

**Minutes of the Meeting of Mt. Seymour United Church Council**  
**Held at 433 Beachview Road, North Vancouver, BC**

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**June 20, 2018**

**Present:** Catherine Branch, Rev. Robin Jacobson (pastoral charge supervisor during Rev. Nancy Talbot's leave), Carla Wilks (supervised ministry experience), Barry Fenton, Mary Sparks, Kim Branch, Michelle Coulombe, Katherine Querns, Dilys Sostad, Meg Clarke

Regrets: Roger Brain, Steve Wellenbrink, Frank Luba

C. Branch opened the meeting at 6:50 pm.

**1. Opening**

**2. Approve Previous Council Meeting Minutes**

The May 23, 2018 Council minutes were reviewed and approved as amended. (M/S M. Clarke/B. Fenton)

**3. Committee Reports**

**A Team Report**

- D. Sostad reported that the A Team is very pleased with the roofing work completed by Burrard Roofing.
- The Roof and HVAC project will be completed in mid-July.
- Sound system improvements are proceeding (speakers and projector)

**M & O Report**

- Submitted by email.

**4. Updates**

**a. Ministers' update**

- C. Wilks provided an update regarding worship and staff activities.
- Two bequests at \$5,000 each are being submitted to Memorial Fund. These were in memoriam of Arleen Sankey and Isabel Harper. These will be filed with Memorial Gifts and recognized in Annual Report.
- Mount Seymour Preschool recognition with parents and families was held June 11 and 12 with C. Branch and B. Fenton representing MSUC Council.

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- Worship planning has been set out for the summer months.

**5. New Business**

**a. Rental issues**

- Contract with JOJY music had not been signed in 2016, which led to documentation and payment issues.
- B. Fenton has worked with C. Nelms to make improvements to the rental record keeping and billing.

**b. M & P Issues**

- **A. Ellis contract:** A switch to employee status as a Congregational Designated Minister will occur in September.
- Performance reviews will be scheduled in December.
- Comprehensive Review: A subcommittee is working with Kathy Davies to look at reporting structures and responsibilities/accountabilities of staff and committees. Interviews ongoing regarding role and structure and identify gaps. These will be completed by early September. The draft findings will be discussed with Rev. Nancy with recommendations to Council.

**c. Bequest**

- Scenarios A, B, C were discussed at a special council meeting on June 14. Option C, with a partial investment and an initial large spend of \$300,000 was unanimously approved. A commitment to fiscal responsibility was also made. The total bequest of \$1.3M will be allocated as follows:
  - (1) Big Spend Project: up to \$300,000
  - (2) Investment: approximately \$850,000
  - (3) Fiscal responsibility of between \$100,000 and \$150,000 towards replenishment of the following: contingency fund (Building Reserve Fund), operating reserve, and sabbatical fund.

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As such motions were passed:

Council unanimously approved the following motion 2018-01 (M/S K. Querns/B. Fenton):

***Be it resolved that Council approve an initial large spend and investment of remaining principal with interest spent annually.***

Council unanimously approved the following motion 2018-02 (M/S M. Coulombe/M. Sparks)

***Be it resolved that Council approve that amount invested to be spent will be divided in two amounts: 1) up to \$300,000 for a project or projects to be determined and 2) up to \$150,000 to be held in the budgetary contingency fund.***

## 6. Communications

- Inform bequest trustees of the motions and advise that adjustments may be made to maximize return.
- Create subcommittees of between 3-6 people from Council and congregation:  
A. Big Spend and how B. What and how to apply for annual interest spending amount.
- Suggestions for M&P Committee replenishment.
- Contributions for First United picnic.

## 7. Closing

C. Branch called meeting to close at 8:40pm.

**Next Regular Council Meeting  
Wednesday, September 12, 2018  
6:30 pm**

**Minutes Approved on September 12, 2018, 2018**

**Catherine Branch, Council Chair**

**Kim Branch, Secretary**