**Trinity United Church**

**Collingwood, ON**

**Board Meeting via Zoom**

**Wednesday, January 12, 2022, 7:00 p.m.**

Present: Rev. Mary Elizabeth Piercy (non-voting), Joy Barr, Ruth Crittenden, Ray Piercy, Danielle York (chair), John Brown, Bev Mayberry, Lori Forsythe (non-voting), Marion Sinclair, Doug Harrison, Barbara Downie, Barry Rice

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

**Opening Prayer:** Rev. Mary Elizabeth

2. **MOTION** to approve the agenda, Barbara Downie and Bev Mayberry. Motion carried.

3. **MOTION** to accept the minutes December 8, 2021, Ruth Crittenden and Barbara Downie. Motion carried.

4. **Correspondence**: none

**Business Arising from Previous Minutes**

5. Elevator: repair has been completed. Elevator is now functional.

6. No Action items from December need further follow up.

**Reports:**

7. **Treasurer/Finance Committee:**

Danielle reports that our new treasurer, Marion Sinclair, is working hard to familiarize herself with the church’s financial programs/needs**.**

Marion continues to work on the budget and ADP.

**MOTION**: to elect Marion Sinclair as Treasurer for Trinity United Church, Collingwood, ON.

Moved by Ruth Crittenden and Barry Rice. Motion carried.

Thank you to Marion for taking on this role for our church.

8. **Buildings and Grounds:** submitted byDanielle York and attached.

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

- Next meeting date of the committee is corrected to Feb. 2, 2022.

* John Brown of the Nominating Committee informed the Board of the following two position changes, effective after the Annual General Meeting:
* Beth Theis will become Chair of the Outreach Committee
* Ray Piercy will move over to be Chair of the Spiritual Committee and thus Co-chair of the Board.

Thank you to both Beth and Ray for assuming these new roles for 2022.

10. **Outreach and Social Action Report:** submitted by Ray Piercy and attached.

* Suggestion: a sign be affixed to the Food Box outside the church to let people know we have warm winter clothing available through our Warming Closet program. (Action: Ray)

11. **Minister’s Report:** Rev. Mary Elizabeth Piercy

* Rev. Mary Elizabeth reported that she attended a workshop regarding making hospital visits.

She was unable to be fitted properly from any of the several N95 masks that the hospital offers. No style would allow a pass of the seal test. Because of this, there might be some extreme cases of illness (Covid) she wouldn't be able to visit. In that case, the chaplain at the hospital, Erica Mills, would be happy to make a visit for her.

* Lenten Study guides have been ordered. Rev. Mary Elizabeth is planning a Zoom study for Lent. (Action: John Brown, newsletter item.)

12. **Trustee Report:** submitted by the Trustees and attached.

Barry Rice reports the following:

* Our year-end Balance Sheet is completed and the data has been sent to Doug French, our reviewer.
* Over the course of 2021, $16,561 (sixteen thousand five hundred and sixty-one) has been transferred from the Trustees to the General Account of the church.
* Forty thousand to be repaid from CEBA program has been invested until such time as repayment is necessary.
* The Organ Fund will remain a separate fund, as is required by UCC.

Action: Finance Committee will check on recent expenses/invoices for the organ and ensure that those monies are transferred out of the Organ Fund.

13. **UCW Report**: no report

Joy mentioned that one hundred dollars in Memorial Donations to the UCW would be used to purchase something in memory of.

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

- Bev reports that the Wellness Check link on the government website is not working correctly at the time being. Hopefully, it is under construction and will soon be operational again, enabling usage by our staff.

15. **Office Report:** none

16. **WOW Region Report:** submitted by Ruth Crittenden and attached.

Neither Barbara Downie nor Ruth, as Region representatives to WOW, had anything further to add to the report that contained items highlighted from the latest Western Ontario Waterways newsletter.

17. **MOTION** to accept all the reports, Doug Harrison and Ray Piercy. Motion carried.

**New Business**

18. Bank signing authorities will be changed to reflect the afore-mentioned Board position changes.

**MOTION**: from Ruth Crittenden and John Brown, that the banking authorities be changed as follows:

Remove Jennifer Young and add Marion Sinclair.

