



COLLIER STREET UNITED CHURCH
CHURCH BOARD MEETING MINUTES
Tuesday, May 24th, 2022 @ Collier Street United Church
(This was the first full in-person meeting in 2 years)

Call to Order:

Chair Lianne Patterson, at 7:01 pm, opened the in-person meeting. Everyone was warmly welcomed. Lianne did a quick check-in with everyone, then led the Board through the Acknowledgement of Indigenous Lands. Rev. Hewitt Holmes offered the centering prayer. The Board recited together the Covenant.

Present:

Donald Carty, Sharon Crossley, Laurie Crosson, Sandra Dowds, Steve Harding, Rev. Hewitt Holmes, Lianne Patterson, Anne Snell, Susan Storing, Terry Tizzard, and Marg Valad.

Regrets: Rob Murdock

Corresponding Members: None

Declaration of Conflict of Interest: None

Consideration/Approval of Agenda:

Motion: Agreed by consensus that the agenda be approved for our meeting on May 24th, 2022. **Carried**

Correspondence: IPC regional Manager Tim Balazs reached out to the Church Board. He is asking if we are interested in having a new church photo directory created. There is no cost to the Church, and each family would get a free 8X10 photo and a hard copy of the directory. Also, a free E-directory is included in this package. Families can purchase additional photos at their own cost.

Board agreed to revisit the IPC opportunity at the next meeting in June 2022. The Leadership Mentorship and Growth may follow up with us as well.

Minutes from the previous meeting:

Motion: Agreed by consensus that the meeting minutes of April 26, 2022, Church Board meeting be approved. **Carried.**

a) **Proposal for Building a Healthier Community at Collier.**

The Region remains committed to helping with building a healthier community at Collier. The Region assists with this process by asking Credence and Co to provide a revised proposal for the Board's review. This was sent before the meeting. The proposal outlined training and capacity building for the community. Our Chair Lianne Patterson walked the Board through the proposal, and an open discussion was had around timing, communication, and costs that will be incurred for this training.

The proposal was broken down into the key areas:

1. “Transforming Power, Privilege, and Prejudice: Building Equitable Diverse and Inclusive Faith Communities” Board enrichment and training. It was agreed that this training would be held over two evening sessions in August. The suggested dates would be communicated to Credence.
2. Policy & Procedure review and development for Collier. Credence & Co will review Collier Street United Church policies and procedures and provide a copy of their Safe and Healthy Church Policy for Collier’s consideration.
3. Information Session with the Congregation. It was agreed that these recommendations would be shared at a congregational information time in March 2023. We would also share the new Safe and Healthy Church Policy for Collier. The Board will determine the way forward for the policy updates after the information session.
4. Group Coaching for the Personnel Review Executive, which includes the Board Chair, M&P Chair, and the Minister. This could take place in the late spring of 2023. The findings of Credence and Co would inform this time together.

The Board would follow up with Credence to confirm details of the Healthier community.

The Board affirmed the “Positive Mindset Training” for everyone. It is hoped that the Congregation, staff, leaders, and others will participate. This could potentially be held in the fall of 2022.

b) **Information Discussion and Decision**

1. Worship, Connecting, and Community Team

Team Leads, Anne and Sharon, provided an update from their last meeting.

- Thanks to UCW, who will be hosting tea/coffee after church when we resume on June 5. They will take care of June 2022.
- Volunteers are needed for the usher’s schedule. This will be completed soon.
- The Region is providing finances for the guest Ministers during the sabbatical (September-December 2022) of Hewitt. Thanks to Shining Waters for the grant.
- It is proposed that our worship be revised for the Summer Worship. There would be regular worship services on July 3, 10, 17, and 24. In-person and online worship services will be suspended for July 31, August 7, and 14. Worship and Picnic in the Park will be held on August 21 and 28. These are the two final services before Hewitt’s sabbatical.
- The Church Membership is 325. The last reported figure was 329.
- Updated fees for weddings and funerals have been established.

