

COLLIER STREET UNITED CHURCH
OFFICIAL BOARD MEETING MINUTES

Tuesday, November 28, 2017

Call to Order: Chair, Larry Murray, opened the meeting at 7:00 p.m. and welcomed our guests Rev. Susan Eagle and Jeffrey Dale from Presbytery, Dr. Ken Hedges from our congregation. Rev. William Haughton offered the opening prayer.

Present: John Boer, Jean Cooke, Richard Floyd, Rev. Will Haughton, Rev. Hewitt Holmes, Christy Manuel, Donna Martin, Robert Murdock, Larry Murray, Lianne Patterson, Dorothy Ramsay, Anne Snell and Brian Young.

Regrets: Darcy Dolmage, Monica McArthur and Bev Stockdale

Corresponding Members: none

Declaration of Conflict of Interest: none

Consideration/Approval of Agenda:

Motion: Moved by Donna Martin, seconded by Anne Snell, that the agenda be approved as distributed. **Carried**

Correspondences:

1. Presbytery's Response to Board's Proposal on Israel/Palestine – Rev. Susan Eagle and Jeffrey Dale

In August 2016, Dr. Ken Hedges wrote to Rev. William Haughton regarding the 42nd, General Council encouraging “all courts, bodies and members of the United Church of Canada to apply divestment strategies and sanctions, until such time as the occupation of the Palestinian territories end.” This letter was taken to the Board in October 2016. The Board made the following motion/proposal:

“whereas the social, political and economic situation in the middle east is extremely complex; and whereas the United Church of Canada (UCC) is a diverse community of people who ought not to have the General Council speaking on their behalf to political issues unnecessarily; and whereas the people of the General Council position creates unfortunate pastoral challenges in seeking to minister to people of the UCC; the official board of Collier Street UC is proposing that the General Council retract its calls to boycotts, divestments or sanctions against the State of Israel, its people and its businesses.”

Rev. Susan Eagle responded to the proposal, which came to the Community Connections and Right Relations Commission of Presbytery in February 2017, where it received full discussion. She noted that Presbytery will be forwarding the proposal with a recommendation of non-concurrence. The proposal will go to the full court of the Presbytery meeting in March 2018.

Susan mentioned that some aspects of the resolution troubled Presbytery however it recognized that discussion with the Collier board would not be possible before the 2017 Annual Meeting of Conference so the proposal was not forwarded.

Susan highlighted two parts of Collier's motion – (1) the position of the United Church on Palestine/Israel and (2) that the United Church is involved in political issues. It was noted that the United Church has taken 10 years to reach the position of the 42nd General Council. It involved much consultation and conversation with partners in the Middle East hence the decision was not reached lightly. The issue is occupation of Palestinian territory which is a violation of Human Rights. Approximately 600,000 people have moved into this area.

Two videos produced by the United Church were shown:

Is the Church taking sides? https://www.youtube.com/watch?v=1_u6-yiSBcY and

Is the United Church Anti-Semitic? <https://www.youtube.com/watch?v=AGTyNq8WFxl>.

Susan also gave handouts: "Let's keep talking...about just peace in Palestine and Israel" [brochure and poster] and "Unsettling Goods – Choose Peace in Palestine and Israel."

Q&A Session: Rev. William Haughton asked that with the diverse population within the United Church, how does the United Church accommodate people who have a different opinion? He mentioned that the videos seem to take only one view point. Susan indicated that there is lots of room within the United Church for different points of view. People in the pews and clergy are nominated to attend General Council – then have to acknowledge how and why they voted on an issue in a particular way. We have a choice as to how to follow social justice decisions made by United Church.

Dr. Ken Hedges thanked the board for the invitation to attend and for the response of the by Presbytery, albeit 15 months after his letter which has caused him to feel marginalized by the delay. Susan indicated that Collier's board asked for the issue to go to General Council which meets once every three years. The next meeting of General Council is August 2018. Presbytery held the proposal until this conversation with the board was completed. Presbytery met and discussed the proposal in February 2017 and decided non-concurrence on this motion.

Richard and Brian asked about how the United Church is responding to other Human Rights issues whether in the United States – the United Church has the resources to take that on? Susan responded that the United Church could not on its own. The United Church is a member of the Canadian Council of Churches and the World Council of Churches; the United Church is small in the whole scheme of things.

Larry Murray extended thanks to Rev. Susan Eagle and Jeffrey Dale for attending, for sharing the videos and materials and for their assistance.

