ministry is a key expression of D for Diversity in our HANDS vision

Carol Sing Joint Service with BIC

Following Council approval I met with BIC leaders via zoom.

We now have a draft outline and will meet again to finalize music, readings and leadership roles. This collaboration strengthens our neighbourhood connection and widens our community partnerships.

Our vision remains clear. Humbercrest United Church is a caring open, and Christ centered community where everyone can find belonging and purpose. We continue to live out our calling “Hands that are welcome. Hands that serve. Hands that celebrate all.

Thank you for walking faithfully and joyfully in this journey

3.Children’s Ministry

Our children’s ministry has begun. This an exciting time for Humbercrest.

4.Update re E sign for Lawn

Objectives We are seeking from Council:

1. An update from the Trustees on funding decision and approach
2. Approval to proceed with paying the 50% upfront payment to Greentak (\$15-17,000)
3. Approval to progress to permitting phase

Background Context

Council has endorsed progressing proposals for a new outdoor sign (scope, design, cost and timelines) to serve our mission to grow the HUC community, to connect us to the wider community and to help us to communicate more impactfully the vast array of vibrant activities that are occurring at HUC. A new sign is not in itself a standalone activity; rather, it is one vehicle among many. A commitment was made to update Council in October.

Three companies were approached who have worked on mixed-media church signs locally and more broadly within the GTA (VanWinkle, Greentak and NewStyle).

Update

Since the October Council meeting, Greentak has been selected as the preferred partner given their experience and expertise, proactivity/responsiveness, and

cost flexibility. Cheryl Gaskin, Marg Garrie and Dianna Seth met with Eric Wong at Greentak to discuss design and timeline. The notes below, and the Q&A give a perspective on what we have learned. Many thanks to Marg and Dianna for their wisdom and support.

1. Design.

- Overall sizing approx. 6'W x approx. 6'H
- o 12-18" top illuminated vinyl face with church name (TBD), proposing black with white lettering
- o 38". 2-sided illuminated, wifi-enabled, LED display, full-colour text 4x4mm pixel
- o 24" off the ground (to avoid snow damage), surrounded by landscaping/ plantings
- Placement very near current sign, perpendicular to the current sign. Set back from sidewalk will be a city standard
- Wired and wireless - ethernet in electrical trench and wireless 300ft point to point
- Warranty 5 years parts and 2 years labour
- Made in Canada
- Software is PC-enabled. Training is included and it can run from the volunteer office PC. The amount and speed of content rotation is completely at our discretion. Tips will be provided on optimizing this

2. Timeline. Permitting can begin now (noting our Heritage District designation), installation proposed for March 2026 to allow time for permitting and for the ground to thaw for trenching. Installation, once started, will take 2-3 weeks.

Q&A

How long does the sign last? The LED sign lasts 100,000+ hours, equivalent of 10-11 years of 24h use. It is our intent to turn off the sign between approx. 9pm to 8am, extending the life of the sign and respecting daylight hours for a residential neighbourhood.

What flexibility do we have for the top panel with the name of the church? The vinyl top panel will be slide in/slide out, is inexpensive and quickly produced. We can decide specific content closer to the installation, estimated March 2026. Should we need to change the title at any stage, the cost is expected to be \$200-300.

How bright will the LED light be? Historically, the biggest general concern of a LED sign in a local neighbourhood is brightness, not content. New technology is much improved – there are auto-dimming sensors that adjust based on weather/sunlight, and we can also manually adjust via the software package, to dim further, as we wish.

What about vandalism? It is the most common question received by Greentak. Of the hundreds of signs installed, only once has Greentak experienced damage, and it was graffiti, not physical force. The panels can be cleaned of graffiti (inexpensive). The LED screen is modular and segments can be replaced if physically damaged (more expensive). Covering the LED panels (e.g. plexiglass) is not recommended as it hampers proper heat release. How long will permitting take? Up to 60 days. HUC sits within a Heritage Conservation District in a local neighbourhood. Based on Greentak expertise, the request is approvable given approvals in similar districts, but it will take time. We would like to make the permit application in December.

