

Minutes of the Meeting of Mt. Seymour United Church Council
Held at 1200 Parkgate Avenue, North Vancouver, BC

May 15, 2019

Present: Rev. Nancy Talbot, Catherine Branch, Barry Fenton, Kim Branch, Mary Sparks, Michelle Coulombe, Dilys Sostad, Meg Clarke (in Carla's absence)

Regrets: Steve Wellenbrink, Frank Luba, Carla Wilks (supervised ministry experience)

Rev. Talbot opened the meeting at 6:40 pm.

1. Opening

Rev. Nancy shared a reading.

2. Approve Previous Council Meeting Minutes

The April 10, 2019 Council minutes were reviewed and approved as amended. (M/S B. Fenton/ M. Sparks).

3. Committee Reports

- Requests from Committee Reports are reflected in New Business items.

4. Updates

a. Ministers' update

- Rev. Talbot provided an update on the Living Room group and the interest in addressing youth mental illness issues.
- C. Wilks ordination will take place June 2, 2019. The congregation has been invited. Regular Sunday service will livestream the event as well.
- Annual picnic will be held on June 9, 2019 as a neighbourhood BBQ.

5. New Business

a. Financial Report

- B. Fenton provided an overview of 1st quarter results. Total revenue is p \$10,126, with an increase of 10% in envelope/PAR givings. Expenses are up due to snow removing costs this past winter, resulting in a small deficit of \$217.

ACTION ITEM: Arrange for an independent review of financial statements, as per our constitution.

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- The Finance Committee has held their first meeting. Issues addressed include PAR presentation to congregation, composition of the committee, controls for keys and safe, advertising budget.

ACTION ITEM: Work with Property Team to install a secure door to the administration office.

- The finance committee reviewed the investment plan for the bequest in three tranches: short-term investment of \$125,000, medium-term investment of \$350,000 (which includes top-up of sabbatical fund of \$12,000 and building contingency fund of \$100,000) and long-term investment of \$800,000 in a conservative investment with income to be used annually.

The following motion was unanimously carried.

2019-17 Be it resolved that MSUC invest the bequest funds as follows: \$125,000 in a short-term investment, \$350,000 in a medium-term investment and \$800,000 in a long-term investment with income to be used annually. (M/S B. Fenton/ M. Coulombe).

ACTION ITEM: Trustees to convene to confirm investment plan.

b. M&P Report

- M. Coulombe provided an update of Ministry and Personnel issues (in camera).

ACTION ITEM: Update personnel files and inform bookkeeping of any payroll changes.

- An ergonomic assessment of the administrator's workspace has recommended the installation of a keyboard tray.

2019-18 Be it resolved that a keyboard tray be purchased from the office supplies budget (M/S M. Coulombe/D. Sostad).

- Council was informed of Sean Silas-Lyon's resignation from the sound tech position to attend university in Montreal.
- Council was informed of Rev. Talbot's request for a sabbatical planned for June – September, 2020.

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c. Thrift Shop

- M. Clarke provided an update of thrift shop issues, in Carla's absence. The changing role of the Management team to a more strategic responsibility is being implemented.

d. Statement acknowledging traditional Indigenous territory

- Discussion of adding a statement to the opening of services to acknowledge our presence on indigenous lands.

ACTION ITEM: Further consultations will be initiated with local First Nation representatives. An invitation will be extended to Carleen Thomas to meet with Council and the congregation in September.

6. Closing

C. Branch called meeting to close at 8:45pm.

**Next Regular Council Meeting
Wednesday, June 12, 2019 – 477 Beachview, Deep Cove
6:30 pm**

Minutes Approved on June 12, 2019

Catherine Branch, Council Chair

Kim Branch, Secretary