



COLLIER STREET UNITED CHURCH
OFFICIAL BOARD MEETING MINUTES
Tuesday, May 26, 2020 via Zoom Meeting

Call to Order: Chair, Lianne Patterson, opened the virtual meeting at 7:04 p.m. A warm welcome was extended to our newest board members – Sandra Dowds, Worship Rep., Lynn Giller, UCW Rep., and Steve Harding, Serving Others Rep. Rev. Hewitt Holmes offered the opening prayer. The Board recited together the Covenant.

Present: Laurie Crosson, Sharon Crossley, Sandra Dowds, Lynn Giller, Steve Harding, Rev. Hewitt Holmes, Christy Manuel, Joyce Moore, Rob Murdock, Terry Oram, Lianne Patterson, Anne Snell, Terry Tizard and Marg Valad.

Regrets: none

Corresponding Members: none

Declaration of Conflict of Interest: none

Consideration/Approval of Agenda:

Motion: Moved by Rob Murdock, seconded by Terry Oram, that the agenda be approved.
Carried

Capacity Building Opportunity – Marg van Herk Paradis joined our Zoom meeting at 7:15 pm to outline a capacity building opportunity for board leaders which could take place during July or August 2020 via Zoom. The goal of the workshop is to consider the difference between respectful, disrespectful and perceived disrespectful behaviour; to discuss challenges in addressing disrespectful behaviour, talk about tools and techniques to respond to disrespectful behaviour and strategies for addressing disrespectful behaviour around harassment and discrimination.

The Board agreed by consensus to hold a Capacity Building Workshop for the Official Board facilitated by Credence, to be held July or August 2020.

Correspondence:

- a) Follow up from correspondence received regarding Worship Leadership in the Sanctuary during COVID-19. The matter was discussed at the Session Meeting held Monday May 4, 2020. Concerns include health of those required to be in attendance, government guidelines prohibit opening at this time, as well as the costs to upgrade the equipment and ready the sanctuary. The Board agreed by consensus with the Session's recommendation that our services will continue via Zoom, until we can safely return to our sanctuary to worship together.

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

Motion: Moved by Laurie Crosson, seconded by Rob Murdock, that the minutes of the Official Board meeting of April 28, 2020, be approved. ***Carried***

Business Arising from Minutes and Reports

For Discussion and Decision

- a) COVID-19 Follow-up – Rev. Hewitt Holmes

In order to allow Lianne Patterson, a member of the COVID-19 Team, to participate in the discussion of the COVID-19 Phased Re-Opening Plan, Lianne moved aside for this agenda item, passing the role of the Chair to Christy Manuel, Past-Chair.

A Collier COVID-19 Phased Re-Opening Plan has been prepared by the Emergency Transition Task Force.

The plan provides guidance around when it is safe to begin re-opening, as per government guidelines, and indicates the role of the Board, staff, and others.

Motion: Moved by Rob Murdock, seconded by Marg Valad, that the COVID-19 Phased Re-Opening Plan for the re-opening of the Building and Worship be approved as drafted. **Carried**

Motion: Moved by Anne Snell, seconded by Marg Valad that the Emergency Transition Task Force, consisting of Sharon Crossley, Laurie Crosson, Sandra Dowds, Rev. Hewitt Holmes, Joyce Moore, Lianne Patterson and Terry Tizzard be appointed to continue the work of overseeing the implementation of the COVID-19 Phased Re-Opening Plan and re-imagine what our worship and work would look like after the pandemic, for a period of three to six months. **Carried**

- b) Governance Structure Task Force – Lianne Patterson/Sharon Crossley
Christy Manuel returned to the Chair for this section of the meeting.

The Governance Structure Task Force created a Constitution working document. This document was shared with board members in late April 2020. An information session happened as the Board reviewed each page of the Constitution. Questions and comments were made and answered. The matter will be further discussed/decided on in June.

Motion: Moved by Sharon Crossley, seconded by Rob Murdock, that Deb Tyler be approved as Co-Team Leader for the Nomination Team and ask the Minister and Chair to identify the other members of the Nomination team. **Carried**

- c) M&P – Programs Director Job Description – Joyce Moore

The Ministry and Personnel Committee reminded the Board of the January meeting in which the Children and Youths position was presented. In that meeting, the Board offered input and asked for the creating a description that was more programs oriented. M&P therefore, presented the new job description for the Programs Director position. This role is for 12-14 hours per week.

Motion: Moved by Joyce Moore, seconded by Sandra Dowds, that the Programs Director job description be approved as amended. **Carried**

- d) Board of Trustees 1st Quarter 2020 Report – Marg Valad

The Board received for information the Trustees Report dated March 31, 2020.

The Board agreed by consensus to extend the meeting.

- e) Finance Committee – Laurie Crosson
Financial Reports dated 2020 04 30

A Finance Committee Report was received (attached as Appendix D).

Motion: Moved by Laurie Crosson, seconded by Anne Snell, that the Finance Committee Report and the Financial Reports as of April 30, 2020 (Income of \$78,999.59 and Expenditures of \$119,523.49) be accepted as presented. **Carried**

Motion to adjourn at 9:49 p.m. by Joyce Moore.

Closing Blessing – Rev. Hewitt Holmes

Next Meeting: Tuesday, June 23, 2020 – propose to gather at 6 p.m. for a meal together with meeting to follow at 7 pm – location to be determined – more information to follow

Chair, Lianne Patterson

Recorder, Laurie Crosson