Trinity United Church

Official Board Minutes

January 17, 2017

**Mission: To Grow In Faith, Fellowship and Service with Christ Jesus**

**Present:** Miranda Edwards (Chair), Barb Jones (Secretary), Rev. Doug Neufeld, Ken Knight (Treasurer), Louise Hume, Ralph Heard, Darlynne Smith, Linda Friesen, Larry Sage, Shirley Kernaghan

**Regrets:** Gloria McMillan, Keith Privat

The meeting was called to order at 7:00pm. Miranda welcomed all those present. Special thanks to Louise Hume for her three years as Chair of the Board during a challenging time at Trinity.

**Prayer offered by Miranda Edwards**

**Covenant of Leadership:**

**Ratification of Dec 29, 2016 committee of the whole meeting: Motion:** Louise Hume/Ken Knight That the motions made at the Dec 29, 2016 committee of the whole be ratified. Darlynne Smith abstained as she was not present at the December meeting. Carried

**Agenda: Motion:** Ralph Heard/Darlynne Smith That the agenda be approved with the following addition: Pictorial Directory Carried

Approval of the minutes of the Nov 8, 2016 will be tabled until the February meeting as they did not get distributed to all board members.

**Correspondence:** 2016 Statistical Information was received. Barb Jones to address this.

**Treasurer’s Report:** as circulated

**Motion:** Ralph Heard/Louise Hume That the cost of the AV Equipment project be split 50/50 between the Property Projects Account fund and the Memorial Fund. Carried

Thanks to the UCW for the $500 contribution towards this project.

**Motion:** Ken Knight/Darlynne Smith That the Treasurer’s report be accepted as circulated. Carried

**Trinity/Alexander Agreement: Motion:** Ralph Heard/Linda Friesen That the Trinity/Alexander agreement be accepted as presented. Carried

**Nominating update:** List of committees distributed and reviewed. Discussion about committees sharing information about the duties and events of their committee. Decision that each committee will speak for a few minutes at the beginning of worship about their committees.

* January 29th Presbytery and Outreach
* February 5th  CE and Worship
* February 12th BA
* February 19th Pastoral Care
* Property and M & P will be contacted to chose a date

**Committees:**

1. Reporting set dates of committee meetings- All meeting dates should be reported to Nikki. They can be placed in the newsletter and announcements and meeting dates should be recorded on the calendar at the front of the Committee Meetings Minutes Binder.
2. Reporting minutes of committee meetings –Minutes of all committee meetings should be placed in the Committee Meetings Minutes binder. Placing the minutes in the binder is the responsibility of the committee. Request that each committee’s goals be placed in the binder. Louise will place a binder in the Narthex for Committee Meeting Minutes.
3. Frequency of committee reports to the board- Decision that committees will report to the Board at the March, May, September and November meetings.

**Visioning Process:** Letter received from the Ad Hoc committee. Discussion regarding the process to follow to move forward with the visioning process. Decision that Miranda Edwards, Barb Jones and a member of the Ad Hoc committee will work together to facilitate a meeting on February 20. Plan for February 20 from 12-2.

**Remit 3-Office of the Vocation:** Rev. Neufeld provided information on the office of vocation suggested by Remit #3. Discussion occurred.

**Motion:** Louise Hume/Ralph Heard That the Official Board recommends approval of Remit #3. Carried

This will be brought to the congregation at the February 26, 2017 congregational meeting.

Remit 4 will be reviewed at the February Board meeting.

**Motion:** Darlynne Smith/Linda Friesen That the Pastoral Care report be accepted as presented. Carried

Thanks given to the Pastoral Care committee for all the work they have done in helping with the services at care homes throughout December.

**Minister’s report:** as distributed. Right Now media access was offered at $30US per month for a year so we have signed up for a year so UCW and the Worship Committee agreed to fund this. Invites have been sent out to everyone on the Trinity email distribution list. The new projector is installed and the new system is wired in. Some work still needs to be done at the control station.

**Fundraising:** Notice went out in the newsletter regarding the Fundraising Co-Ordination Task Group. Discussion of raising money to fund a paid choir director position for the fall.

**Motion:** Ken Knight/Darlynne Smith Move to extend the meeting for 15 minutes.

**Communication Matrix:** tabled to the February meeting

**Additions to Agenda:** Pictorial Directory: Question regarding when the directory is expected to be complete. The roster has not been completed yet, it is being worked on.

**Covenant of Leadership**

**Adjournment:** Ralph Heard at 9:15 p.m.

**NEXT MEETING:** February 7, 2017