



Southampton United Church Executive Board Minutes
March 18th, 2026

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

Regrets:

Shalayna Trelford-Ladd took minutes

Welcome/Opening Prayer: "The Common Good" read by Rev. Heather Davies

Approval of Agenda

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

Approval of Minutes

Motion: To approve the minutes from February 25th, 2026 **by** Anne Marriott, **2nd** Dave Armchuk. **Carried.**

Business Arising:

1. St. Andrews Presbyterian

An email was received from Linda Doll following the Annual General Meeting of St. Andrews Presbyterian. At this time, they will not be moving forward with a collaboration, but will continue to stay in touch for the future.

2. Recycling

The cleaners have not been contacted and the board feels that it would put more of a burden on the cleaners to have them taking the recycling.

Church and Board members will continue to take bags of recycling home with them. We will see how this arrangement goes and revisit if it is not working.

3. HUB

The HUB Committee will be meeting soon to discuss the HUB.

New Business:

1. Search Committee

A Search Committee has been made official and comprises: Laurel Silenzi, Ridley Gillmore, Anne Roberts, and Angela Richard. There are a total of four committee members for Sauble Beach, one from Hepworth, and four from Southampton United.

A mandatory training session with the Region was done by all Southampton United members and the first meeting of the Search Committee will occur on March 26th, 2026 at Southampton United Church with the option to join over Zoom.

A joint job description with Southampton United Church and Sauble Beach-Hepworth will need to be created for the shared ministry position.

The full process for finding a minister may take up to a year, and a budget will need to be created and include moving expenses.

2. Joint Coordination Team

The Joint Coordination Team composed of Karen Plaskett and Karrie Reich met on March 10th, 2026. They discussed the topic of communication, how to conduct services, transparency, mileage, pulpit supply, activities, and moving forward.

The Joint Coordination Team recommends the two boards have a yearly joint board meeting before their Annual General Meetings.

The discussion of ways to collaborate on activities was discussed, with options including more joint services, a potluck, and the Sauble Beach BBQ which Southampton United Church members are encouraged to attend.

The next meeting of the Joint Coordination Team will be on April 8th at 10 am at Southampton United Church.

3. Fundraising

Karen Plaskett and Anne Marriott discussed the option to bring back the laundry soap and rhubarb pie fundraisers this year after many people have asked for them.

Karen Plaskett and Anne Marriott will discuss further about fundraisers. The soap fundraiser seems like one that can continue, while rhubarb pies will be a bigger endeavour.

4. Grant Writing

Penny Inkster has offered to do some grant writing for Southampton United Church.

Laurel Silenzi will reach out to Penny Inkster to discuss grant options further.

Minister's Moment: Rev. Heather Davies

Heather Davies is working on finding the balance being a shared minister with Sauble Beach-Hepworth.

There may be an opportunity to join Sauble Beach-Hepworth in finding a part-time supply minister (a 10% minister with Pastoral Care). This would not take away from the regular minister, but could be an option to look into further.

Heather notes there will be some longer services held by Sauble Beach-Hepworth that will require her to be late to starting service for Southampton United Church. This is something that may become an issue with the new minister that will need to be discussed. In the meantime, the transition seems to be going smoothly.

A suggestion for Christina to play longer for social time was discussed.

There may be a need to have Sauble Beach-Hepworth to change their service start time to 9 am instead, which Heather thinks they would be open to.

Office Administrator: Shalayna Trelford-Ladd

1. Annual Report

The final deadline for submissions is March 20th by end-of-day so that Shalayna Trelford-Ladd can meet the deadline of March 29th to send out the Annual Report.

We are still missing the Pastoral Care, Stewardship, Music, and Technology sections.

2. Weddings by John Lougheed

Motion: To accept the weddings that John Lougheed will perform:

- Megan Bezruki and Brock Emrich on June 13th, 2026 at the Wren Event Centre, St. Jacobs
- Sarah Cox and Justin Wood on July 4th, 2026 with rehearsal July 3rd at Southampton United Church
- Jordann Horsburgh and Scott Chilton on September 18th, 2026 at the Walper Hotel in Kitchener

- Samantha Murray and Keenan Burnett on September 26th, 2026 at a family home in Waterloo
- Essie Liu and Scott Parkhill on October 11th, 2026 at the Britannia Yacht Club in Ottawa

By Laurel Silenzi, **2nd**, Ridley Gillmore. **Carried.**

3. Pricing List Updates

The topic of charging for a custodial fee was discussed. As of now, custodial fee will be on a case by case basis.

4. Sign-Up Sheet for Special Events

Has been approved.

A clipboard with the sign-up sheet for each event and who worked it will be available on the bulletin board by the offices.

Music Director: Christina Edwards

No Report.

Team Reports

Trustees: Dave Armchuk

A meeting was had, but another meeting will need to be held that includes Brian Froom to get an understanding of the funds available.

Brian Froom will look for a copy of the insurance policy for the next meeting.

The Trustees will meet on April 13th at 10:30 am.

Finance: Brian Froom

Motion: To approve the Finance Reports as presented from February 2026, **by** Dennis Connell, **2nd** Karen Plaskett. **Carried.**

The 2026 Annual Budget is still in need of approval.

Property: Dave Armchuk

Dave Armchuk is on vacation until April 9th, 2026.

Worship: Karen Plaskett

A discussion on using name tags was floated with consensus to reuse the existing ones in the office and reprint the tags as needed. Further discussion will be had about purchasing newer ones if the name tags are being used consistently.

The recommendation was made to close for Marine Heritage Day on July 26th (confirmation of date needed). All were in agreement to close and invite Sauble Beach-Hepworth to attend the Marine Heritage Service.

Motion: To transfer Penny Inkster's membership from Port Elgin United Church to Southampton United Church on April 5th, 2026 **by** Dave Armchuk, **2nd**, Anne Marriott. **Carried.**

Outreach: Karen Plaskett

On March 29th, instead of a potluck we will be having a "Clean-out-the-freezer" soup lunch. Contributions will be donated to the Living Hope Food Bank.

Another potluck is planned for May for Habitat for Humanity.

M & P:

A discussion was had on how to pay for the pulpit supply person. It was agreed that the payment itself would be halved between Southampton United Church and Sauble Beach-Hepworth with each paying \$175 + mileage.

Motion: To pay \$175 a Sunday plus mileage by each church, Southampton United Church and Sauble Beach-Hepworth, **by** Ridley Gillmore, **2nd** Laurel Silenzi. **Carried.**

Action Items:

Karen Plaskett: Send copy for email about Joint Coordination Team to Shalayna, talk with Anne Marriott about fundraising

Laurel Silenzi: Reach out to Penny Inkster regarding grant writing

Brian Froom: Find insurance policy and bring to Trustee meeting, finalize 2026 Annual Budget

Shalayna Trelford-Ladd: Create sign-up sheet for events

Thank you cards: None.

Closing Prayer: Rev. Heather Davies

Meeting Adjourned: Date of Next Meeting: April 8th, 2026 at 1 pm at Southampton United Church