

COLLIER STREET UNITED CHURCH

OFFICIAL BOARD SPECIAL MEETING MINUTES

Sunday September 10, 2017

Attendance: Larry Murray, Rev. Hewitt Holmes, Rev. William Houghton, Christy Manuel, John Boer, Bev Stockdale, Jean Cooke, Darcy Dolmage, Brian Young, Donna Martin & Dorothy Ramsay.

Regrets: Rob Murdock, Monica McArthur

Meeting was called to order by Chairperson Larry Murray at 12:15pm.

The purpose of this meeting was to:

- a) review and discuss the Research Committee's summary report of the data obtained from surveying members and adherents who have left the Collier congregation,
- b) create a series of recommendations based on this report's conclusions, that are to be shared with the congregation on September 24, 2017.

Rev Hewitt Holmes opened the meeting in prayer.

1. The Chairperson read aloud the resignation letter of the Board Secretary Bev Pattenden.
2. The Board appointed Dorothy Ramsay to record the minutes of this meeting.
3. Board recommendations are as follows:

To improve communication between the congregation and church leadership

- The congregation will be invited to fill the 4 vacant positions on the Board of Directors. The vacancies will be advertised for several weeks and will begin immediately.
- A suggestion box will be set up for the congregation to submit concerns and questions about church operations. Larry Murray and Dorothy Ramsay will devise a process for this to occur.
- The names, photographs and contact information of each member of the Official Board will be posted outside of room M5.

- The Ministry and Personnel Committee (M & P) has reviewed the survey data and presented the key point and general concerns to the related church personnel. These points have been integrated into their respective job performance appraisals.

Worship and Preaching

- M & P will discuss with the ministers, the concerns that were highlighted in the survey data summary report.
- The congregation will be invited to share their input with the Collier Worship Committee currently comprised by the following Elders: Leona Appleby, Joyce Moore, Sharon Crossley, Robin Milani and Dorothy Ramsay.

Worship (Music)

- M & P will discuss the concerns highlighted in the survey data summary report with the Collier Music Director.
- The style of music used in worship services, will be discussed and reviewed with the Worship Committee. The congregation will be invited to provide their input and suggestions.

Church Management

- We now have active Finance and Property Committees that are creating a 5 year plan for Collier.
- As noted previously, the Official Board will immediately initiate a recruitment process to fill its current 4 vacancies.
- The Board will review how the leadership at Collier follows the guidelines of the United Church manual.
- Methods of increasing congregational participation in church leadership have and will be enacted as follows:
 - a) Public listing of the members of the Collier Official Board
 - b) Implementation of a suggestion box
 - c) The public posting of all Collier leadership committees
 - d) The creation of "town hall" forums between the congregation and pastoral staff
- M & P will respond to all issues that are presented to them in writing and they will notify the Official Board on the subsequent follow-up and/or actions taken. The structure and purpose of the M & P committee and a summarized review of its yearly activities will be shared with the congregation at each Annual Meeting.

Health of Congregation will be improved by:

- The establishment of an active communication plan by the Board with the congregants, as well as the congregants with the Board/ministry team will create a mode of communication to express concerns and suggestions for action/response
- The creation of an active long term plan for Collier's revitalization and church growth will occur before the Annual Meeting 2018.

John Boer moved for adjournment at 2:55pm. Rev William Houghton closed the meeting in prayer.

Chair, Larry Murray

Secretary, Dorothy Ramsay