

RHUC BOARD MEETING MINUTES
November 12, 2025
(to be approved at December 2025 meeting)



Present – Rev. Lee Ann Ahlstrom, David Leyton-Brown, Howe Foo, Carolyn You, Sue Baker, Ralph Dunham, Jane Ridout, Nancy Hart, Julie Horne, Doug Loweth, David Leyton-Brown, DJ McCready
Dianne McLeod,

Guest – Jane Wedlock

Regrets – June Blanchette

Devotion – Carolyn You

Land Acknowledgement - Howe

Approval of Agenda - approved

Approval of Minutes of Oct Board Meeting with correction - approved

Correspondence - SWRC email previously circulated re webinar Coping with Change

Minister's Report – Lee-Ann Ahlstrom

Motion:

Move that the council approve the Baptism of Fatemah Jouhair on Dec. 14, 2025, accompanier Joan Verner.

M/S – LeeAnn Ahlstrom /David Leyton-Brown

Approved

Business Items

Operations – Dianne – 4 quotes received for repair of the parking lot– in 2025 budget no allowance had been made for this

Motion

That RHUC board approve the hiring of Wilson Paving to do full replacement of the parking lot as soon as possible, based on the quote received- Building Fund monies to be used

M/S Dianne McLeod/ Jane Ridout

Approved

Ministry and Personnel -Sue

Motion:

That the RHUC board approve the M&P portion of the meeting be held in camera.

M/S Doug Loweth/ Julie Horne

Approved

Motion:

That the RHUC board approve the end of the in-camera session.

M/S David Leyton-Brwon/ Doug Loweth

Approved

Motion:

That the RHUC board approve the motions approved in camera.

M/S David Leyton-Brown/Doug Loweth.

Approved

Motion:

That the RHUC board grant Dan Plourde an extra week of vacation time (to be 5 weeks yearly) until his retirement as per RHUC practice.

M/S Sue Baker/David Leyton-Brown

Approved

Motion:

That the RHUC board approve, in addition to the January 2026 2.6% COLA increase, that Nava Javanshir receive a 5% salary increase effective on the 2 year anniversary date of employment April 29, 2026

M/S Sue Baker/Jane Ridout.

Approved

Sue and DJ will work on creating a step-policy for salary increases for the APRIL board meeting. Vacation increases are already outlined in RHUC Policy and Procedures manual.

Building Repair – Doug

- **Doug** will send out summary notes to Board members
- Engineering firm did assessment
- Trusses are new current area of concern
- Doug provided detailed diagram and explanation of current situation with trusses, along with a portion of a report from WSP draft report

Discussion:

- End of trusses evidence of moisture– generally leads to damage over time etc
- Still safe to be walking through sanctuary
- Easier to get grants for ceiling rather than roof repairs
- Engineers are recommending that no further ceiling work be done as the needed repairs on the roof would damage ceiling repairs
- **Doug** will investigate how much of the funding for Sanctuary repairs left to possibly be reallocated to roof - will work to provide estimates/quotes for trusses repairs
- organ loft repaired and east wall and much of vertical walls have been repaired
 - ribs also needed repairs
- no one inferred there is a danger of collapse
- work on trusses will damage plaster
- SWRC needs to be informed of where we are in this project
- **Harry** – will report to Community of Faith commission – needs to present facts with professional report - RHUC may need to pay for structural report

- WSP report is a draft at this point – some technical things not included eg moisture readings
- **Doug** to investigate- Historic Restorations – if contract interrupted then how does this impact? if work needs to be stopped how do we continue to maintain a good relationship with them?
- cost of repairs where trusses rest on the walls not known at this time
- congregation needs to have clear understanding of cost going forward to maintaining the entire building in the future
- information-sharing congregational meeting needed
- land trust conversation previously – Harry said work in progress at SWRC but property must remain UCC property

Great Thanks again expressed to Repair Team- **Doug** will share our thanks with the team.

Congregational meeting – DJ – deffered to December board meeting
Review of Retreat – Jane R. and DJ – report will be sent out to board
Building Management Team – Jane R. – deferred to December board meeting

Adjournment – Dec 10, 2025 - Potluck 6:30 – 7:30 (set up at 6 pm), Mini Choi will be invited, bring your own cultery 😊
Meeting portion will begin at 7:30

 Nancy Hart