Board members will review the material handed-out in preparation for further discussion at the January board meeting. At that meeting, a decision on whether to table this issue to a congregational meeting will be made. This would need to be completed before March 2018.

2. Congregational Directory – Larry noted that a letter was received from a company asking if Collier would like to have a congregational directory created. The last directory was

completed in 2013 so it will be 5 years old by fall 2018. During production of the last directory, a team of volunteers interviewed three companies before selecting the one who produced the directory, with significant volunteer support. The Board will use the upcoming AGM to enquire of the level of interest in producing another directory.

3. Thank you Card – A thank you card will be provided to Jack Van Dam and family. Jack provided volunteer hours as custodian for a significant period during the illness of our full time custodian. The members of the Board signed the card which will be delivered to Jack.

Motion: Moved by John Boer, seconded by Brian Young, that a formal thank you be provided to Jack Van Dam. **Carried**

4. Letter received from Ross Rodgers, requesting a release of Trustee funds for necessary repairs. A response will be provided to Ross, indicating that we have received his letter as a board and will follow-up on this issue.

Consideration/Approval of Minutes – Official Board dated October 24, 2017:

Motion: Moved by Lianne Patterson, seconded by Robert Murdock, that the minutes of the Official Board meeting of October 24, 2017 be approved as distributed. **Carried**

Business Arising from Minutes and Reports

For Decision

- a) Finance Committee – Financial Reports dated 2017 10 31

A Finance Committee Report was received from Monica McArthur (attached as Appendix A). The Finance Committee has had several long meetings recently to discuss approval of the October 2017 financial statements and the ongoing issues of the Balance Sheet, which is still a work in progress (a number of figures are still out of date with some discrepancies dating back to 2009). The Financial Committee decided not to pass along the incorrect information to the board. An Accountant is providing assistance. 2018 Budget preparation has taken the most time.

Motion: Moved by John Boer, seconded by Donna Martin that the Finance Committee Report and the Financial Reports as of October 31, 2017 (Income of \$348,608.62 and Expenditures of \$421,683.13) be approved. **Carried**

First draft of 2018 Budget was distributed for information. The process the Finance Committee used was to use individually named expectations as a guide for budget preparation. The first draft is work of 3 meetings. Revenue as proposed will include money raised for the capital campaign. The expense side tried to match revenues with expenses, anticipating a balance budget however that's not the case with the first draft. All areas have experienced reductions in expenses. Only the steeple repair will be completed in 2018 because the fundraising for the steeple is almost complete. Other repairs will wait until funding is available and therefore are not included in the 2018 budget. Considering a professional review vs. an audit of our records – the professional review would be much less

costly than an audit. We may need to have conversation with trustees to cover the cost of the professional review (approximately \$5,000). There will be additional conversations with others about the budget. One will be with UCW who gave \$10,000 and will be contributing to other projects. The Finance Committee feels these contributions should be acknowledged in the budget. The request of UCW for 2018 would be \$15,000 vs. \$10,000. Another conversation will be regarding Mission – there is an amount of \$3,000 that will be requested for transportation costs for Friendship Bible Study – the Mission Committee will be asked to take on portion or the full amount. Personnel costs account for over 60% of the budget – there was much discussion on this issue and there will be another meeting to discuss this item. There is a view that there needs to be some more creativity as we go through that part of the budget. The United Church dictates salary treatment for ministry personnel. The first draft of 2018 Budget has total expenses at \$588,851 and revenue at \$553,700 resulting in a deficit of \$35,151. 2018 would be the third year with a deficit budget. This will have an impact on the church Line of Credit which the board will have to decide on. Options are going to be reviewed at the next meeting. Thanks to the Finance Committee for all of the hard work and time spent on creating the draft budget.

Reviews of potential grant opportunities for maintenance issues are being completed. Significant property issues will have proposals prepared with quotes to be presented to the board for approval to spend capital dollars.

b) Music Outreach Proposal – Anne Snell

Appoint a Music Outreach committee, Executive would be meet monthly and do strategic planning; structure also includes Members at Large and Volunteers with responsibility for the choir school, brass ensemble and Sunday concerts. The Music Committee has been financially self-sufficient for 2017.

Discussion included whether the present structure of committees (for example, worship which includes music) would be sufficient to manage this matter. The current Music Committee has not been able to keep up with the demands of the music portfolio so the proposal is to formalize a structure for this. Motion passed October 25, 2016 – moved by Darcy Dolmage, seconded by Bev Stockdale, that an ancillary account be established for Music Outreach program to include \$1,500 for the 2017 budget for the aforementioned Ancillary Account. The approved amount of \$1,500 was not transferred to the Ancillary Account.

