



Southampton United Church Executive Board Minutes
April 8th, 2026

Present: Rev. Heather Davies, Shalayna Trelford-Ladd, Ridley Gillmore, Karen Plaskett, Dennis Connell, Anne Marriott, Laurel Silenzi, Brian Frook

Regrets: Ann-Marie Collins, Dave Armchuk, Christina Edwards

Shalayna Trelford-Ladd took minutes

Welcome/Opening Prayer: Moment of silence and prayer, Rev. Heather Davies

Approval of Agenda

Motion: To accept the agenda with amendment **by** Ridley Gillmore, **2nd** Anne Marriott. **Carried.**

Approval of Minutes

Motion: To approve the minutes from March 18th, 2026 **by** Dennis Connell, **2nd** Laurel Silenzi. **Carried.**

Business Arising:

1. The Hub Committee will be meeting soon to discuss the HUB (marketing, pricing, etc). Waiting for a meeting with John Neff and Greg Smith-Young to find out how the Region will assist, if at all.
2. Search Committee

The Search Committee had their first meeting on March 26th, 2026. Everyone is getting along and has chosen a role. The Search Committee is down to eight members following one person stepping down due to family illness.

Laurel Silenzi has been added onto ChurchHub, but none of our documents are on there (ie. Living Faith Story, Financial History, contact information, etc.). Laurel Silenzi and Shalayna Trelford-Ladd have set a meeting for April 15th, 2026 to upload all necessary documents, information, and search committee members.

The Joint Search Committee's proposed budget comes to a total of \$21, 368, with each church paying \$10, 000 respectively. Sauble Beach-Hepworth has already gotten approval for this budget.

Motion: To approve the proposed Joint Search Committee budget **by** Laurel Silenzi, **2nd** Anne Marriott. **Carried.**

The proposed Joint Search Committee budget will be included as an addendum to the budget. An addendum paper and online copy will need to be made for the Annual General Meeting on April 19th, 2026.

3. Joint Collaboration Team

The Joint Collaboration Team met on April 8th, 2026 at Southampton United Church. There are four members in total, and all are getting along.

The Joint Collaboration Team is monitoring feedback about the time of service and whether that may need to change.

The Team also discussed how they will welcome and engage a new minister, and once a new minister is found the Joint Collaboration Team plans to morph into a transition team.

The Team will connect with the Search Team to discuss items involving funerals, old policies, when a person wants a minister outside of the church, and other protocol pieces.

The Team is working with Rev. Heather Davies to prepare the offices in Southampton United and Sauble Beach-Hepworth for the new minister. This includes cleaning, getting rid of previous ministers items, and potential physical changes.

The Team is also working on learning more and finding a pastoral charge supervisor for after Rev. Heather Davies leaves.

The M&P committee is going to look into what the policy is from the Region regarding mileage and how it is paid. A note is made that the Collaborative Agreement may need changes.

The topic of purchasing a laptop for the minister to use at both Southampton United and Sauble Beach-Hepworth was discussed. Further talks will be happening regarding this.

The Joint Collaboration Team will continue to meet monthly, with their next meeting scheduled in May.

4. Fundraising

The cost of supplies has gone up, meaning that currently we would only make a profit of \$240. Last year's batch turned a profit of \$320.

A discussion was had on whether to raise the price of the soap, with a consensus that it should be increased by at least \$1 for each size.

A list of other fundraising ideas was presented by Shalayna Trelford-Ladd. Further discussion on these fundraising ideas will be brought up at the next board meeting.

5. Grants

A discussion was had on what items a grant may be good for, with the suggestion of doing projects piece-by-piece.

Further discussions with Anne Roberts and the congregation will need to happen regarding any potential changes/improvements to the Green Boutique.

Laurel Silenzi will connect with Penny Inkster to look into grants for a new sign out front and accessibility (elevator).

New Business:

1. Letters for Sign

Bill Cunningham has requested the purchase of two new sets of letters for the outside board due to wear and tear and needing more of certain letters.

The sign at the bottom of the outside sign also needs to be redone to reflect the time of service change and a suggestion of including the Green Boutique as part of the permanent sign was made. It was agreed that the Green Boutique information should be added to the permanent sign.