Motion: Agreed by Consensus to accept the modified worship schedule as presented. **Carried**

The New Constitution & Worship, Connecting and Community Team

Chair Lianne Patterson asked the team to articulate key learnings from the implementation of the new constitution:

- Constant conversation and collaboration are working well and proving to be effective;
- Team will consider other impacts and share them at a future board meeting.

2. Ministry and Personnel Team

- Mark Sporich has filled the Community Outreach Administrator position for the summer. The position is resourced by a grant from Canada Summer Jobs. The contract started May 1st and ended August 31st, 2022.
- A Summer Music Proposal was forwarded to M&P by Sandra Lisa. It was for two weeks in July. The proposal was received with some suggestions forward. Sandra has since withdrawn the proposal based on proposed changes.
- It is proposed that the staff be granted an extra week this summer (July/August) as presented by Shining Waters Regional Council.
- The Job Description for the Pastoral Care Director was presented. It was mentioned that the Region had recommended a Short-Term appointment for the Pastoral Care Director position, which is for 10-13 hours per week from September to December 2022.

Motion Agreed by Consensus that one additional week of vacation is provided to the Collier Street United Church staff from July 31 to August 14, 2022. **Carried.**

Motion: Agreed by consensus that Pastoral Care Director job description be approved and recommended to Shining Waters Regional Council for approval. **Carried**

Motion: Agreed by consensus that Collier Street United Church is requesting a pastoral relations liaison from Shining Waters Regional Council for a Short Term Supply appointment to facilitate the role of a Pastoral Care Director (September – December 2022) while Rev. Hewitt Holmes is on Sabbatical. **Carried**

3. Finance Task Force Update

Terry Tizzard provided an update to the Board regarding property projects.

- Elevator construction is well underway. Elevator One is the contractor to install the new elevator in the summer.
- The Sanctuary doors at the front are being explored to be refinished, replaced, or redesigned.
- A proposal for the Lobby refresh project sponsored by the UCW was presented to the Board before the meeting. The project would include furniture updates, a potential water fountain, and new plants or greenery.

Motion: agreed by consensus that the Lobby refresh proposal, resourced by the UCW, for \$3,000.00 be approved, suspending the purchasing policy for two quotations. **Carried.**

Finance Chair Laurie Crosson provided an update. The Board was given the financial package before the meeting for their review. It was noted that the operating account is at a low level and will be monitored regarding the need to access the line of credit. We remain thankful for the congregation's kindness each month.

Motion: Agreed by Consensus that the Finance Task Force Report and the YTD Financials as of April 30, 2022 (Income of \$96,083.76) and Expenditures of \$139,599.72) be accepted. **Carried**

The New Constitution & Time Treasure and Talent Team

Chair Lianne Patterson asked the team to articulate key learnings from the implementation of the new constitution:

- Struggles with Social Action initially but proud of how it has come together.
 - Thrilled with the volunteers outside of Collier who help with the breakfast program each week.
 - Need to start delegating some of the responsibilities to others, and
 - More Volunteers to be part of the growth.
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We agreed by consensus to extend the meeting beyond 9:30 pm.

4. Leadership Mentorship and Growth

Chair Lianne Patterson asked the team to articulate key learnings from the implementation of the new constitution:

- Newly formed team still coming together.
 - Envisioning who we are as a church family;
 - Looking at growth differently ;
 - Working on training programs for the Board and congregation,
 - Concerns about the depth of volunteers to take over keyboard positions, and
 - Lots of opportunities for training and mentoring.
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5. Anti Racism Next Steps

Chair Lianne Patterson shared key learnings from the workshop titled “Forty Days Of Engagement.” The thought surrounded Day 17, titled “Curiosity and Openness.” Group shared in an enlightening discussion.

Motion: By consensus to adjourn at 10:08 pm. **Carried**

Sending Prayer – Rev. Hewitt Holmes.

Next Meeting: Tuesday, June 28th, 2022, at 7:00 p.m. at Collier United Church.

Chair, Lianne Patterson

Secretary, Steve Harding