Motion: Moved by Anne Snell, seconded by Christy Manuel that the Music Outreach Committee be created with the slate of Officers as outlined.

Motion is tabled until the next board meeting to allow more clarity to be provided.

Motion: Moved by Dorothy Ramsay, seconded by Richard Floyd, to request Sarah Svendsen attend the January board meeting to address questions on the proposal. **Carried**

c) Property Committee – John Boer

Flat roof repairs are complete. Kitchen ventilation is fixed, with thanks to the UCW. The UCW has agreed to cover the cost to paint the hall. Quotes were requested and a contractor selected.

Painting can be completed between December 27 and January 6 when there are no hall rentals to interfere with the work.

Motion: Moved by John Boer, seconded by Jean Cooke, to approve the painting of the hall with expenses of \$14,750 plus tax, to be paid, with gratitude, by the UCW. **Carried**

d) Annual Report Meeting Date – Larry Murray

The Annual Meeting of the Congregation will be scheduled on March 4, 2018. This allows the board to have two meetings after the congregational survey results. The 5-year plan commitment made to the congregation will be deferred until the survey results are known.

e) Annual Report Format – Larry Murray

The Annual Report is normally provided to the congregation 2 weeks before the Annual Meeting date. For 2016 Annual Meeting, three packages of information were prepared – the Annual Report and Narrative Budget, separate detailed financial statements and the Minutes of the last Annual Meeting. The proposal for the next Annual Meeting is to include all of the documents in one booklet. The Annual Report and Narrative Budget were intended to be used throughout the year and including financials and minutes makes them less usable for other purposes. Inserting all of the documents together would make things easier. Reports to be included in the Annual Report are due January 15, 2018.

For Information:

- a) **Research Committee Follow-up** – OB Planning/Big Picture Discussion – Focus on Section 1 of “Thinking About Our Congregation” document – Rev. Will Haughton – discussion deferred to next meeting due to time constraints.
- b) Ministry and Personnel (M & P) Report – Darcy Dolmage (absent) – no report.
- c) Transition Team – Christy Manuel
Transition Team is meeting in January – nothing to report.
- d) Trustee Report – Brian Young

Brian reported the following Trustee Accounts as of October 31, 2017:

account #1: \$268,810.74

account #2: \$301,945.65

Line of Credit: (\$123,452.00) – church is able to go up to 80% of value of one of our capital accounts

Capital Campaign

Capital Campaign – October 31, 2017 – approximately \$350,000 in pledges have been received with approximately \$185,000 received in cash.

f) UCW – Jean Cooke – UCW paid for kitchen ventilation and hall painting. Christmas Fair was very successful and earned \$5,000.

e) Learning and Growing in Faith – Richard Floyd

Collier's Kids

- 2018 Budget was prepared by Hewitt
- Collier's Kids continues with Godly Play program.
- Children participated in worship on November 26 when Amy Crawford did a Godly Play demonstration.
- Christmas Volunteers Social – December 10, 2017 after worship
- January – June 2018 roster is being prepared by Hewitt

Youth

- Youth Hangouts going well – thanks to the calls made by Lianne and Christy to prospective members.
- The upcoming hangouts are December 02 & 16, 2017 and January 13 & 27, 2018 at 5:30 – 7:00 p.m. Refreshment will be provided.
- Thanks to Richard, Carol and Laurie for leadership as well.

Adult Ministries

- Friendship Bible Study Social – December 17, 2017 after Church for participants and guests.
- Other programs continue to need new members.

f) Presbytery – Robert Murdock – Two issues are the dissolution of Presbytery effective December 31, 2018. Looking at smaller groups or pods of churches working together. Presbytery voted on the last remit which was on possibly creating one order of ministry vs. the current layered structure. Presbytery voted against the remit. (It was noted for sake of interest for newer members present, that this Official Board had already voted on all the remits previously and also voted against Remit 6 – ‘Creating One Order of Ministry’.)

g) Official Board Transition (Retiring Members) – Larry Murray
Official Board members serve 2-year terms, with a 3rd year option at the member's discretion. In anticipation of filling upcoming vacancies at the Annual Congregational Meeting, members are alerted to the need of discerning possible nominees from among the congregation.

Motion to adjourn by Robert Murdock at 10:27 p.m.

Closing Blessing – Rev. Hewitt Holmes

Next Meeting – Tuesday, January 23, 2018 at 7:00 p.m.

Chair, Larry Murray

Secretary, Lianne Patterson