



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

**Call to Order:** Chair, Larry Murray, opened the meeting at 7:00 p.m. Welcome to Gord Emerson, new Volunteer Rep and Joyce Moore, M&P Rep. for this meeting.  
Rev. William Haughton offered the opening prayer and the Board recited together the Living Waters Presbytery Covenant.

**Present:** John Boer, Jean Cooke, Gord Emerson, Rev. Will Haughton, Rev. Hewitt Holmes, Christy Manuel, Donna Martin, Monica McArthur, Joyce Moore, Robert Murdock, Larry Murray, Lianne Patterson, Dorothy Ramsay, Anne Snell and Bev Stockdale.

**Regrets:** Richard Floyd and Brian Young.

**Corresponding Members:** none

**Declaration of Conflict of Interest:** none

**Consideration/Approval of Agenda:**

Two items added – Agreement between Rev. Will Haughton and Collier Street Pastoral Charge and the Silent Auction.

**Motion:** Moved by Joyce Moore, seconded by Rob Murdock, that the revised agenda be approved. **Carried**

**Correspondence:** none

**Consideration/Approval of Minutes – Official Board dated February 27, 2018 and Congregational Meeting dated March 4, 2018 (for information):**

**Motion:** Moved by Lianne Patterson, seconded by Donna Martin, that the minutes of the Official Board meeting of February 27, 2018 be approved as distributed. **Carried**  
The minutes of the Congregation meeting of March 4, 2018, were received for information.

**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 also appointed Rev. Dr. Don Jay and Lewis Robertson to serve on Robert Murdock’s Discernment Committee.

**Motion:** Moved by Lianne Patterson, seconded by Jean Cooke, that Mabel Peyer be appointed as an alternate to Robert Murdock’s Discernment Committee representing Collier St. United Church, should she be needed. **Carried – Robert Murdock abstained from the vote.**

b) Finance Committee – Monica McArthur

Financial Reports dated 2018 02 28

A Finance Committee Report was received from Monica McArthur (attached as Appendix A). Salaries for February 2018 are higher than expected due to the delay in implementing the staff hour's changes.

**Motion:** Moved by Monica McArthur, seconded by Joyce Moore that the Finance Committee Report and the Financial Reports as of February 28, 2018 (Income of \$25,646.66 and Expenditures of \$45,032.91) be approved. **Carried**

Proposed 2018 Budget

A detailed review has been completed on the 2018 Budget and also a draft 2019 budget has been prepared which includes a 2.1% COLA.

**Motion:** Moved by John Boer, seconded by Bev Stockdale that the budget discussion of the board be moved "in camera". **Carried**

**Motion:** Moved by Monica McArthur, seconded by Robert Murdock, that the 2018 Budget as presented by the Finance Committee (Proposed Income of \$528,700 and Proposed Expenditures of \$578,933) be accepted for recommendation to the congregation. **Carried – Rev. Will Haughton and 2 others abstained from the vote.**

**Motion:** Moved by John Boer, seconded by Bev Stockdale that the discussion of the board move out of "in camera". **Carried**

The proposed 2018 budget recommended by the board will be presented to the congregation at a Congregational Meeting to be held on April 15, 2018. Thanks were extended to the Finance Committee for their extensive work. The committee took into account the comments of the congregation and did their best to retain existing programs while seeking to retain the worship and witness life of the congregation.

Balance Sheet dated 2017 12 31

The balance sheet has not been maintained in 9 years and has now been corrected, with extensive work and investigation.

**Motion:** Moved by Monica McArthur, seconded by Anne Snell that the Balance Sheet Report of 2017 12 31 be accepted for recommendation to the congregation at the meeting scheduled on April 15, 2018. **Carried**

The Bookkeeper will be asked to follow-up with the Chartered Accountant on whether the Ancillary Accounts Summary should be noted on the Balance Sheet. The Ancillary Account balances will be provided at the April board meeting.

c) Agreement Between Rev. Will Haughton and Collier Street Pastoral Charge –  
*Rev. Will Haughton excused himself from the room.*

**Motion:** Moved by Lianne Patterson, seconded by Robert Murdock that the discussion of the board be moved "in camera". **Carried**

**Motion:** Moved by Lianne Patterson, seconded by Monica McArthur, that the Agreement between Rev. Will Haughton and Collier Street Pastoral Charge be approved as outlined.  
**Carried – Rev. Hewitt Holmes abstained from the vote.**

**Motion:** Moved by Lianne Patterson, seconded by Robert Murdock that the discussion of the board move out of “in camera”. **Carried**

The board appreciates Rev. Will Haughton’s service to Collier. We wish him well with much success and grace.

- d) Silent Auction – change to identified project  
Although the board identified projects at the February Board Meeting for the Silent Auction fundraising, the Silent Auction Team understands the landscape has changed since the budget recommended by the board at that time was not approved by the congregation. The Silent Auction has been identified in the 2018 budget with \$10,000 in fundraising directed towards the budget however could focus all fundraising to the budget given we are operating in a deficit.

#### **For Information**

- e) Board Roles and Responsibilities – Rev. Will Haughton and Rev. Hewitt Holmes  
Rev. Will Haughton and Rev. Hewitt Holmes reviewed the Document “Responsibilities of the Governing Body of the Congregation-The Manual 2016”, outlining the responsibilities and role of the Official Board and Board Members. The board does not always have all information but needs to keep in mind how decisions impact the mission of Collier Street United Church. The board has oversight on the spiritual matters and temporal matters of the church without doing all of the work hands-on.

**Motion:** Moved by Dorothy Ramsay, seconded by Monica McArthur, to extend the board meeting to 9:40 p.m. **Carried**

#### **Strategy Work: [not completed due to time constraints]**

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

Motion to adjourn by Robert Murdock at 9:40 p.m.

**Closing Blessing** – Rev. Hewitt Holmes

**Next Meetings:** Board Retreat – Saturday, April 14 at 9:00 a.m. and  
Regular Meeting – Tuesday, April 24, 2018 at 7:00 p.m. – Boardroom

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Chair, Larry Murray

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Secretary, Lianne Patterson