What other costs can we expect? There are a few items where we will incur extra cost beyond Greentak:

1. we will need an electrician to certify the electrical connection prior to City inspection (<\$1000)
2. we may want to upgrade the PC (<\$500) in the volunteer office; the PC is capable of running the sign software, but there may be other benefits to upgrade it.
3. we may need to hire someone to extend the electrical trenching from the current sign to the new sign 5-10ft (<\$1000))
4. we may want to surround in a brick base for aesthetics; however, this design element is not considered here

Can we consider charging user groups a small fee to advertise their news on the sign as a future source of funds (e.g. KEYS walk or Stagecoach registration opening)? An interesting thought which the rental committee can consider in due course. It is simple to implement if we wish to move in this direction.

What will happen to the current sign? There has been a good suggestion to re-use it, moving it near the East doors as a directory for user groups, eliminating need for other lawn signage.

Sign Image (illustration only, not final, it will come back to Council for final sign off after permitting phase and before construction begins):

Motion regarding Christmas or winter outreach

Motion Brian/Howard

Carried

That The Sharing Place be the recipient of our Christmas outreach this year

Motion to provide Christmas gift to staff

Motion: Aileen/Brian

Carried

That a Christmas gift be given to Humbercrest staff

Motion : Charlie/Brian

Carried

That a reallocation of the rollover after \$3000 in the music fund be waived for this year.

Fall Sale Update

Fall Sale update

All outstanding amounts not yet in however it will be well above \$5,000. The final amount will be available in December. There will be a reminder announcement in the Beacon this week. We will encourage people to pay by cheque or cash

Stewardship of our Resources Charlie

Motion : Charlie/Dianna

Carried

That the financial reports and cheque register for the month of October 2025 be approved as circulated.

Our Shared Ministries

Community Team Barb

SENIORS LUNCHEON TEAM

Sharon reports that they are investigating the possibility of having a luncheon in December 2025.

CONGREGATIONAL LIFE

Following the Sunday service of October 19, 2025, a wonderful meditation and yoga service, we had a coffee and tea time to welcome our new music director, Greg Walshaw. It was hosted by Aileen and Barbara P. (Congregational Life). Thank you to all who helped in any way

Devotion Team Brian

Brian reported that on 21st December a special service would be held and a light breakfast would be available from 9.30 am before our service

Facilities Team Howard

OPEN PROJECTS LIST

- 1) Centre/Office door lock – replacement ~\$2,315 (paid)
- 2) Boiler system ionizer – formal quote pending ~\$5,800
- 3) Outdoor electronic sign – The “Send me a Sign Lord” team is on it
- 4) Centre door surveillance system Ring Camera type solution Cost: ~\$200

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- 5) 2013 Canon Printer replacement – to be discussed at November Council
- 6) New headset microphone for Minister with receiver \$1,598.98 + HST
22Nov25

OPEN PROJECTS DETAILS:

- 1) LOCK: Marg spoke with Thom Oct 21st. Thom has been working with Lock Company on the suitability of using the panic bar shipped which is designed for a thicker door. Thom intends to visit manufacturer with all the hardware w/o Oct 20 and promised Marg an update on Oct 27.
- 2) IONIZER: Formal quote still pending
- 3) OUTDOOR SIGN: Funding request sent to Trustees
- 4) CENTER DOOR CAM: Inexpensive door cam to be purchased and installed
- 5) OFFICE PRINTER: 2013 printer nearing the end of its useful life with \$200 quarterly maintenance fees likely to rise 10-15% per year. Detailed proposal to be sent out in separate email.
- 6) New headset and receiver were used Sunday 23Nov25. Receiver is not fully installed yet.

CLOSED PROJECTS

- 1) Boiler 1 – heat exchanger replacement - \$5,500 + HST paid 14Oct25
- 2) Boiler 2&3 – preventative flush + annual maintenance - \$1,560 + HST paid 14Oct25
- 3) East Hall – Heat pump/AC installation (BISS) ~\$9,900 (split 50/50 with KEYS) paid Jun25
- 4) East Hall – Heat pump/AC electrical prep work (EDCO) ~ \$1,500 (split 50/50 with KEYS) paid Jun25
- 5) East Hall kitchen dishwasher Total \$950 - \$475 + HST billed to KEYS Oct 27th; HUC 50% absorbed by contractor

New printer for office

Current State:

Printer was installed Feb 2013

Quarterly service costs are high and rising 10-15% per year - currently \$232.54 per quarter

Replacement parts are no longer available should our printer break down.

