**Trinity United Church**

**Collingwood, ON**

**Board Meeting, 7:00 p.m.**

**Wednesday, October 13, 2021**

Present: Rev. Mary Elizabeth Piercy (non-voting), Joy Barr, Jennifer Young, Ruth Crittenden, Ray Piercy, Danielle York (chair), John Brown, Barry Rice, Bev Mayberry, Lori Forsythe (non-voting), Marion Sinclair (guest from Ministry and Personnel)

Absent: Doug Harrison, Barbara Downie

1. **Welcome**: from chair, Danielle.

**Opening Prayer:** Rev. Mary Elizabeth

2. **MOTION** to approve the agenda, Ruth Crittenden and Ray Piercy. Motion carried.

3. **MOTION** to accept the minutes of September 8, 2021, Ruth Crittenden and Jennifer Young. Motion carried.

4. **Correspondence:**

* Thank you letter from Airlie Suutari to the Outreach Committee and those responsible for the community dinners and the delivery of same. Airlie appreciates the technology and the team who bring the Trinity Church services into her home, allowing her to be part of our Sunday church services.
* Trinity United Church received a certificate of recognition from The South Georgian Bay Health Team. We are thanked for our ongoing commitment to our South Georgian Bay community by providing essential services during Covid-19.

5. Please note:

* An E-vote from September 13, 2021 approved the requested free use of space from Jasmine MacLellan of Collingwood Cares Community Outreach. Jasmine organized a Back To School Backpack program that ran out of Trinity on August 25th. Free space was offered for set up on the 24th as well.

**Business Arising from Previous Minutes**

6. Elevator – not working once again.

7. Rental Group follow-up with Lori is completed.

**Reports**

8. **Treasurer/Finance Committee:** submitted by Jennifer Young and attached.

- Jennifer presented the third quarter report, noting there has been a recent Estate Bequest to Trinity.

- Ruth Crittenden, as Board recording secretary, has been asked to communicate with CRA regarding changing Trinity’s authorized contacts. The new authorized persons will be Jennifer Young and Danielle York.

Ruth reported that, to this point, we have no one authorized with CRA as the previous ones expired in February of this year. Documentation will be sent to verify this authorization with CRA. (Action: Ruth)

- The amount of expense listed under Worship and Music of the 3rd quarter has been questioned. This will be looked up and an email will be sent to the Board members with the answer. (Action: Lori/Jennifer)

9. **Buildings and Grounds:** submitted by Danielle and attached.

10. **Spiritual Committee:** submitted by Doug Harrison and attached.

11. **Outreach and Social Action Report:** submitted byRay Piercy and attached.

- A table microphone will by purchased (Action: Ray) to allow church committee meetings to also be available to their committee members who prefer to attend via Zoom.

12. **Minister’s Report:** none

13. **Trustee Report:** submitted by Barry Rice and attached.

14. **UCW Report**: no report

15. **Ministry and Personnel:** Bev Mayberry

- Committee is looking at staffing roles, budget, and ministerial supply.

16. **Office Report:** no report

17. **WOW Region Report:** no report

Ruth will check the most recent WOW newsletters to see if a report should be sent out to Board members.

\*\*John Brown noted that since there is such a wealth of information in their newsletters, he would urge people to subscribe. (Ruth concurs.)

18. **MOTION** to accept all the reports, Ray Piercy and Joy Barr. Motion carried.

**New Business**

19. Search Committee: Ray Piercy

- The work continues.

20. Tech Support: Bev Mayberry/Danielle York

- Continuing to look for part time assistance.

* Ministry and Personnel recommends that Trinity advertises to hire an A.V. Tech. (Action: Lori/Danielle)
* The tech team also needs to train someone for the soundboard for mid-week funerals. (Action: newsletter request for a volunteer?)

21. Supply Ministry Plan: Bev Mayberry

- Thank you to Rev. Mary Elizabeth Piercy who has offered to do pulpit supply 2-3 times per month. Services have been planned through Advent. Rev. Mary Elizabeth will do Pastoral Care on an as-needed basis under her VAM umbrella. (Volunteer Associate Minister with Trinity)

**MOTION**: The Board confirms the agreement made between the Ministry and Personnel Committee and Rev. Mary Elizabeth Piercy. When acting as our pulpit supply minister, Rev. Piercy will be paid for fifteen hours per week.

Action: John Brown

* E-blast announcing Rev. Mary Elizabeth’s supply work with Trinity and giving her contact email address as:

minister@collingwoodunitedchurch.ca

22. Hybrid meetings: Bev Mayberry

- Covered earlier in the meeting

23. Financial questions from Ruth:

- A couple of memorial donations have been made to the church for the work of the UCW.

Action: UCW, when you require these funds, please let Treasurer, Jennifer, know and she will arrange payment of same.

- The recently received funds from a bequest will, for now, remain in the General Account and used if necessary. Currently, the Trustees are not transferring monthly amounts to the General Account.

24. Pickleball will resume. The Pickleball committee has stringent Covid protocols in place for those who sign up. A waiver is usually signed and this time it will include the necessity for complete vaccination. They will run the Pickleball in 2-hour sessions with only 8 people at one session.

25. Rev. Brian tribute Oct. 15 on YouTube at 7:30 p.m.

26. Update on our Historic Roll work:

 Ruth distributed a list with active full members and adherents for the Board members to peruse and report any perceived discrepancies. (Action: all Board members)

26. Drive through in church parking lot for those who wish to personally say good-bye to Rev. Brian. (Oct. 15; from 2-4:00 p.m.)

27. Trinity News deadline: October 20, 2021

**MOTION**: to adjourn, Barry Rice

Next meeting date: November 10, 2021

Chairperson: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Secretary: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ACTION ITEMS**:

**Ray Piercy:**

* buy table microphone

**Ruth Crittenden:**

* send out WOW news items if relevant for this time period
* continue with communication with CRA and send subsequently needed documentation

**Lori Forsythe**

* send out an advertisement for an A.V. tech support person
* send Ruth the Income statement from Quick Books to end of Third Quarter
* send email answer to the Board regarding the higher than expected expense amount under Worship and Music

**John Brown:**

* E-blast welcoming Rev Mary Elizabeth to the role of pulpit supply
* Newsletter request for a funeral tech person for mid-week (not sure if this was the decided-upon route to take…?)

**Danielle York:**

* Work with Lori to send out advertisement for an additional part-time tech person
* Work with John re finding a funeral mid-week tech person

**Jennifer Young:**

* work with Lori to determine Worship and Music Expense amount

**Joy Barr**

* request from Treasurer the memorial funds donated for UCW, when needed

**All Board members**:

* take a look at the two membership lists distributed at the meeting, specifically to determine any errors and to suggest any names of other adherents.