

**OAK BANK UNITED CHURCH
UNIFIED BOARD MEETING MINUTES
November 8, 2017**

PRESENT: Ardith Cook, Marge Habing, Karen Hunt, Lawrie Kyle, Kathy Randall, Maureen McCartney, Joan Nurse, Hans Peper, Brenda Tjaden, Stacey Walterson, Kori Van Ryssel, Barb Zawada, Doug Zawada, Bobbie Tucker, Kim Reid, Ian Reid

REGRETS: Barb Bromilow, Karen Ivison, Bruce MacLean, Nettie Rayner

CALL TO ORDER: Bobbie Tucker called the meeting to order at 7:12 p.m.

OPENING PRAYER: Led by Maureen.

Mission and Vision read in unison.

Acknowledgement of Treaty Land read by Marge Habing.

ADDITIONS TO THE AGENDA:

APPROVAL OF MINUTES:

#43, 2017 Motion: To approve the minutes of the October 10th, 2017 Board meeting.

Moved by: Brenda Tjaden **Seconded by:** Kori Van Ryssel **CARRIED**

BUSINESS ARISING FROM THE MINUTES:

1. The German church has exited as of Oct 16/17. Walter emailed Barb regarding the last cheque coming, the keys to be dropped off, and to request an opportunity to come after church one day to serve coffee and cake in thanks of allowing them to rent the space. Nov 26th was suggested and Barb will find out if that works.
2. Adult Christian Education library discussions and decisions are referred to the CE committee to determine the placement, volunteer co-ordination, separation of children's and adult materials, and who is prepared to lead efforts. In the meantime a group of volunteers may start sifting through the materials.
3. Constitution revisions were circulated by Barb Zawada in preparation for the Annual Meeting February 27. The Executive will review and finalize a draft with any changes for the next Unified Board meeting.
4. On Christmas Eve, Maureen will do the afternoon, candlelight and Dugald services. There will be no morning service on that Sunday.

CORRESPONDENCE IN / OUT: None

MINISTERS' REPORT: As previously sent by Maureen.

TREASURER'S REPORT: Presented by Lawrie Kyle.

#44, 2017 Motion: That the October, 2017 budget be accepted as presented. Lawrie will check which line the excess from the retreat spending should go back under. The family of Norv Christopherson is discussing options for using funds that were donated in his memory. Ian Reid is working on a summary proposal of suggestions to mark his memory. On behalf of Outreach Joan pointed out the bursary/education fund

Moved by: Lawrie Kyle

Seconded by: Irene Peters

CARRIED

#45, 2017 Motion: That the following individuals be named as signatories to Oakbank United Church's bank account at the credit union: Lawrie Kyle, Kim Reid, Roberta Tucker and Ken Fanstone.

Moved by: Lawrie Kyle

Seconded by: Ardith Cook

CARRIED

PRESBYTERY REPORT: No meeting, no report.

COMMITTEE REPORTS:

Ministry and Personnel: As previously sent by Irene Peters.

Stewardship: Hans provided a summary of the giving campaign.

Christian Education: As sent by Karen Ivison.

Pastoral Care: No report.

Worship: Verbal report provided by Karen Hunt.

#46, 2017 Motion: To reimburse Holly for the decorations provided in the Blue Christmas service, to come out of Worship's budget.

Moved by: Karen Hunt

Seconded by: Barb Zawada

CARRIED

It was requested to put up the Mitten Tree after the Snowflake Bazaar.

Fellowship: No report. Volunteer Sunday with chili lunch is happening on November 19th.

Outreach: As sent by Barb Bromilow. Ministry students were asked to apply for amounts for bursaries but they are not comfortable asking for a specific amount. The Board had been looking for a certain amount of accountability and documentation of tuition requirements around the bursaries that are being provided to Ministry students. Outreach will discuss and finalize a policy for future bursary applications and approvals for the next meeting.

Building and Property: As submitted by Doug Zawada. Ducts will be cleaned in the church building. The rental agreements are being reviewed to ensure the language is clear around use of the commercial kitchen. A suggestion was made to assign a member of the church to supervise and/or liaise with renting groups for each event. The committee will revise the current rental agreement/policy and bring it to the Board for approval, with Barb Zawada taking the lead on this.

Ministry Profile: Has been changed to the Ministry Search Committee following the congregational meeting on Sunday.

GROUP/INDIVIDUAL REPORTS:

United Company: No formal report. Hans provided a brief update on progress.

#47, 2017 Motion: To spend a maximum of \$1200 for carpeting on the stage for the dinner theatre to replace the last one, which has been thrown out, to come from the 2017 Dinner Theatre fund.

Moved: Hans Peper **Seconded by:** Irene Peters **CARRIED**

#48, 2017 Motion: To spend a maximum of \$1000 for microphones and cables to improve the sound, to come from the 2017 Dinner Theatre fund.

Moved: Hans Peper **Seconded by:** Marge Habing **CARRIED**

Vision Fund: No activities since the last report.

NEW BUSINESS:

1. As committees are looking at budgets for the upcoming year, a thought towards goals should also be made. Lawrie and the Stewardship Committee have set a deadline to email these to Lawrie by December 7th.
2. The call for annual reports from each committee will be put in the bulletin right away, with a deadline set of January 21st to submit them to Wendy.
3. Wendy will be asked to inform everyone of the preferred format (font, file format, margins, etc.) to use for annual reports to facilitate compiling them into one large document.
4. The trustees and elders will meet to discuss recommendations for membership on those committees.
5. Barb is convening a Board nominating committee and invites suggestions for new members.
6. Guides have asked for the permission to do geo-caching on the church property.

#49, 2017 Motion: To allow the Girl Guides to use an unobtrusive spot on the property to stash a box for their geo-caching activities.

Moved: Barb Zawada **Seconded by:** Ardith Cook **CARRIED**

7. Maureen will pen a note of thanks to Sheila Perrault for the note and cookies sent for Thanksgiving Sunday.

CLOSING PRAYER: Maureen closed the meeting in prayer at 9:22 p.m.

NEXT BOARD MEETING: Wednesday, December 13th at **7:00 p.m.** (Coffee at 6:45 p.m.).

Chairperson: _____
Barb Zawada

Clerk: _____
Brenda Tjaden