Lead time from order to installation can take 4-6 weeks.

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I have been given the spiel about limited stock, expiring rebates, one time trade-in allowance etc all of which are good for a limited time only. We definitely need a printer replacement plan for 2026 given the risk of a breakdown with an almost 13 year old machine. FYI, The proposed new quarterly service charge is substantially lower because of course the risk of service on a new machine is quite low - replacement toner cartridges are included in the service fee.

Below is a quick summary from excel - taxes not included:

| | Status Quo | | 2026 | | Ten Year Cumul 2036 | |
|------------------|------------|-------------|-------------|---------------|---------------------|--------------|
| | 2025 | 2026 | Buy | Lease | Buy | Lease |
| Quarterly | | | | | | |
| Purchase Price | \$ - | \$ - | \$ 4,863.95 | \$ (5,981.14) | \$ 4,863.95 | \$ - |
| Service charge | \$ 232.54 | \$ 267.42 | \$ 76.35 | \$ 76.35 | | |
| Lease cost | \$ - | | \$ - | \$ 271.87 | \$ - | \$ 271.87 |
| Total | \$ 232.54 | \$ 267.42 | \$ 76.35 | \$ 348.22 | \$ - | \$ 271.87 |
| Annual | | | | | | |
| | \$ 930.16 | \$ 1,069.68 | \$ 305.40 | \$ 1,392.88 | \$ 4,863.95 | \$ 10,874.80 |

After discussion Council decided that more thought would be needed re.a new printer

Mission Dianna

A cheque for \$500 will be sent to Roncesvalles for the Kindred kitchen food programme to support their Christmas dinner

Resources Marg

Resources Report Nov. 24, 2025

Use of Halls

Nov. 1 Recital Kim Betz Sanctuary

Nov. 7 Recording Sanctuary Sinfonia 4-11 pm

Nov. 16 Wedding in Heritage Hall and Reception

Nov. 20 Wedding rehearsal dinner Heritage Hall

Nov.30 Chris Higgins Book launch

Rental report

The committee will be reviewing the fees for the use of halls in January. We have three types of rentals. The one- time renters eg recordings, concert,

weddings etc. regular rentals for a term eg. Tai chi, Pop Choir etc. and the lease holders which will be evaluated when their lease expires.

We will be also evaluating our questionnaire sheet for renters to fill out on line.

Possible new renter for the East Hall. An art class for 15 kids, teacher + two adults who will pick up kids at Humbercrest P.S. and King George P.S. and walk them to HUC. Teacher sets up for class. She supplies and takes away all her art tables and supplies each day. Five days a week rental from 3 to 6 pm during the school year. Starting date Jan.2026.Hiring Besnik would not be financially viable. Besnik is available Tuesday at 4 pm for Young Voices Choir and Thursday Guides start at 6.30 pm.

Question for Council: Do we 1. Give them a key?

Have no key. Chris locks the door when he leaves, teacher opens door for kids + leaders. When class is over the leaders sign out the kids to their parents. Note that Chris does not work on Fridays so other arrangements will have to be made.

Trustees Howard

Trustees met Sunday November 16th. In attendance were:

Heather Boyd, Libby Evans, David Gilmour, Rev. Diane Mugambi, Howard Gaskin, Sven Steindorff (via FaceTime)

Guest: Cheryl Gaskin - subject matter expert

The following motion was brought forward and unanimously approved.

Motion: That the purchase and certified installation of an outdoor electronic sign be funded up to \$40,000 (including 30% of 13% HST) from a combination of the Heritage, Provident and Bequests/Benefactions Trust Funds as deemed appropriate by the Trust Fund Treasurer.

Ministry and Personnel Aileen

Aileen reported that a bass soloist has been hired

Minister's Report

See under follow up and new business

Meeting adjourned 9 pm

The next meeting of Council is January 27th 2026 at 7 pm by zoom

Please note Budget Meeting is January 6th 2026 at 7 pm by zoom

L. Stegges – Council Chair

D Seth – Secretary