



COLLIER STREET UNITED CHURCH  
**OFFICIAL BOARD MEETING MINUTES**  
Tuesday, February 27, 2018

**Call to Order:** Chair, Larry Murray, opened the meeting at 7:04 p.m. Rev. William Haughton offered the opening prayer and the Board recited together the Living Waters Presbytery Covenant.

**Present:** John Boer, Jean Cooke, Rev. Will Haughton, Rev. Hewitt Holmes, Christy Manuel, Donna Martin, Monica McArthur, Larry Murray, Lianne Patterson, Dorothy Ramsay, Anne Snell, Bev Stockdale and Brian Young.

**Regrets:** Richard Floyd and Robert Murdock.

**Corresponding Members:** none

**Declaration of Conflict of Interest:** none

**Consideration/Approval of Agenda:**

Two items were added – the Board Retreat and the Silent Auction, both For Decision.

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

**Correspondence:** none

**Consideration/Approval of Minutes – Official Board dated January 23 and February 6, 2018:**

**Motion:** Moved by Lianne Patterson, seconded by Brian Young, that the minutes of the Official Board meetings of January 23 and February 6, 2018 be approved as distributed.  
**Carried**

**Business Arising from Minutes and Reports**

**For Decision**

- a) Robert Murdock – Appointing Persons to Discernment Committee  
At the January board meeting, the board approved an Application for Inquirer Status from Robert Murdock as an Official Inquirer into the process of discernment to become a Lay Minister within the United Church of Canada. The board is also required to appoint two people to serve on Robert Murdock's Discernment Committee.

**Motion:** Moved by Lianne Patterson, seconded by Bev Stockdale, that Rev. Dr. Don Jay and Lewis Robertson be appointed to Robert Murdock's Discernment Committee representing Collier St. United Church. **Carried**

- b) Finance Committee – Monica McArthur  
Financial Reports dated 2018 01 31

A Finance Committee Report was received from Monica McArthur (attached as Appendix A). Receiving the financial reports on a timely basis is challenging given that the Bookkeeper works 2 days per week. Givings were down in January 2018. For the 2018 Financial Statements, income figures have been adjusted to reflect the manner in which givings are normally received, based on a 3-year comparison rather than reflected as 1/12 for each month. Expenses are reflected as 1/12 per month. The Finance Committee recommended a budget reduction of \$46,000 based on a reduction in support staff resources. The delay in implementing these reductions has caused a higher deficit than anticipated. When the board recommended the 2018 budget in January, in essence, the board approved the changes necessary and the financial repercussions. Further delays will increase the deficit further.

**Motion:** Moved by Monica McArthur, seconded by Anne Snell that the Finance Committee Report and the Financial Reports as of January 31, 2018 (Income of \$21,526.11 and Expenditures of \$46,753.86) be approved. **Carried**

Job Descriptions for Lead Custodian and Administrator are to be adjusted but have not yet been completed. A recap of the activities regarding the budget reduction conversations was provided. It was noted that 2017 average Sunday attendance was 160. During the first 8 weeks of the year, average attendance in 2017 was 183; in 2018, it was 130.

**Motion:** Moved by Dorothy Ramsay, seconded by John Boer that the board direct a committee to complete an internal review of all staff positions. A call for this committee will be conducted following completion of the Official Board's retreat of April 14, 2018, with results to be delivered no later than September 30, 2018. **Defeated – Rev. Will Haughton and Rev. Hewitt Holmes abstained from the vote along with 4 other board members.**

c) Official Board Retreat – April 14, 2018

The Official Board Retreat will incur a cost for a facilitator of approximately \$750 to \$1,000; up to 2/3rds may be reimbursed by Presbytery.

**Motion:** Moved by Brian Young, seconded by Donna Martin that the April 14, 2018 board retreat costs of up to a maximum of \$1,000 be approved. **Carried**

d) Silent Auction Goals

The Silent Auction Committee has indicated that a specific fundraising goal would be helpful for both the committee and the congregation.

**Motion:** Moved by John Boer, seconded by Dorothy Ramsay, that the Silent Auction Committee decide where the proceeds from the 2018 Silent Auction be directed from the following list of specific projects – an electronic sign for the front of the church, smart boards, technology and modernization, screens in the sanctuary, revamping and maintenance of the website. **Carried**

**Strategy Work:**

a) **Research Committee Follow-up** – OB Planning/Big Picture Discussion – Focus on “Thinking About Our Congregation” document – Rev. Will Haughton

Rev. Will Haughton indicated much of this discussion has already taken place during tonight's meeting.

b) Developing Plan of Action Related to Theme Item from Congregational Survey:

**Modernization:**

- **Ensure timely and ongoing capital upgrades.**
- **Employ new technology, website, social media, advertising.**

What do we dream about when we think about Collier and modernization?

- Technology that enables the mission to be more effective in the way we meet the needs of people and fulfil our programs
- Communication – social media – have a social media that is active, responsive and pro-active
- Website to be monitored by teens and youth
- Effective email use
- Building community – sanctuary – change our seating to something more comfortable
- Include PowerPoint and screens in our sanctuary
- Video portrait of scripture
- Sound system – new PA system
- Growing as disciples – online sermons – put notes out there that people can find – Live-Streaming our services
- Stewardship – donations online – payment by credit/debit cards
- The Creative Pastor.com – eBulletin service
- Text to give
- Live tweet sermons
- Spotify worship songs
- Instagram announcement videos of what is going on in the church
- Engaging website – links to specific mission points – audio and video broadcasts
- One mission focus within the church

**Motion:** Moved by Rev. Will Haughton, seconded by John Boer, to extend the board meeting by 5 minutes. **Carried**

- Offering services other than Sunday morning
- Children's programming during the week

Motion to adjourn by Christy Manuel at 9:36 p.m.

**Closing Blessing** – Rev. Hewitt Holmes

**Next Meeting** – Tuesday, March 27, 2018 at 7:00 p.m.

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Chair, Larry Murray

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Secretary, Lianne Patterson