



COLLIER STREET UNITED CHURCH  
**OFFICIAL BOARD MEETING MINUTES**

Tuesday, February 25, 2020

**Call to Order:** Chair, Christy Manuel, opened the meeting at 7:06 p.m. and welcomed Rev. Kirsty Hunter. Rob Murdock shared an inspirational story. Rev. Kirsty Hunter highlighted reconciliation, acknowledging indigenous lands and offered the opening prayer. The Board recited together the Covenant.

**Present:** Laurie Crosson, Sharon Crossley, Rev. Kirsty Hunter, Christy Manuel, Joyce Moore, Rob Murdock, Lianne Patterson, Anne Snell and Marg Valad.

**Regrets:** Jean Cooke, Rev. Hewitt Holmes, Dave Johnston, Terry Oram, Terry Tizard and David Karwacki.

**Corresponding Members:** none

**Declaration of Conflict of Interest:** none

**Consideration/Approval of Agenda:**

**Motion:** Moved by Rob Murdock, seconded by Anne Snell, that the agenda be approved as amended. **Carried**

**Correspondence:** none

**Consideration/Approval of Minutes – Official Board dated January 28, 2020**

**Motion:** Moved by Lianne Patterson, seconded by Rob Murdock that the minutes of the Official Board meeting of January 28, 2020, be approved. **Carried**

**Business Arising from Minutes and Reports**

**For Information**

The Board was invited to move into camera.

**Motion:** Moved by Joyce Moore, seconded by Marg Valad, that the Official Board moves in camera. **Carried**

**Motion:** Moved by Joyce Moore, seconded by Laurie Crosson, that the Official Board moves out of camera, having completed the discussion. **Carried**

**For Discussion and Decision**

- a) Governance Structure Task Force – Terms of Reference [TOR] – Lianne Patterson  
The draft TOR for the Governance Structure Task Force were reviewed; the TOR are to support the work of this Task Force which is to develop the details around the proposed governance structure

changes. Task Force members will include the Clerk of Session (Sharon Crossley) plus two [2] representatives from Session (ideally individuals with attention to detail), the Board Secretary (Lianne Patterson), along with Rev. Hewitt Holmes.

Rev. Kirsty Hunter shared the council restructuring experience of Minesing United Church which took place approximately four years ago. Rev. Kirsty Hunter also provided some key insights and learnings from Minesing's process, including building in flexibility, being visible and ensuring regular updates and communications are provided to the congregation in different ways.

**Motion:** Moved by Laurie Crosson, seconded by Rob Murdock, that the board approves creation of the Governance Structure Task Force, comprising of the Clerk of Session Sharon Crossley (Being Community Representative), 2 [two] additional Session Representatives (to be named later by the Chair and Minister), Board Secretary Lianne Patterson, and the Minister effective immediately to fulfill the terms of reference as outlined. **Carried**

b) Parking Lot (Challenges/Opportunities) – Laurie Crosson

A summary of the parking lot issues and background information was shared and discussed at the January Board Meeting (attached as Appendix A). One idea shared was to consider establishing a small fund to pay a parking ticket for someone who is inadvertently ticketed.

**Motion:** Moved by Joyce Moore, seconded by Anne Snell, that the board approves the Parking Lot Proposal, as outlined. **Carried**

c) HALO Canada Project and Recommendation from Property Committee – Terry Tizzard  
Table to March Board Meeting.

d) Finance Committee – Laurie Crosson

2018 Financial Review – Report from Morrison CPA

Morrison CPA provided updated unaudited Financial Statements as of December 31, 2018.

**Motion:** Moved by Laurie Crosson, seconded by Marg Valad, that the unaudited Financial Statements as of December 31, 2018, as provided by Morrison CPA, be accepted for recommendation to the congregation. **Carried**

Financial Reports dated 2020 01 31

A Finance Committee Report was received (attached as Appendix B). Income is close to budget and higher than the same period in 2019; overall expenses are below budget and lower than the same period in 2019.

**Motion:** Moved by Laurie Crosson, seconded by Anne Snell, that the Finance Committee Report and the Financial Reports as of January 31, 2020 (Income of \$20,002.75 and Expenditures of \$25,712.91) be accepted as presented. **Carried**

Adjustments on 2018 Income Statement

The 2018 Review highlighted a number of adjusting entries; there were some discrepancies related to the transactions reported in the 2018 AGM report (attached as Appendix C). Overall revenue

decreased by \$15,970; overall expenses decreased by \$13,500.73, resulting in the 2018 loss increasing by \$1761.

Motion to adjourn at 8:36 p.m. by Marg Valad.

**Closing Blessing** – Rev. Kirsty Hunter

**Next Meeting:** Tuesday, March 24, 2020 at 7 p.m. – Boardroom

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Chair, Christy Manuel

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Secretary, Lianne Patterson