



COLLIER STREET UNITED CHURCH
CHURCH BOARD MEETING MINUTES
Wednesday, July 24, 2024 – Collier Boardroom and via Zoom

Call to Order: The board gathered in the Board room at Collier Street at 2:29 p.m. Co-Chair Debbie Guyader welcomed everyone. The Board did the land acknowledgment together.

Rev. Hewitt Holmes offered the centering prayer.

Present: Bruce Armstrong, Laurie Crosson, Lorne Hassard, Debbie Guyader, Rev. Hewitt Holmes, and Lianne Patterson. Guests Jody Maltby and Rob Smith from Shining Waters Regional Council joined virtually for part of the meeting.

Regrets: None

Corresponding Members: None

Declaration of Conflict of Interest: None

Consideration/Approval of Agenda:

DECISION: Agreed by consensus, that the agenda be approved for our July 24, 2024 meeting.

Correspondence/Correspondence Follow-up – resignation letter from Rev. Hewitt Holmes, minister of worship, congregational care, and leadership.

Consideration/Approval of Minutes

DECISION: Agreed by consensus that the draft minutes of the Church Board meeting of May 23, 2024, be approved.

Resignation & New Minister Search Process:

With the resignation of Rev. Hewitt Holmes, as minister of worship, congregational care and leadership, taking effect December 15, 2024, the Board had time to discern the options for a new minister with the Regional Council as resource. Jody Maltby and Rob Smith joined virtually. Rob serves Shining Waters as Pastoral Relations minister and was filling in for Todd McDonald who was on vacation.

Rob outlined the steps for finding a new minister. First step is for the board to decide on the current ministry need through a Living Faith story and appoint a profile task force/team to complete the work. Second, request from the Board that Shining Waters appoint a Liaison to work with profile task force/team. The Liaison will meet with and train the profile task force/team and be a resource. The Living Faith Story will tell (who we are, what do we need to take us to where God is calling us to go, what kind of leadership do we need, and financial viability).

The team or Task force can comprise of 2-4 or 5-7 people, with representation from a cross section of community of faith, average age etc., legacy church members, new members and other diversity.

An admission applicant would be available for an appointment – must be 3 years and full time.

If we don't have an appointment after December 15, then we need to get pulpit supply with the help of the worship, connecting and community team and have a pastoral supervisor appointment by the region.

Rob will forward the Pastoral Relations booklet to Collier. Third, appoint a Search task force/Team and the region will also appoint a Liaison. Place Living story and financial viability on churchhub with the agreed option for a new minister.

The options for a new ministry personnel include:

1. **Called minister** – permanent full time position with no end date
2. **Short Term Supply minister** – a renewable temporary position for a specific time, e.g. 6 months to 2 years.
3. **Intentional Interim minister** – 2 year full time position with specific ministry needs being intentionally worked on by the minister and the congregation, eg. What does life look like when we return to our revamped building?
4. **Appointed minister** – temporary permanent (full time) position with a specific timeframe.

The Board also discussed Ecumenical Shared partnership. This is partnering with another congregation or minister to share resources but keep our denominational identity, eg. The minister at the presbyterian church could help to lead worship and do pastoral care for a specific time.

The Board noted the need for consistency and placing the re-imagining work at the forefront of the transformation of Collier. The community also needs flexibility in choosing the best minister at closer to the end of the re-imagining work and returning to the revamped building of Collier. This search for a minister will focus on worship, congregational care, and leadership especially around the re-imagining.

DECISION: Agreed by consensus, that Collier Street United Church will search and fill the position of Minister of Worship, Congregational Care, and Leadership with a 2 to 3 year appointment and recommend to Shining Waters Regional Council.

DECISION: Agreed by consensus that Collier Street United Church will form a Profile Task Force/ Team of any 3 of the following categories:

- Member of board and ministry & personnel,
- New member (last 2 years),
- Legacy member, and
- Diverse cross section of the community.

The board agrees to appoint a Search Task Force for the new minister later. The Co-Chair will update the congregation with a brief presentation on September 15 on the steps towards finding a new minister.

Business Arising from Minutes and Reports For Discussion and Decision

a) Transition Task Force Update – Lianne

The transition task force met with Trinity Centres Foundation (TCF) three times since the last board meeting. One of the meetings included time with TCF, chair and staff support of the region commission that deals with community of faith buildings. The meeting was to get to know each

other and understand the process for effecting change in our building. We received a Broker letter to move the process forward.

Town Hall meeting is set for September 11, 4-6 pm with community stakeholders. The congregation can check the e-newsletter for more information on this event.

DECISION: Agreed by Consensus that the Board upon the recommendation of the Transition Task Force accepts the representation letter appointing Nidea Realities Corporation as Broker and collaborator with Trinity Centres Foundation for the development phase of the CSUC property; that the brokerage fee of 3% of the appraised land value be paid in full or in part by the developer with the CSUC portion to be paid when CSUC is paid the full land value by the developer; and recommend to Shining Waters Regional Council.

b) Finance Task Force Update – Laurie

The board received the 2023 reviewed statements as recommended by the Finance Task Force.

The board notes that the operating finances and cash flow are doing better than projected with a much lower Year to date (YTD) net loss. Thanks to the reduced expenses, increase in rentals and congregational support.

DECISION: The board agrees by consensus to accept the 2023 reviewed financial statements by Morrison CPA for recommendation to the congregation at the 2024 AGM.

DECISION: Agreed by consensus that the Finance Task Force Report and the Financial Reports as of June 30, 2024 (Income of \$193,896.78 and Expenditures of \$208,608.25), be accepted.

Adjourned by Consensus at 4:52 p.m.

Sending Prayer – Rev. Hewitt Holmes

Next Meeting: Thursday September 26, at 2:30 p.m. at Collier Street United Church.
Thursday November 28 at 2:30 pm location TBD

Co-Chair, Debbie Guyader

Minute Taker, Laurie Crosson