

**OAK BANK UNITED CHURCH
UNIFIED BOARD MEETING MINUTES
October 10, 2017**

PRESENT: Barb Bromilow, Marge Habing, Karen Hunt, Karen Ivison, Bruce MacLean, Maureen McCartney, Joan Nurse, Hans Peper, Brenda Tjaden, Stacey Walterson, Kori Van Ryssel, Barb Zawada

REGRETS: Doug Zawada, Ardith Cook, Lawrie Kyle, Irene Peters, Kathy Randall, Nettie Rayner, Ian Reid, Kim Reid, Bobbie Tucker

CALL TO ORDER: Barb Zawada called the meeting to order at 7:15 p.m.

OPENING PRAYER: Led by Maureen.

Mission and Vision led by Barb Zawada

APPROVAL OF MINUTES:

#37, 2017 Motion: To approve the minutes of the September 1th, 2017 Board meeting.

Moved by: Kori Van Ryssel **Seconded by:** Karen Ivison **CARRIED**

BUSINESS ARISING FROM THE MINUTES:

1. Christmas Eve services: decision regarding number and timing of services deferred until next month. Maureen is stretched thin with the number of services. Will consult Linda Rodgers re: desire for Christmas cantata.
2. Evacuation fire drill set for October 1, 2017. Barb Zawada will speak with building and property to iron out logistics.
3. The German church will exit by Oct 15/17.

CORRESPONDENCE IN / OUT: None

MINISTERS' REPORT: As previously sent by Maureen.

TREASURER'S REPORT: Presented by Barb Zawada.

#38, 2017 Motion: That the September, 2017 budget be accepted as presented.

Moved by: Barb Zawada **Seconded by:** Brenda Tjaden **CARRIED**

PRESBYTERY REPORT: As sent by Bobbie and Joan.

COMMITTEE REPORTS:

Ministry and Personnel: As previously sent by Irene Peters.

#39, 2017 Motion: That the Unified Board approve Maureen McCartney to take off October 15, November 12 and December 10 and that Pulpit Supply is secured to lead those Sunday services.

Moved by: Kori Van Ryssel

Seconded by: Joan Nurse

CARRIED

#39, 2017 Motion: To approve the additional halftime appointment (20 hrs/wk) for Maureen McCartney effective January 1, 2018 to June 30, 2018 as per the new compensation model with the following terms :

1. Salary at Category C –COL 3 (DLM) halftime $\$53,967/2 = \$26,983.50$
2. Basic telephone for home (excluding personal long distance) N/A (already receiving \$480)
3. Continuing Education and Learning $\$1,393.00 /2 = \$ 696.50$ per year
4. Three weeks of study leave within each pastoral year including Sundays.
5. No less than three consecutive months of sabbatical after five consecutive years of service to the pastoral charge that is party to this covenant.
6. A minimum of one month vacation (including 5 Sundays) within each pastoral year (July 1 – June 30)
7. Moving expenses (based on reasonable estimates) Not Applicable
8. Adequate secretarial assistance defined as 12 hours per week
9. Travel expenses reimbursement (based on current Minimum Salaries for Ministry Personnel)
10. Pension and other benefits as assessed.

With the Pastoral Charge committing to remuneration of the ministry personnel through the Pastoral Charge Payroll Service (ADP) J01A

And that a copy of this motion and PR 450 Form be sent to the MNWO Settlement Commission with this request.

Moved by: Kori Van Ryssel

Seconded by: Barb Bromilow

CARRIED

#40, 2017 Motion: To offer a voluntary appointment to Tammy Bleue to take on a support role in education and pastoral care, and to offer her an honorarium not to exceed minimum wage and ending at such time as the positions are filled.

Moved by: Kori Van Ryssel

Seconded by: Marge Habing

CARRIED

Stewardship: Hans provided a summary of the excess balance situation currently showing on the monthly budgets. Givings have been strong in response to last year's fundraising drive; rental income has continued unexpectedly; and salary expenses have been below budget due to staffing changes.

Christian Education: As sent by Karen Ivison.

Pastoral Care: As sent by Kathy Randall.

Worship: As sent by Karen Hunt.

Fellowship: As sent by Nettie Rayner.

Outreach: As sent by Barb Bromilow.

Building and Property: As submitted by Doug Zawada.

#41, 2017 Motion: To accept a quote from Top It Paving and Ashphalt for pavement of the handicap parking lot area at a price of \$8500 + \$500 buffer (ie. Not to exceed total cost of \$9000). Money to be extracted from the general operating fund.

Moved by: Doug Zawada

Seconded by: Lawrie Kyle

CARRIED

Ministry Profile: Update provided by Kori Van Ryssel.

GROUP/INDIVIDUAL REPORTS:

United Company: No formal report.

Vision Fund: No activities since the last report.

NEW BUSINESS:

1. Changing the Unified Board meeting days during Dinner Theatre

Motion #42, 2017: For the upcoming 3 months, that Board meetings be held the second Wednesday of each month at 7pm, starting November 8th.

Moved by: Brenda Tjaden

Seconded by: Bruce MacLean

CARRIED

2. Church Library: questions and discussion around the resource requirements will be addressed at our next meeting.
3. Input is requested from the Board on changes that need to be made to the Church Constitution, so that they may be passed at next year's AGM.
4. The Executive approved of a request for wine to be served at Pam Buhr's Thanksgiving family gathering, which they rented the church for.

CLOSING PRAYER: Maureen closed the meeting in prayer at 9:35 p.m.

NEXT BOARD MEETING: Wednesday, November 8th at **7:00 p.m.** (Coffee at 6:45 p.m.).

Chairperson: _____
Barb Zawada

Clerk: _____
Brenda Tjaden