

Board Meeting - Minutes

Tuesday, January 16, 2024 7:30 p.m. in the CE Hall

IN ATTENDANCE: Sandra Macdonald (Chair), Larry McRae, Marianne McRae, Bill Utting, Steve Hardaker, Linda Hardaker, Sue Foss, Marie Varhrmeyer, Lyndsay Gazzard (9)

REGRETS: Rev. YongSeok Baek, Nancy Utting, Rev Doug Jones

OPENING PRAYER: Marianne McRae opened the meeting with a prayer.

CHAIR OPENING STATEMENT: The Chair advised that despite the absence of both Rev Baek and Rev Jones the meeting would continue. Those issues requiring full voting members to be in attendance would be postponed to the next meeting.

ACCEPTANCE OF AGENDA: Chair

Linda Hardaker asked why the Facility Request Policy was removed from the agenda. Lyndsay Gazzard advised that the policy was now completed and being formatted for distribution so no further discussion by the Board was required.

Motion: To accept the Agenda. Moved by Marianne McRae, seconded by Linda Hardaker, carried by all.

ACCEPTANCE OF PREVIOUS MINUTES: Chair

Motion: To accept the minutes of the Church Board meeting held on Tuesday November 21, 2023. Moved by Larry McRae seconded by Steve Hardaker and carried by all.

CONTINUING ITEMS ARISING FROM PREVIOUS MINUTES : Sandra Macdonald

1. **Remit 1:** Larry McRae

Due to the lower attendance at this month's meeting this item was moved to the next meeting's agenda.

2. **Security Grant Update:** Bill Utting/Marianne McRae

Marianne McRae advised that in addition to the original grant amount of \$7500, a further \$7500 was also available as a "top up" grant. Bill discussed the new security measures he would introduce to be funded by the grant (these are outlined in the Property Committee Report) and totaled \$8451.27 including tax. The tax is refundable.

Motion: To accept the security recommendations as outlined in the Property Committee Report and move forward with them as soon as possible. Moved by Bill Utting, Seconded by Steve Hardaker and carried by all.

CONSENT AGENDA: Chair

Consent Agenda reports had been submitted and circulated prior to the meeting.

Reports were received from the following committees; Property, Ministry & Personnel, UCW, Worship & Faith Life and Trustees. The Finance Report was lifted for further discussion.

Motion: To accept the Consent Agenda. Moved by Linda Hardaker, seconded by Sue Foss, carried by all.

NEW BUSINESS: Chair

1. Setting the Date for the Annual Meeting - Congregational Chair

Decision: The date for the Annual Meeting was set for SUNDAY MARCH 3, 2024 following the worship service.

2. Committees of the Church 2024 - Sandra/Steve H.

Steve agreed to collate all Committees' participants for 2024. He highlighted that there were vacancies in most committees and the Chairs of each Committee had been asked to reach out to others directly to help fill seats. Steve asked that the Worship & Faith Life Committee review their membership as they have 2 voting positions on the Board. Marie Vahrmeyer said she would review it with the Committee.

Decision: It was agreed to make an announcement each Sunday for the next 3 weeks and include a request for new members in the bulletin for the next 3 Sunday's to help recruit some new members.

3. Board Meeting Timing - Sandra

Some requests for a change to the timing of the Board meeting had been received by the Chair. This was discussed but daytime meetings were rejected due to members' work schedules.

Decision: It was agreed that meetings should remain on the 3rd Tuesday of each month (excluding July, August & December) but be changed to 7PM and return to being held in the Sanctuary.

4. Church Sign Update - Steve Hardaker

Steve requested that the Board consider an electronic sign similar to the one at the Lions Club instead of the current manual outside sign. The current sign requires 2 people to change it sometimes in inclement weather conditions and the frequency of changes was increasing due to more activities at the church. It relies on Steve being available to make the changes. An electronic sign could be more easily changed from a home computer and would relieve the need for 2 people to be always available.

Decision: Steve was asked to research a new electronic sign and bring price quotes to the next Board meeting for consideration.

5. Finance Budget Update - Linda Hardaker

Linda led the Board through the detailed Budget assumptions for 2024.

Discussion around the 2023 actual costs reflected the deficit that was expected but it was smaller than expected due primarily to a significant contribution by the UCW. The 2024 budget has an assumption for a deficit again, as givings continue to be lower than planned expenses.

The Board thanked Linda and her Committee for the considerable amount of work required in preparing the Budget each year. The Budget presentation will be made to the congregation at the Annual Meeting in March for their consideration.

Motions:

- 1. For the 2024 budget presentation to be proposed to the congregation, the Finance Committee proposes a \$153,371 income budget to offset a \$192,237 expense budget for 2024 leaving a deficit for 2024 of \$38,866 leaving an operating bank balance of \$99,717;**
- 2. For the 2024 budget presentation to be proposed to the congregation, the Finance Committee proposes capital expenditures of \$10,000 for 2024 leaving a capital bank balance of \$49,160.**

Moved by Linda Hardaker, seconded by Bill Utting and carried by all.

FACILITY REQUESTS: Bill Utting

No new requests have been received.

CORRESPONDENCE: Chair

There was no correspondence received.

COMMITTEE REPORTS: No further reports were added

LAST CALL FOR ADDITIONAL ITEMS: Nothing further was added.

NEXT MEETING: The next Board meeting will be TUESDAY FEBRUARY 20TH AT 7pm in the Sanctuary.

MOTION TO ADJOURN: Moved by Lyndsay Gazzard, seconded by Sandra McDonald

CLOSING PRAYER: Sandra McDonald