Motion: To approve the purchase of two new sets of letters **by** Karen Plaskett, **2nd** Anne Marriott. **Carried.**

2. Food for the Annual General Meeting

A discussion was had on whether to make sandwiches or do a potluck. Consensus chose a potluck lunch with a sign-up sheet for congregation members to write what they plan to bring for sandwich, veggie/fruit tray, and squares/cookies.

Shalayna Trelford-Ladd to create a sign-up sheet and post on the bulletin board outside of the office. An announcement of the sign-up sheet will be done at service on Sunday.

Shalayna Trelford-Ladd to also make an attendance sheet for the Annual General Meeting.

Laurel Silenzi has volunteers to run around with the microphone for the Annual General Meeting and Meryl Gillmore will be in attendance to monitor the Zoom call. Someone is still needed to take attendance.

3. Nominating Committee

The Nominating Committee is still in need of finalizing before the Annual General Meeting. As it stands we have the following members confirmed to continue on the Board:

- Ann-Marie Collins: Chair of the Board
- Karen Plaskett: Outreach
- Dave Armchuk: Property
- Dennis Connell: Finance
- Anne Marriott: Member at Large
- Laurel Silenzi: Member at Large

Confirmation that Christina Edwards will continue as Worship representative is still needed. Karen Plaskett will reach out to confirm.

Current open positions needing filled are: Vice Chair and Trustees.

Karen Plaskett to reach out to Meryl Gillmore to be Trustees representative.

Dennis Connell and Brian Froom will set a meeting to discuss the Finance Committees role with the suggestion that this become a monthly meeting.

Minister's Moment: Rev. Heather Davies

No Report.

Office Administrator: Shalayna Trelford-Ladd

1. Green Boutique Garbage and Recycle

Garbage and recycling along with regular cleaning is not being properly done in the Green Boutique.

The ladies of the Green Boutique do not want to be the ones taking the recycle and garbage home with them. They have already gotten rid of some garbage bins to make it easier for the cleaners.

Ridley Gillmore and Dave Armchuk will meet with the cleaners to discuss the garbage, recycling and cleaning duties for the Green Boutique.

Music Director: Christina Edwards

No Report.

Team Reports

Trustees: Dave Armchuk

No Report. They will be meeting again soon.

Finance: Brian Froom

Brian went through the financial statement for March.

Motion: To approve the Finance Reports as presented from March 2026, **by** Laurel Silenzi, **2nd** Ridley Gillmore. **Carried.**

Motion: To approve the annual budget for 2026, **by** Dennis Connell, **2nd** Anne Marriott. **Carried.**

Motion: To include in the 2026 budget a line item for the Search Committee of \$10, 000, **by** Dennis Connell, **2nd** Laurel Silenzi. **Carried.**

A flag was made for the HUB pricing being different from what is currently stated in the annual budget. This will need to be brought up during the Annual General Meeting.

Property: Dave Armchuk

No Report.

Worship: Karen Plaskett

No Report.

Outreach: Karen Plaskett

No Report.

M & P:

Pulpit supply is set until the end of September.

Laurel Silenzi will reach out to her student contact to see if interested in doing pulpit supply.

Action Items:

Karen Plaskett: Discuss fundraising further with Anne Marriott, reach out to Meryl Gillmore and Christina Edwards about Nominating Committee

Anne Marriott: Discuss fundraising further with Karen Plaskett

Laurel Silenzi: Reach out to Penny Inkster regarding grant writing for new outside sign and accessibility (elevator), meet with Shalayna Trelford-Ladd about ChurchHub, contact student minister about pulpit supply

Brian Froom: Meet with Dennis Connell, create addendum sheet for AGM

Shalayna Trelford-Ladd: Meet with Laurel Silenzi about ChurchHub, create sign-up sheet for AGM potluck, create attendance sheet for AGM, order new letters for the sign

Ridley Gillmore: Connect with Dave Armchuk and the cleaners regarding Green Boutique cleaning, garbage, and recycle.

Thank you cards: None.

Closing Prayer: Rev. Heather Davies

Meeting Adjourned: Date of Next Meeting: May 13th, 2026 at 1 pm at Southampton United Church