Remove Doug Harrison and add Ray Piercy.

Motion carried.

The following signing authorities remain unchanged:

Danielle York, Harry Wells, and Wayne Butters.

Signing authority remains at ‘two of’.

19. **Historic Roll:** Ruth Crittenden

* Recent tallies of the roll show that we have 179 members and 39 non-resident members totaling 218 (two hundred and eighteen) members.

In accordance with UCC Historic Roll policy that we “document in the session/board/council minutes all decisions to remove a name from the roll”, the following names have been removed by reason of Death in 2021 from the roll:

Mary Jean Affleck

Donald Dickson

Sandra Howie

Jean Jones

Elizabeth (Betty) Kelly

Roger Lockhart

Lorna Macdonald

Fumio (Frank) Maikawa

Edna Stewart

Wilda Tippin

Christiane von Herrmann

20. **Memorial Donations**: Ruth Crittenden

There are many donations to our church Memorial Fund made over the course of a year.

Suggestion: that we honour those who have been loved and remembered in this way by letting our congregation know this.

Suggestion: when we do a financial update in our bulletin (or newsletter) that mention could be made of those for whom recent memorial donations have been made.

21. **Draft Budget:** submitted by Danielle York and attached.

Discussion ensued.

Queries included:

- Mission & Service payment update;

- remittance of final 2021 Assessment to Region plus first remittance of the 2022 dues;

- assurance received that our books do show the forty thousand owed for our CEBA loan (Canada Emergency Business Account).

Please note: repayment of this amount has been extended to December 31 of 2023. If repaid by this date, a portion of the loan is forgivable.

22. **Shipyard Kitchen Party**:

This event netted Trinity $1058. (one thousand and fifty-eight)

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

Choir Leader position:

Bev submitted a general description of this new position and the actual advertisement wording.

* It was decided that even though a person cannot be actually hired until Covid regulations allow for a choir in the sanctuary, Ministry and Personnel would begin to advertise in February of this year.

Handbells:

Plans are underway to allow for a resumption of Handbell practices in a few months, with Covid protocols in place.

25. **AGM** (Annual General Meeting)

Action: Newsletter insert for the AGM as a Zoom meeting on February 13th, 2022.

\*\*\*Reports for the Annual Report are due to the office email address by January 30th.

26. **Board Vacancies**

* Ministry and Personnel Committee requiring two new members.
* The Trustees would like another member.

27. **Order of Nathaniel**

It was decided that we would institute a new feature to the existing practice of nominations. We will retain the rule of no previous recipients for nominations for the Order of Nathaniel and will add another category for a Companion award. This would allow for a particular nominee to receive more than one award over the years.

28. **Newsletter deadline**:

Trinity News submissions are due by January 19, 2022.

24. **In Camera**

**MOTION:** from Bev Mayberry of the Ministry and Personnel Committee and Barbara Downie that the meeting move to In Camera @ 8:27 p.m. Motion carried.

**MOTION:** by Bev Mayberry and Ruth Crittenden that we move out of In Camera discussion @ 8:41 p.m. Motion carried.

**MOTION**: from Bev Mayberry and Barbara Downie that the Board accepts, as per our discussion In Camera, the salary changes of the Handbell Leader and the Music Director.

Motion carried.

**MOTION** to adjourn, Barry Rice.

Next meeting date: February 9, 2022.

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

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

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

**Action Items** reiterated:

**Ray Piercy**

1. Affix a sign about the Warming Closet to the outdoor Food Box.

**John Brown**

1. Insert for Trinity News about ordering Lenten Study booklets and the possibility of a Study Group during 3 weeks of the Lenten period.
2. Newsletter insert for the AGM as a Zoom meeting on February 13th, 2022

Finance Committee: (**Danielle York**)

1. Check for recent organ repair invoices and, along with a current invoice, have Barry Rice arrange a transfer of the money out of the Organ Fund.
2. Bring the draft budget back to the February meeting for a motion from the Board to accept said budget.