



Southampton United Church Executive Board Minutes
January 28th, 2026

Present: Rev. Heather Davies, Shalayna Trelford-Ladd, Ridley Gillmore, Brian Frook, Ann-Marie Collins, Christina Edwards, Karen Plaskett, Dennis Connell, Anne Marriott

Regrets: Dave Armchuk, Laurel Silenzi

Shalayna Trelford-Ladd took minutes

Welcome/Opening Prayer: Rev. Heather Davies

Approval of Agenda

Motion: To accept the agenda as presented **by** Ridley Gillmore, **2nd** Dennis Connell. **Carried.**

Approval of Minutes

Motion: To approve the minutes from December 17th, 2025 **by** Karen Plaskett, **2nd** Christina Edwards. **Carried.**

Motion: To approve the minutes from January 8th, 2026 **by** Dennis Connell, **2nd** Ridley Gillmore. **Carried.**

Business Arising:

1. Regional Worksheets

The worksheets have been sent to the appropriate body and are awaiting approval sometime in February.

There was one small change that was needed, but it is considered a friendly amendment so there was no need to resend.

2. Position Description

Has been approved.

3. Collaborative Agreement with Sauble Beach-Hepworth

Rev. Heather Davies is going up this Sunday to get final approvals. If they do approve, we will be in a collaboration by March 2026.

4. Joint Search Committee

Laurel Silenzi has agreed to be on the Joint Search Committee, and may have Anne Roberts on board as well.

Rev. Heather Davies will discuss during her meeting with Sauble Beach-Hepworth on Sunday about cutting down the number of people on their committee so that the numbers are even between both churches.

An announcement will be made after service this Sunday, where a description of what being on a Joint Search Committee entails.

5. February 8th Worship with Sauble Beach-Hepworth

On February 8th, Sauble Beach-Hepworth will be joining us for service as they didn't have a worship service planned.

6. Meeting with St. Andrew's Presbyterian

A positive meeting where all in attendance were interested in sharing a worship space.

We ended the meeting asking them to think on how they want to do this. Whether through sharing the building, renting it out, if they wanted to do both services in one building, or amalgamate with us as a congregation. There is also the option to share a service or do a separate service.

They will be joining us during the Lenten Lunches to feel out the space.

New Business:

1. Annual Report and Annual General Meeting

The Annual General Meeting will be held on April 19th, 2026.

The Annual Report deadline for reports will be on February 11th.

February 11th will also be the deadline for newsletter submissions.

Minister's Moment: Rev. Heather Davies

February 11th Rev. Heather Davies has been called in for jury duty in Walkerton.

On Holiday's:

- February 15th - Elizabeth Mooney is going to be doing service
- Sometime within April or May - Will have the Silver Lake camp join us with a float person who will lead a service
- June 28th - June 21st will be Rev. Heather Davies last service with the congregation

There will be a mini service on February 15th for Rockton's last day with us on the HUB. Ann-Marie Collins will be leading this service.

Office Administrator: Shalayna Trelford-Ladd

1. Update pricing list for bookings

Shalayna Trelford-Ladd and Ridley Gillmore will meet on February 4th to finalize.

Music Director: Christina Edwards

Christina Edwards will be on holiday in June.

Team Reports

Trustees:

Ken Harlock has agreed to join the Trustees team.

The next meeting is on February 25th.

Finance: Brian Fook

1. Finance

Brian Fook went through the December financials and Special Purposes Report.

We had one funeral that brought in money, but we also had one concert that we lost money on.

Motion: To accept the finance and special purpose reports as stated for December 2025, **by** Ridley Gillmore, **2nd**, Dennis Connell. **Carried.**

2. 2026 Budget

On March 1st we will begin sharing finances with Sauble Beach-Hepworth, but we won't feel the effects until April.

Sheffield and Lynden have agreed to move their service to 11 am to continue joining us on the HUB.

We will no longer need to pay the region for the satellite boxes. There is a meeting to come that will discuss what all of this means and also how to market the HUB.

Our regular fee for the HUB was taken out for December. Brian Froom will be in contact with the region to get this sorted out.

2026 Annual Budget to be approved at next meeting before being added to the Annual Report.

3. Accessing the Manse Fund and other GICs for Cashflow

A letter will be created and all acting signatories on the account will sign before Brian Froom takes it into Meridian Credit Union.

The trustees have a couple GICs that are carrying over that we would prefer not to touch.

Motion: To redeem the \$28, 803 GIC from Meridian Credit Union, **by** Karen Plaskett, **2nd**, Anne Marriott. **Carried.**

Property:

1. Recycling

We need to create a set schedule for recycling.

We will have the cleaning people make up the blue bags full of recycling and leave them in the kitchen for someone to pick up after service on Sunday.

Dave Armchuk will need to reach out to John Todd to ensure shovelling is being done on Wednesday's and Thursday's.

Worship: Karen Plaskett

1. Lenten Lunches

We are the host for Lenten Lunches this year.

Shalayna Trelford-Ladd will create a sign-up sheet to go on the board.

2. February 8th Potluck with Sauble Beach- Hepworth

Anne Marriott has generously decided to donate the money needed to purchase extra food from M&M Meats for the potluck.

3. Template Design

A template for those who will be leading service is in the works so they will know how to do our unique way of service.

Outreach: Karen Plaskett

1. World Day of Prayer

We are the hosts for this year's World Day of Prayer on March 6th.

A planning meeting will be held this afternoon.

We will be in charge of hosting the food portion after the service as well and will need volunteers to hand out bulletins and food. Tech services will also be required.

M & P:

The M&P team met with all staff members and new contracts for the year have been signed.

Action Items:

Dave Armchuk: Reach out to John Todd to ensure shovelling on Wednesday and Thursday; Talk to cleaners about recycling.

Shalayna Trelford-Ladd: Make sign-up sheet for Lenten Lunches

Brian Froom: Finalize draft of 2026 Annual Budget for next meeting; Redeem Meridian GIC; Contact region about HUB auto payment

Rev. Heather Davies: Announce Joint Search Committee announcement at service

Thank you cards: To John Todd for his shovelling. Brian Froom will include the card with his next payment.

Closing Prayer: Rev. Heather Davies

Meeting Adjourned

Date of Next Meeting: February 25th, 2026 at 1:30 pm, Southampton United Church