



COLLIER STREET UNITED CHURCH  
**OFFICIAL BOARD MEETING MINUTES**  
Tuesday, October 27, 2020 via Zoom Meeting

**Call to Order:** Chair, Lianne Patterson, opened the virtual meeting at 7:02 p.m. and lead the board through the Acknowledgement of Indigenous Lands. Rev. Hewitt Holmes offered the opening prayer. The Board recited together the Covenant.

**Present:** Laurie Crosson, Sharon Crossley, Sandra Dowds, Steve Harding, Rev. Hewitt Holmes, Christy Manuel, Rob Murdock, Terry Oram, Lianne Patterson, Anne Snell, Susan Storing, Terry Tizzard and Marg Valad.

**Regrets:** none

**Corresponding Members:** none

**Declaration of Conflict of Interest:** none

**Consideration/Approval of Agenda:**

**Motion:** Moved by Sandra Dowds, seconded by Terry Oram, that the agenda be approved.  
**Carried**

**Correspondence:**

- a) A member of our congregation has submitted a letter to the Official Board. Correspondence is being addressed by the Official Board Chair and the Ministry and Personnel (M&P) team. The Official Board will be provided with next steps by M&P.

**Consideration/Approval of Minutes – Official Board dated September 22, 2020**

**Motion:** Moved by Steve Harding, seconded by Rob Murdock, that the minutes of the Official Board meeting of September 22, 2020, be approved. **Carried**

The motion noted below supersedes the motion from the Official Board meeting held September 22, 2020.

**Motion:** Moved by Christy Manual, seconded by Rob Murdock, that the Board approves a minimum of 50% of local Mission and Service givings be directed to racialized groups with the balance of the givings to other organizations. **Carried**

**Business Arising from Minutes and Reports**

**For Discussion and Decision**

- a) COVID-19 Follow-up – Rev. Hewitt Holmes  
Reopening activities are being maintained; in-person worship along with Zoom are continuing; the online worship registration form seems to be working effectively.

The Emergency Transition Task Force (ERTF) met on October 22, 2020 to monitor the current protocols; the ERTF does not have a recommendation for the Board this evening.

~Technical difficulties with online worship are working themselves out.

~Staff notices an increase of people in the building. This is more of a comment not a criticism.

~We are having 15 to 35 congregants attending worship services in-person, with others online.

~It was noted that we have a few Congregants showing up for in-person worship services without registering in advance.

~Collier will remain in Phase two with worship in the building, and rentals and groups suspended until further notice.

b) Worship Committee Update – Anne Snell

Anne Snell, Worship Committee Acting Chair reviewed the Children’s Music Proposal prepared by Music Director, Sandra Ruttan.

~Anne Snell provided a brief overview of the proposed Children’s worship plan. Detailed report of this plan was distributed to Board members for review prior to the meeting.

**Motion:** Moved by Anne Snell, seconded by Susan Storrington, that the Board accepts the recommendation of the Worship Committee to move forward with the Music Director’s Proposal for Children’s Music and to be reviewed after the first year in 2021. **Carried**

c) M&P Update – Sandra Dowds

~Two recent vacancies for part time custodial staff have been filled. Start date for these positions will be dependent on the re-opening of the Church Building to renters and groups.

~Community Outreach Administrator position has been filled using the summer jobs program. Congratulations to Mohak Kapoor.

~Staff performance evaluations will be completed by mid November.

~Blessed to have Rob Murdock in the Program Director role in a volunteer capacity for 8 months. Rob’s time will be split between Collier Street and Grace United Churches.

~2021 proposed budget has been submitted to Finance Committee.

~M&P Committee is currently dealing with correspondence from a member of our Congregation as discussed earlier.

~ Workplace, Violence and Harassment Policy is being updated to include an anti-racism section.

d) Property Update – Terry Tizzard

~From a sanitation standpoint the building is in great shape. Big shout out and thank you to Wayne Cameron for all his efforts.

~Snow removal contract is now in place for this season. Overall costs will be down considerably.

~ Lots going on within the Church on an ongoing basis.

e) Finance Committee – Laurie Crosson

Financial Reports dated 2020 09 30

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

**Motion:** Moved by Laurie Crosson, seconded by Sandra Dowds, that the Finance Committee Report and the Financial Reports as of September 30, 2020 (Income of \$199,208.06 and Expenditures of \$248,031.42) be accepted as presented. **Carried**

~A special shoutout and thank you to the Congregation for giving's that they have provided to Collier in YTD, 2020. Big thanks to the Finance Committee for their efforts.

**For Information:**

- f) 2021 Mission Priorities (Small Groups and Connecting and Ways of Worship) – Lianne Patterson Board Members participated in break-out sessions to brainstorm Collier's 2021 Mission Priorities for Small Groups & Connecting and Ways of Worship.

**Small Group**

- ~ we now have solid Leads in key positions to drive our small groups forward.
- ~Leads can take pressure off team members as it relates to training.
- ~Additional training is an opportunity.
- ~Group wanted clarification on the Summer Student role.
- ~Create action plan for small groups to reach the broader community.

**Worship**

- ~Technology has changed and forced us to look at things differently.
- ~Explore the possibilities of connecting in different ways.
- ~What are the possibilities moving forward with small groups?
- ~Music – Sandra is making things happen, for example “Choir has grown even in a Pandemic”.
- ~The ability to share Sunday worship services virtually opens the door to new opportunities. What content can we add to engage a wider Congregation?
- ~ Virtual technology opens-up different opportunities for Prayer group activities.

- g) 2021 Principles and Budget – Laurie Crosson  
Laurie reviewed the first draft of the 2021 Budget along with the Principles that guided its creation. The 2021 Budget is for information in October and will be For Decision at the November Board Meeting.

**Motion:** Moved by Laurie Crosson, seconded by Sandra Dowds, that the Board approves dividends and interest income earned from investments in 2020 and 2021 Fiscal Years be used for the 2021 operating budget. **Carried**

- h) 2021 Draft Calendar of Events – Steve Harding  
Steve presented the 2021 Calendar of Events.

- ~Session dates could be used for information sessions
- ~It was noted some Churches in our community are selling “meals to go” as part of there silent auction. Is this an opportunity for next year?
- ~UCW Market event in April, could this be done on-line?
- ~Board retreat dates and content need to be reviewed.
- ~All change requests to this calendar are to be sent to the church office.

- i) Shining Waters Regional Meeting – Rob Murdock  
Rob Murdock shared the report of this year’s Shining Waters Regional Council Meeting.

~It is now official that the newly formed (2019) Region of Shining Waters is an Affirming Region.

~It was noted that The Rev. Lisa Naumann is now Ordained.

~Concern of Regional Council that Racism be looked at closely for the United Church of Canada.

~COVID19 continues to be an area of concern for the Region.

~Special Prayer was offered for the Mi Maq peoples and all in Nova Scotia who are facing violence and tension surrounding the lobster fishing industry.

The Board accepts this report with gratitude for the work of our Regional Representatives.

Motion to adjourn at 9:36 p.m. by Laurie Crosson.

**Closing Blessing** – Rev. Hewitt Holmes

**Next Meeting:** Tuesday, November 24, 2020 at 7 pm – location to be determined

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Chair, Lianne Patterson

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Recorder, Steve Harding