

ST. DAVIDS-QUEENSTON UNITED CHURCH
CHURCH BOARD MINUTES
MARCH 18, 2026

Present: Rev. YongSeok Baek; Sue Cote; Judy Kerr; Linda Hardaker (acting Chairperson); Steve Hardaker; Rev. Doug Jones; Larry McRae; Marianne McRae (Secretary) and Bob Prentice

Regrets: Sue Foss; Sandra Macdonald; Bill Utting and Nancy Utting

1. **Opening Prayer:** Rev. Baek
2. **Acceptance of Agenda:** It was moved by Doug and seconded by Judy to accept the proposed agenda for this meeting. Carried
3. **Amendment to Previous Minutes:** Under Item 7 re: facility requests, Linda requested that the addition of “or the activity serves as outreach” be included.

Linda has clarified that while we do have our Board-approved Facility Use Policy that guides our management of our facilities and users, after reviewing CRA’s guidelines for charitable organizations, there are two criteria that can circumvent our Facility Use Policy Fee Schedule: 1. support to another charitable organization; and, 2. support to local outreach, like we do for the Scouts, Cubs, Beavers. It has been suggested we update our Facility Request form with the following two questions:

1. Are these requests for another charitable organization (i.e., Kiwanis, Rotary, etc.)?
2. Are these requests to support local outreach? (i.e., local youth)?

If the answer to either of these is ‘yes’, then we can override our Facility Use Policy and request either a non-receipted donation or offer at no charge and still be compliant with the CRA.

Acceptance of Previous Minutes as amended: It was moved by Sue and seconded by Steve that the minutes of the February 17, 2026 meeting be accepted as printed. Carried

4. Continuing Items arising from the previous minutes:

- a. Sue reported that she had received a draft copy of the Annual Report from Kathleen. It will also be sent to Linda.
- b. Steve reported that he has completed a review of the Church Website with the following notations:
 - i. Edited and updated wording on several pages including updating the Online Giving page replacing all references to Canada Helps with the church donation email address; all references to Rev James have been removed as has text about the Nursery.
 - ii. He has requested 4 pages be removed by our webmaster:
 1. Over 80s Luncheon: <https://www.stdavids-queenstonuc.ca/over-80-luncheon>
 2. COVID-19 Workplace Safety Plan: <https://www.stdavids-queenstonuc.ca/covid-19-workplace-safety-plan>
 3. Faith and Culture Group, <https://www.stdavids-queenstonuc.ca/faith-and-culture-group>
 4. Vacation Bible School, <https://www.stdavids-queenstonuc.ca/vacation-bible-school>
 - iii. There is a need to create new pages:

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- iv. He has asked for a new page for Confirmation Classes be added under the EDUCATION tab and a page for our Youth Group under the FELLOWSHIP Tab. He will work with Rev. Baek to populate the appropriate text for these new pages.
- v. He has also requested Kathleen provide a short bio and photo for the Minister and Staff page.
- vi. Sue offered to proof the changes to the website once they are complete.
- vii. Larry mentioned that there is no link to our website when using the Google Search app. Rev. Baek corrected this issue right away.

5. Consent Agenda: Reports were received from the following groups: Christian Education and Finance.

Rev. Baek reported on our Anniversary Speaker – Brenna Baker – that she will make a short presentation during the service and a more detailed presentation following the potluck lunch. She wants to check our financial report. Her position with the United Church is Stewardship. Her focus will be on Legacy Giving.

MOTION: It was moved by Steve; seconded by Doug and carried to accept the previously submitted reports - with the addition of discussion - for the consent agenda.

6. NEW BUSINESS

- a. Par Users: Judy asked if we could provide these folks with a small laminated card that they could place on the offering plate as they don't have an envelope to contribute. She also mentioned that more visitor envelopes are needed in the pews. Sue noted that it is supposed to be up to the ushers to keep these well-stocked. Kathleen will be asked to run more off.

7. Facility Requests: Steve reported that Lisa Brillon has changed the requested week for her music camp to July 27 – 31 to avoid the Carnival week.

8. Correspondence – none

9. Further Committee Reports

- a. Ministry and Personnel: Sue reported that Margaret (our caretaker) will be having cataract surgeries on April 17th and May 13th. She won't be able to lift for a few weeks after. She hopes to have her sister come in to help her but if that doesn't work out, we may have to have volunteers clean the washrooms, etc. Margaret also has difficulty accessing the calendar of church activities on her phone. It was suggested that Kathleen could give her a printed version and also post one on the bulletin board.
- b. Spiritual Care: Steve reported that the Spiritual Care Committee will meet on March 25th.
- c. Regional Council: Larry reported that this committee doesn't meet until June. At a recent NAUC meeting, a representative from head office explained why we have assessments and what they support. If we have trouble making payments, the person to contact is Beverly Tyhurst.
- d. Fundraising: Bob reported that his group has some irons in the fire.

10. Further business: Steve suggested that the date of the next meeting should be moved forward on the agenda before adjournment. The motion to adjourn should be last.

11. Closing prayer was offered by Rev. Jones

12. Next meeting: Tuesday, April 21st, 2026 at 7 p.m. in the Sunday School Room.

13. Adjournment at 7:35 p.m. was moved by Judy.